



FACILITIES COUNCIL
MEETING NOTES
January 23, 2007, 3:00 p.m.
Center Bldg. Rm. 407

Present: Rob Dow, Sandy Ing-Wiese, Patrick Lanning,
Bob Mention, Stephen Pruch, Margaret Robertson, Susan Tatar

Absent: Janet Anderson, Dawn DeWolf, Hanna Ebener, Robin Geyer, Glenn Goss,
Cathy Lindsley, Mike Ruiz

1. Agree on Agenda

Agenda was approved.

2. Approve Minutes

Minutes for January 9 were not ready for approval at this meeting. Margaret will send them out when they are ready.

3. Announcements

Margaret visited the Learning Council (LC) January 5 to present the Long-Range Strategic Campus Plan (LRSCP). The LC will review the plan for approval and providing substantive suggestions. Margaret had a list of comments by LC members. The LC will meet together on February 27 to work together on planning for the future bond measure. Margaret will present the LRSCP to the Faculty Council and Student Affairs Council in February.

4. Space Assignment Policy – First Steps

Margaret summarized the Facilities Council role as working to develop objectives and guidelines for Facilities Management & Planning to implement.

Bob asked that the council think about the bond before the February 27 meeting and develop a framework for discussion using guidelines and categories of need. The council discussed how to apply the long-range plan and Learning Council plan to priorities. Bob suggested talking to Ken Zimmerman before the joint meeting and Margaret suggested interested Facilities Council members meet before the February 13 meeting to map discussion.

Space Assignment Process

Margaret sent information by e-mail before the meeting and as handouts at the meeting. Bob said a trial process for space assignment is on the Web (Process to Prosecute Requests to Assign, Remodel or Add new Space) and that the number of requests has dropped, probably related to departmental finances. Representatives still had to be selected for some positions on the space implementation team (SIT).

The council discussed the principles listed in the "Space Assignment Guidelines" dated July 13, 2006 and whether the Facilities Council should adopt, modify or add to the principles. Stephen asked if the principle that space belongs to the college and not owned by departments could be policy. Council members offered opinions on location of offices in relation to departments and classrooms and discussed instructor and student privacy issues and the "neighborhood" concept. The council will work on choosing an appropriate phrase or word to use instead of neighborhood.

Bob said that implementation would be difficult if policy was not broad, but too broad can be meaningless. Rob suggested the discussion is a Learning Council area and Margaret and Bob favored discussions with the Learning Council. The council decided to develop a document with principles and policies that would be forwarded to College Council.

5. Design Guidelines – Identify Goals

Margaret provided a handout of the college vision, mission and core values and directions from the LRSCP and institutional goals and objectives from the 2004 long-range plan to help with development of a set of design guidelines. The council discussed ways to develop the guidelines. Bob explained that guidelines would be part of the project goals for architects to address all goals of the college for a facility: number of rooms, types, sustainability, openness, etc.

Margaret will compile a list of current guidelines and send them to the council members to use as starting point.

6. Suggested Agenda Items

7. Next Meeting

February 13, 2007, 3:00-5:00 p.m., Center 407

Meeting adjourned at 4:50 p.m.

Submitted by: Susan Tatar