College of the Redwoods

FACILITIES PLANNING COMMITTEE

**Meeting Minutes**

May 4, 2017 \* 1:00 pm \* FM 112

Present:   
Julia Peterson, Steven Roper, Garry Patrick, Bob Brown, Lee Lindsey, Cathy Cox

1. Review meeting minutes from April 19th meeting – Approved by consensus
2. **IEC Summit of April 22**   
   There was more feedback on the facilities plan at the Summit than any other single item.  
   Bob Brown gave feedback from the faculty meeting where he reported out to the group about upcoming facilities actions over the next few months. There was a LOT of concern about some things relating to the shutoff of hot water; Steven reported that he has just received word from OSHA that there are regulations requiring that hot water stay on in any labs or restrooms. As a result, the hot water will not be shut off this summer. Bob will carry that word back to faculty. Other than that, however, there was a lot of good feedback on the communications flow from this committee to constituents.
3. **Hazardous trees recommended for removal**Map of trees to be removed was distributed. These are being removed for safety reasons; they are too close to utilities and pose a danger to gas lines.
4. **New Directional Signs on Eureka Campus**  
   Marty is still waiting for an updated quote. Garry tested the “graffiti prevention coating” by spray painting a sample and using a marker on it; the markings cleaned up nicely. Very impressive.
5. **Review Preliminary Draft Facilities Master Plan**   
   Draft of the plan has been sent out for review. This is FPC’s major output. We need to review closely – it will go to the board in June. The list of projects to be completed over the next ten years was reviewed. None are entirely new construction to expand; however, the projects are very focused on upgrading and safety. A lot of the plan addresses the need for more flexibility in using the spaces we have. Lee strongly recommends that we focus on this section of the report. The FMP will be used to drive our development for the next ten years, and may lead to a new bond measure in the future. **Send feedback copies of the draft report to our constituencies to request feedback; send feedback to Lee**.  
     
   Steven reported on efforts to get money from the state for further geohazard investigation, specifically for the AJ building. This money was initially earmarked for K-12, but there has been little demand from that sector so we may be able to get funding for seismic mitigation. If AJ is not safe, then we would need to clear a space on campus to put a new building, which would cost over $250K.
6. **Update/timeline: ADA Transition Plan**  
   Contract is signed, we’re just waiting for their insurance. Steven noted that the insurance needs to cover “errors and omissions” specifically. The fact that we have a plan, even an old plan, puts us ahead of many colleges.
7. **New Projects**
   1. AJ wrestling mat**:**The new wrestling mat has been delivered; it arrived without notice yesterday. Over 1000 pounds
   2. New office space for Faculty Senate:   
      Under consideration; they have been offered the current space occupied by the Food Pantry adjacent to the PT Center (HUM 111?) The current Senate office will be occupied by Marty Coelho; Marty’s current office will revert to a conference room for the VP. New Senate office will be wired for conference calls.
   3. New office cubicles for Associate Faculty:   
      Have been ordered, on their way for delivery by June 30.
8. **Bookstore: potential facility changes**

There are a number of major changes to the student center that will directly affect the bookstore. Existing shelving needs to be removed, as they are not OSHA compliant (over four feet, not secured). Follet’s contract is nearly up. One option might be to contract with Amazon to handle our bookstore facilities, which could have lots of advantages – they’ll accept delivery of ANYTHING from Amazon there.

1. **Feedback on Facilities Standards**
   1. Furniture Standards for the District  
      Proposal was sent out a few weeks ago. Discussion centered around the benefits of having standard specs for furniture to be ordered for different types of uses. Agreement that standards should not include specific models.
   2. Landscaping Standards for the District  
      Steven suggested that Julia check with DSA to see what their requirements are, in light of changes due to the recent drought. Agreement that we should include standards relating to native species, non-invasiveness, etc. Faculty are certain to have feedback – some faculty use the campus flora as part of their curriculum. One campus tree, a monkeypuzzle tree outside the LRC, is actually a danger to public safety, and could be a liability if anyone falls against it – but the biology faculty insist that it is a specimen that they need to have available. (Suggestion that it might be moved to the Botanical Gardens and students could see it there.)
2. **Review related ACCJC Standard: Standard III.B**

The standard, Physical Resources, was distributed and reviewed by the committee. General consensus that the response to the standard looked good.

1. **Miscellaneous**  
   Steven reported on a visit to the DSA recently. DSA is requiring that all our old projects be “closed out” correctly. The problem is that we have buildings that pre-date DSA; the records that would support the fact that those projects were properly closed out are actually in their archives, not ours. This is a problem, and we have never had to do this previously. There are some other changes in interpretations of regulatory requirements at DSA that are also causing additional problems for us in terms of reporting. While this is going to be expensive, Lee pointed out that ultimately the State will be paying for these changes – we will have to go back to the state for an augmentation to cover this expense.

* FPC Website: <http://internal.redwoods.edu/fpc>
* Next Meeting: Thursday, May 17, 1:00 pm in FM 112
* Reminder: Please update your constituents and bring their feedback to the Committee