



FACILITIES COUNCIL
MEETING NOTES
November 14, 2006, 3:00 p.m.
Center Bldg./407

Present: Rob Dow, Hanna Ebener, Glenn Goss, Sandy Ing-Wiese, Patrick Lanning, Cathy Lindsley, Marie Matsen, Bob Mention, Margaret Robertson, Mike Ruiz, Susan Tatar
Guests: Happi Matthews, Mike Sims

Absent: Janet Anderson, Dawn DeWolf, Robin Geyer
(Faculty union representative, TBD)

1. Introductions

2. Approve Minutes

Minutes were approved.

3. Traffic Flow

Sandy Ing-Wiese presented a handout "Proposal for Securing East Campus Entrances" and explained the goals, plan and timeline. She handed out campus maps showing the proposed gates.

Sandy explained that the west entrances can now be closed, but Eldon Schafer is a public road and the college would need to close the parking lot entrances. Some east entrances would be closed permanently after review and other entrances would only be closed after 11:00 p.m. or on days when the college is closed. A combination of permanent and card-accessible gates would be installed. In addition, Sandy said a campus phone with a direct line to Public Safety would be installed at a convenient location if someone needed access.

In the next few months, Public Safety will conduct forums to gather input from the campus community. After input is gathered and considered, a revised plan will be communicated to the campus and installation will begin. Sandy said that staff and students would be advised of new gates and routes with communications and signage as the plan is implemented.

In a discussion on funding, Margaret suggested reconvening a Traffic Demand Management (TDM) committee to look at investing in traffic management and paid parking. Glenn said that better security could increase use of the lots. Marie said that this project has been funded and is an investment in Public Safety to help reduce work load and secure the campus.

Bob Mention is checking on county limitations. Marie suggested designating "Exit Only/Emergency Exit". Happi suggested a gate at the west entrance to Lot L. Patrick asked that athletic activities be taken into account. Council members had questions regarding use by large groups after 11:00 p.m. and Sandy said gates would not be closed if there is an event that runs late. Glenn explained how safety of persons during emergencies would still be maintained because buildings would be cleared first.

4. Brainstorm: Facilities Budget Development Strategies

The council was asked to propose ideas for budget strategies for increasing revenue or decreasing expenses by examining physical facilities modifications.

Marie gave the example that College Operations Leadership Team (COLT) is looking at parking lots for fee-based RV parking. Glenn supported the idea because he has had requests from people attending track and other athletic events for RV parking. Sandy suggested a “camp host” to live in a camper on campus to increase safety and security. Margaret suggested using empty classrooms to allow community trainings and classes where FTE could be captured, such as the master recycling program. Glenn said that Lane might increase use of buildings for Saturday classes rather than spreading few classes in many buildings, using energy and security resources. Marie said that Patrick is heading a committee that is looking at classroom scheduling with one of the outcomes to reduce energy costs. Margaret suggested considering a profit center, and cited an example of a community college with an equestrian center; Marie noted that we have a profit center in the CML. Susan suggested looking again at space use fees and Marie said that we need to recover costs of wear and tear on facilities when renting space. Bob said that with the wastewater treatment plant upgrade, the north athletic fields could be leased in the summer.

Budget brainstorming sessions are being held in departments and by Greg Morgan to gather campus-wide input that will be passed on to College Council. A website and mailbox will also be available in the near future. Margaret said that council members could forward facilities ideas to her in the meantime

5. Long Range Strategic Campus Plan – Second Reading

Margaret e-mailed a revised plan that incorporated input from the last FC meeting and from her meeting with Bob. Margaret noted that Cathy did a great job editing. Margaret pointed out that the primary theme of comments received was that earlier versions appeared too negative and that the language should be more factual and less subjective.

Bob suggested a change to the paragraph on page 12 that begins, “Some respondents believe...” so that it is more fact-based. Susan suggested that a reference to Bldg. 19 as the CML on page 25 should be changed to reflect other units in the building. Margaret encouraged members to e-mail the group any additional comments.

Margaret asked council members to review the draft for approval at the next meeting so it can move forward to College Council. Marie stressed that approval means the basic foundational plan because it can be improved as changes occur. The council discussed a process for renewing the plan, and Marie suggested it could be part of governance council procedures.

6. Brainstorm: Participation Strategies

Margaret asked for input on how FC can include the campus and gave examples of the Public Safety forums on traffic flow and Greg Morgan’s budget sessions. She said that governance documents and Board of Education policies encourage broad participation. Marie said it is a challenge to inform a large, diverse group that they will be heard but not all ideas can be implemented. One task for the year ahead is for FC to develop guidelines and criteria designers can use as well as input for policies.

Mike Ruiz commented that last year's photo exercise worked well, and Marie suggested that we explore using different kinds of media for communicating, not just words. Council members approved the idea of a "butcher paper discussion" using photos; Rob noted it would be popular with students, suggested the cafeteria as a good location, and suggested a notice in the Torch beforehand. Council members approved Cathy's idea to pursue student input through writing classes. Mike Ruiz suggested that credit technical writing classes and projects could be created for the purpose of gaining student insight. Mike also mentioned a treasure hunt to inform staff or students about systems.

Margaret asked FC to think of other ideas for information-gathering processes.

7. Suggested Agenda Items

Margaret asked that council members e-mail suggested agenda items to the group.

8. Next Meeting

November 28, 3:00-5:00 p.m., Center/407

Meeting adjourned at 4:55 p.m.

Submitted by: Susan Tatar