

# Facilities Planning Committee

## Agenda & Notes



<b>Committee Charge</b>	The Facilities Planning Committee develops the Facilities Master Plan for the College of the Redwoods. This plan ensures that capital improvement priorities and projects are recommended based on their contribution to improving student learning outcomes and their alignment with the Strategic and Education Master Plans. The committee also reviews and ranks resource requests from program review related to facilities.
<b>Meeting Date</b>	April 10, 2018
<b>Outcomes</b>	Review and discuss updates to the Facilities Master Plan
	Confirm a meeting day and time
<b>Meeting Participants</b>	Bob Brown, Cathy Cox, Sean Patton, Maggie White, Bert Hafer, Ari Willis, Ellie Gainey, Julia Peterson
Welcome to Bert!	
<b>Meeting Leader and/or Facilitator</b>	Julia Peterson
<b>Recorder</b>	Cathy Cox

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What	How	Who	When
1. Opening	Welcome Agenda Review FPC Timeline Review	Julia Peterson	12:00 – 12:05 pm
<b>Notes:</b>			
2. New Member Introduction	<ul style="list-style-type: none"> <li>• Introduction</li> <li>• Meeting time review &amp; Discussion</li> </ul>	Julia Peterson	12:05 – 12:10 pm
<b>Notes:</b> Discussion of meeting times. First choice (subject to faculty availability) – Wednesdays at 11 am; Second choice – Tuesdays at 9 am.			
3. Review Minutes from 2/21/18 and 3/21/18 FPC Meetings	Review and discuss	Committee	12:10-12:15 pm
<b>Notes:</b> The capital projects update from the last meeting were discussed. The track replacement is going to move forward, covered by insurance based on damage from the trees.			
4. Review Facilities Master Plan	Review and Discuss the current Facilities Master Plan	Committee	12:15-12:45 pm
<p><b>Notes:</b> Julia summarized the history of the plan’s development. Bids to do it from outside entities were much too high to have it done by a consultant, and it needed to be done before the ACCJC visit – so it was done in-house. Overall summary of the Plan (FMP) is that it is not a “plan”; there is no prioritization of projects, no timeline of which projects should be done in what order, and no strategy for how those projects could be accomplished. Another criticism is that there was no evidence of integrated planning linking facilities projects to their impact on enrollment – what facilities changes are needed to support enrollment initiatives?</p> <p>Question raised by Julia: How do we address these problems? Some could be fixed with an edit of the existing plan, others are more in-depth. If we can get an editable version of the FMP, Cathy is willing to edit for clarity only over the summer – not content, but making the <u>existing</u> plan more readable. The committee agreed. After that point, the committee wants to rewrite the plan using in-house resources and staff, looking at integrated planning and utilizing plans from other districts which have received ACCJC commendations for their Facilities Plans as models. The plan needs to address both planning or sequencing of projects based on integrated planning for enrollment and budgeting, and the potential funding of projects through bonds. Additionally, the plan needs to consider the total cost of ownership (maintenance, upkeep, and replacement). It should also address trees and safety, and it needs to address homelessness in some fashion. The committee goal is to have a well-done draft to present to the college community by mid-Spring 2019.</p>			
5. Updates / Possible Items	<ul style="list-style-type: none"> <li>- Capital Projects</li> <li>- Resource Request Rankings update</li> <li>- IEC Summit on Saturday</li> </ul>	Julia Peterson	12:45-12:55 pm

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**Notes:** A “hash it out” meeting will be held tomorrow to discuss the rankings. All three committees (BPC, FPC, and TPC) used the same rubric, but this year the merging of the three ranking lists was not smooth. The issue is that the top several items were FPC items and outranked most instruction requests. Julia believes that the reason ours ranked higher may be the “life/safety” considerations that come forward in FPC, as well as possible OCR issues. If the rubric needs modification, then the rubric should be adjusted, but FPC wants Julia to express to BPC that we expect our rankings to be considered on the same basis as those from other committees.

A question was raised as to FPC’s relationship to the capital projects – is there a committee overseeing them now? YES. There is, at least, an advisory committee. Does that committee have a CSEA rep? Not sure – there should be, but we don’t know if/who is on that committee. There should be both a CSEA and a Management Council representative as well as the (legally required) faculty rep to provide input from all segments of the college.

<b>Close</b>	<ul style="list-style-type: none"> <li>• Summarize agreements</li> <li>• Review next steps</li> <li>• Additions for next agenda</li> <li>• Evaluate the meeting (+’s and Δ’s)</li> </ul>	Julia Peterson	12:55-1:00 pm
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**Notes:**

- Reps will report out to their constituencies and ask who is the Capital Projects Committee rep for each segment.
- Julia will convey the group’s recommendations relating to the FMP to Keith.
- Julia will attempt to get an editable version of the FMP; Cathy will edit over the summer for use in Fall.
- Question raised about how information is given to students about use of the showers in the gym – Cathy will ask Joe Hash about how we can get the information out to people in need without widely publicizing it in a way that causes problems.

- ❖ FPC Website: <http://internal.redwoods.edu/fpc>
- ❖ Next Meeting: Wednesday, May 16 ; 1:00 pm in FM 110
- ❖ **Reminder: Please update your constituents and bring their feedback to the Committee**

## Capital Project Updates

Project	Status	Est. to Start work / Complete work
Utility Infrastructure Replacement & Seismic Strengthening = UIR	<ul style="list-style-type: none"> <li>- Funding expected in March 2018 for the construction phase of this project</li> <li>- All CGS reports have been turned in</li> </ul>	5/2018
Creative Arts - Replacement and removal	<ul style="list-style-type: none"> <li>- Approved: January 2018</li> <li>- Funding July 1, 2018 for phase I (testing, project management and preliminary drawings).</li> </ul>	3 years
Physical Education & Field House - Replacement and removal	<ul style="list-style-type: none"> <li>- Likely to be funded with the May Revise for July 1 plans</li> </ul>	3 years
PE Fields	On hold except Scoreboard <ul style="list-style-type: none"> <li>- Working with vendor on bid documents</li> </ul>	End of Summer 2018
Residence Halls -Four room update	<ul style="list-style-type: none"> <li>- No change</li> <li>- Reviewing project</li> </ul>	TBD
Stadium Removal	<ul style="list-style-type: none"> <li>- In Progress</li> <li>- On Track</li> <li>- Track replacement is going forward; paid for by insurance</li> </ul>	May 1, 2018