

College of the Redwoods

FACILITIES PLANNING COMMITTEE

**Minutes**

March 22, 2017 \* 1:00 pm \* FM 112

Present: Julia Peterson, Cathy Cox, Lee Lindsey, Marty Coelho, Ari Willis (Student), Sean Patton; Bob Brown

1. Review meeting minutes from February meeting – Approved
2. Review related ACCJC Standard: Standard III.B - Held over to April when Steven and others can be present.
3. Review updates/changes to current Facilities Projects:
* Update: New PE Complex: Gym and Field House: Everything is funded, and appears to be moving forward without hitches
* Update: Creative Arts: Same as PE complex – all ok.
* Augmentation to UIR: UIR individual projects are being reviewed by DSA; two have been approved and others are in the works.
* Update: Stadium removal: Proceeding. Several trees have been removed already. Trucks working on the removal will be approaching from the back, NOT over the field or existing asphalt.
* Update: DN Science Lab: Inspection finally complete and we are OK to use it, even though there is some minor work to be completed such as landscaping, etc.
1. Updates/timeline:
	1. ADA Transition Plan: One bid has been received so far, very high (way outside our budget); we expect three bids by the time the bidding process is complete.
	2. Facilities Master Plan: This plan is going to be done in-house, due to the cost of the bids that were received. Starting next week, there will be open forums for all constituent groups to gather feedback. Goal is to have plan finished and approved by the Board of Trustees in June 2017. Lee summarized the purpose of the Master Planning Process and the guiding principles of the Facilities Master Plan. (See attached document). Ari will make sure that notice of the forums is sent out to students, and that that notice is placed into evidence for accreditation.
2. Feedback on Resource Ranking requests process: BPC met this morning to finalize rankings, but realized there was an error in the spreadsheet so they moved it to their next meeting in two weeks.
3. New Directional Signs on Eureka Campus – Marty Coelho: Project underway to tear out and replace directional signs campus-wide. A local signage vendor has been identified and mapping of signs has been carried out. The new signs will be modular, aluminum, durable, and can be adjusted later as needed. Question: can they be coated in some way to reduce oxidation and possible damage from graffiti? Marty will check. The union will be offered the first opportunity to tear out and remove existing signs; if they can’t then he’s also going to check about the cost of having the vendor do that work as well.
4. Elements for the Facilities Master Plan:
	1. Furniture Standards for the District: Julia has been looking at what various other colleges include in their facilities plans. All our classrooms have very different chairs; replacing them means that we have no stock on hand and it makes ordering/replacing different. We probably should identify three or four standard styles that could be used college-wide. Discussion ensued about how to move this forward; Julia will research what has been done in the past. Lee said that it would be good to include in the Facilities Master Plan; Cathy pointed out that development of the standards could be part of the first-year activities for the Plan.
	2. Landscaping Plan: Many other Master Plans include landscaping plans. Should our Facilities Plan include a landscaping plan? If so, what level of detail should it include? Some plans go down to the level of what specific trees should be planted in what locations; others include general guidelines and principles. We have a small staff of 3 FT gardeners and we need to ensure the safety of the college population as well as the long-term health of the landscaping. Guidelines should include aspects such as lack of invasive traits, fruiting habits, preference for plants native to coastal northern California, low-maintenance, etc.
5. FPC Website Update: Julia met with Jose Serrano to provide him with information that needs to be on the page at a minimum. What should be in the FAQ page? Suggestion to use feedback from the facilities plan forums.
6. New Business
	1. Membership update – Ari Willis will be our student representative. Faculty Senate will not be able to send another faculty this academic year, but hopes to provide two faculty next year.
	2. IEC Summit, Saturday, April 22 from 9 am – 12 pm. All are invited to attend.
7. Next Meeting: Wednesday, April 19, 1:00 pm in FM 112

Reminder: Please update your constituents and bring their feedback to the Committee