**Berkeley City College – Facilities Committee**

**March 6, 2015**

Present: Shirley Slaughter (Co-Chair), Carlos Cortez (Co-Chair), Sam Gillette, Ralph Smeester, Windy Franklin, Mostafa Ghous, Cynthia Reese, Dave Ivan Cruz (ASBCC)

Guests: Katherine Bergman

Absent: Pieter DeHaan, Roberto Gonzalez, Lynn Massey, Kelly Pernell, Mostafa Ghous, Vincent Koo, Mostafa Ghous, Willard Cheng, Roberto Gonzalez, Joe Doyle, Jennie Braman, Johnny Dong, John Pang, Joshua Boatright, Ramona Butler,

Recorder: Joanna Louie

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| Call to order | Call to order- 12:20pmFacilities Committee 2014-2015 Schedule- please mark your calendars! * ~~Friday,~~ **~~October 3~~**~~, 2014 12:15-1:30pm room 451~~
* ~~Friday,~~ **~~November 7~~**~~, 2014 12:15-1:30pm room 451~~
* ~~Friday,~~ **~~December 5~~**~~, 2014 12:15-1:30pm room 451~~
* ~~Friday,~~ **~~February 6~~**~~, 2015 12:15-1:30pm room 451~~
* ~~Friday,~~ **~~March 6~~**~~, 2015 12:15-1:30pm room 451~~
* ~~Friday,~~ **~~April 3~~**~~, 2015 12:15-1:30pm room 451~~
* Friday, **April 17**, 2015 12:15-1:30pm room 451
* Friday, **May 1**, 2015 12:15-1:30pm room 451
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| 1. Approve Agenda
 | Agenda Approved. |  | Resolved. |
| 1. Review & Approval of 2/6/15 Minutes
 | Minutes approved.  | Fix grammatical errors before posting on site.  | Resolved.  |
| 1. New Facility Site Visit (Facilities Committee members Only)- Shirley Slaughter
 | * Tour scheduled for 12:30pm.
* We are in escrow for the new building.
* Building is 3 floors
* 25,000 sq. ft.
* Tour ended 12:47pm.

Comments after the site visit:* Street level so it is very welcoming
* Maybe we won’t put a security guard at the front to make it feel more welcoming
* Great to put a library extension, student lounge, a garden, an extension of ambassadors desk
* Reiterate the request for counselors to have a space where all counselors can work with one another
* One-stop station like COA is perfect for downstairs first floor
* One recommendation is taking the current counseling space and turning it into the library/LRC
* A welcome desk will be nice
* Work space for the alumni and peer mentors working with our students
* Equity and dream center for some of the undocumented students who are underrepresented (multi-purpose space)
* It will be nice to build a campus life in new building as well
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| 1. 5-Year Rotating Campus Renovation Plan- Carlos Cortez
 | We have 2 proposed activities: * Initiate a 5-year rotating campus renovation and repurposing plan that ensures safe, clean, and functional facilities (for Goals 1, 4, and 5)
* Spearhead development and implementation of the transition plan for acquisition and renovation of BCC facilities to ensure student success and close the equity gap (for Goals 2 and 3)

How do we make the first proposed activity happen? …Is the funding set aside for the scheduled maintenance enough to renovate each floor per year? No.The renovation and improvement budget is going to be totally different from the scheduled/deferred maintenance budget. General Services is trying to obtain dollars that will be a line item every year in the budget. That does not include renovation. Every year in August, the District goes out to bid which they call their 20-day projects and they bring in additional people to do special projects. Deferred maintenance 2015-2016 Budget: * $129,500 for BCC
* $341,200 for COA
* $3.1 M for Laney
* $1.7M for Merritt

$ 129,500 is set aside for BCC should it pass. With that $129,500, we are going to replace the flooring in the elevators, replace cooling supplies return piping which is approximately $65,000. We have phase 1 of the painting and $40,000 is set aside for that. A total of $60,000 is set aside for paining throughout the building.  |   |  |
| 1. Vending Machines/Plants- Mostafa Ghous
 | Vending Machines:The students are trying to increase the vending machines on campus and the revenues for the students. 100% of the commission goes to the ASBCC. We have 3 vending machines upstairs and observing the faculty and staff, the students are requesting more vending machines to have more variety to choose from. After discussing with Debbie, one of the spaces they have identified is the basement floor and the 5th floor cubby-hole. Facilities Committee recommends having the vending machines in the basement and 3rd floor. Plants:ASBCC have been debating and discussing back and forth for about 1.5 years now about having plants on each floor- it is now going to be put into an action item on Thursday. Maintenance of the plants: $3,600/yr. recommendation to let students take on the contract for a year and let the BCC budget take it from there after. If we move forward with this initiative, the pots have to be leak proof so it does not stain our floors and it must be elevated.  | **Action item:** in regards to Dave’s comment about the programming issue with the vending machines- Mostafa will contact the vendor to rectify the problem.  |  |
| 1. Accreditation- Shirley Slaughter
 | Preliminary schedule for IIIB: 3:00pm-3:50pm in room 341 (TLC). Hoping everyone can make the interviews. |  |  |
| 1. Other
 | Joan Berezin has concern of multiple events planned at the same time like in the atrium and auditorium. Carlos proposes that the Facilities Committee vets all activities on campus. It is a judgement parameter to see if whether we should host political events or not. Mostafa has created a system and it is working fairly well through the Campus Activity Proposal Form. Students/faculty/organizations are asked to submit 3-4 weeks ahead of time and they work closely with Roger to check in with the Master Calendar and Campus Life Calendar. Mostafa has put in recommendation to student council not to have competing events in the atrium and auditorium at the same time. We have a system in place. How do we improve that system?  |  |  |
| Adjourn | Adjourn- 1:45pm  |  |  |