**Berkeley City College – Facilities Committee**

**September 14, 2018**

Membership (X=Present); (A=Absent); (E=Excused)

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| **Name** | | | |
| X | Shirley Slaughter, Chair | A | Kye Ocasio-Pare |
| X | Scott Barringer, Classified Rep | X | Joanna Louie, Classified Rep and Recorder |
| A | Ramona Butler, Classified Rep | A | Carolyn Martin, Faculty Rep |
| X | Heather Dodge, Faculty Rep | X | Jasmine Martinez, Classified Rep |
| X | Johnny Dong, Classified Rep | A | Lynn Massey, Classified Rep |
| X | Natalia Fedorova, Classified Rep | A | Milan Moldenhawer, ASBCC Rep |
| E | Sam Gillette, Faculty Rep | A | John Pang, Classified Rep |
| A | Barbara Godoy, Administrator Rep | X | Cynthia Reese, Confidential Rep |
| A | Tianchu Hang, ASBCC Rep | X | Felix Smith, Classified Rep |
| X | Vincent Koo, Classified Rep | X | Roger Toliver, Classified Rep |
| X | Charlotte Lee, Faculty Rep | A | Clint Robbins |

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| **Agenda Item** | **Discussion** | **Follow-Up Action** | **Comm. Goal #** | **BCC Goal** |
| 1. Standing Items | | | | |
| 1. Call to Order | 12:20pm |  |  |  |
| 1. Adoption of the Agenda | Motion by Roger Toliver to approve the agenda with Cynthia Reese’s suggestion to identify ASBCC reps this academic year, 2nd by Cynthia Reese. |  |  |  |
| 1. Approval of 4/13/18 Minutes | Motion by Felix Smith to approve the minutes with the corrections noted, 2nd by Vincent Koo.   * Pg. 2 – add “of” in between “walk through” and “the Science Labs. * Pg. 2 – add “on” in between “being hot” and “the east side of the building yet cold on the west side.” * Pg. 2 – change response at the bottom of the page from “is” to “issue.” * Pg. 3 – add “the” in between “study tables were replaced and” and “lighting issue in the library in resolved.” * Pg. 3 – add period after “placed an order for a new core.” Make “keys” new sentence. * Pg. 3 – take “only” out of sentence to make “Keys to the room will be issued to Science Department only.” * Pg. 4 – change “an” to “and” in sentence “I spoke with Direct McMahon and requested a test of BCC’s air quality.” * Pg. 4 – add “Chancellor” in between “Vice” and “Romaneir Johnson.” |  |  |  |
| 2. District Facilities Meeting Update | *DFC Resolution 1.5*  The District Facilities Committee (DFC) met last Friday and on their agenda was the DFC’s Resolution to have 1.5% of the general fund budget set aside for scheduled maintenance. The resolution was created to address a back-log of much needed repairs district-wide. We were unable to make needed repairs due to a lack of funding during FY2009-12 for scheduled maintenance.  The Resolution was presented to the Vice Chancellor of Finance and the Chancellor. Unfortunately, it was not approved because there were unanswered questions pertaining to funding sources to support the repairs. To address these concerns, a new sub-committee was formed and Shirley Slaughter agreed to serve on the committee. The first committee meeting is scheduled for September 18th.  *DFC Goals*  DFC decided to retain two of their goals from the previous year and to add a 3rd goal addressing scheduled maintenance (resolution).  *Scheduled Maintenance & 30 Day Projects*  30 –Day Projects for FY2019-20 are due to the Department of General Services on October 2nd.  *2118 Milvia Update*  Good news- The Division of State Architects (DSA) finally approved our plan for additional testing at Milvia. FYI - DSA provides design and construction oversight for K-12 schools, community colleges and other state-owned and leased facilities.  Unfortunately, renovation cost has doubled from $6M to $12M, bringing the project total to $24M for renovation.    In November, PCCD will place on the ballot an $800M General Obligation Bond. If the bond measure passes, the campuses will receive 10% off the top. From the bond, BCC would receive $80M which would certainly enhance our options to either renovate the existing facility or do a complete teardown of the building. |  |  |  |
| 3. Align BCC Facilities Committee Goals with BCC 2018-2020 Strategic Plan | Heather Dodge recommended that another related activity be added to Goal V of the 2018-2020 Strategic Plan. The recommendation was to add ‘E*nsure all facilities and technologies are adequately supported and maintained*’. |  |  |  |
| 4. Select Co-Chair | Heather Dodge volunteered to serve as the faculty co-chair.  Shirley Slaughter will follow up with Dean Godoy to confirm her membership. |  |  |  |
| 5. 30-Day Projects | The Dept. of General Services is requesting Summer 2019 items for 30-Day Projects on October 2nd.  \*Items for the 30-Day Projects are due to Shirley Slaughter by Wednesday, September 26th.\*  *Felix Smith’s Concern:*  The white boards in all 3 Annex classrooms are destroyed. They need to be replaced.  *Heather Dodge’s Request:*  Heather Dodge wants to request for mobile white boards. Shirley Slaughter suggested Heather to include this request in her program review.  *Heather Dodge’s Concern:*  The carpet in the library behind the circulation desk is loose. | **Action Item**: Scott Barringer will send his list of items to Shirley Slaughter.  **Action Item**: Shirley Slaughter will share with VP Hay to determine if there is instructional equipment funds available to purchase new whiteboards.  **Action Item**: Heather Dodge will put in a work order through Roger Toliver and Scott Barringer will follow up. |  |  |
| 6. Scheduled Maintenance FY19-20 | It’s that time of the year to submit a list of proposed scheduled maintenance projects to the Department of General Services. As a reminder, the scope of work to be performed include roof repairs, utilities, electric panels, plumbing, alarm, mechanical work, exterior work (replacing doors and windows), and resurfacing floors.  Scott Barringer presented a list of items to be placed on the 2019-20 Scheduled Maintenance list.  \*Items for the Scheduled Maintenance list are due to Shirley Slaughter by Thursday, September 20th.\*  *ADA Facility Concerns*  The District Office hired a consultant to conduct an accessibility survey in an effort to determine if 2050 Center Street is totally ADA compliant. The results of the survey indicated there are areas requiring improvement. To that end, some of the findings will be added to the Scheduled Maintenance list and others will be resolved in-house. | **Action Item**: Scott Barringer will send his list of items to Shirley Slaughter. |  |  |
| 7. Adjourn | 1:30pm |  |  |  |