



FACILITIES COUNCIL  
MEETING NOTES  
February 13, 2007, 3:00 p.m.  
Center Bldg. Rm. 407

Present: Janet Anderson, Rob Dow, Glenn Goss, Sandy Ing-Wiese,  
Bob Mention, Margaret Robertson, Mike Ruiz, Susan Tatar

Absent: Dawn DeWolf, Hanna Ebener, Robin Geyer, Patrick Lanning,  
Cathy Lindsley, Stephen Pruch,

**1. Agree on Agenda**

Agenda was approved.

**2. Approve Minutes**

Minutes for January 9 and January 23 were approved as read.

**3. Announcements**

Joint Learning Council/Facility Council meeting February 16, 1:00-3:00 p.m.

Margaret reported on her visits to councils to present the Long Range Strategic Campus Plan:

- Learning Council wanted more time to read and discuss. Margaret said they had comments on distance learning and technology.
- Student Affairs council had many questions and Margaret will re-visit them in March.

Bob added that Marsten Morgan from the budget committee reviewed the plan and questioned the statement in the Executive Summary, second paragraph, regarding not including outside factors.

The council discussed the academic plan and concluded the term “academic plan” is not well defined in the document.

**4. Bond Discussion-Joint meeting with Learning Council**

Bob stated that the working theme of the bond would be renewal. Among board priorities are the DTC, Forum building, and infrastructure upgrades. Bob said a steering committee had been formed to gather information from other groups. In addition, groups and councils will be consulted about the list of other projects from survey needs and accreditation. Margaret suggested approving the list and moving it forward.

Discussion: Janet mentioned the condition of the cafeteria restrooms and wanted that remodel moved up on the list. Mike Ruiz supported the theme and said it fit in with the strategic plan of using existing buildings. Margaret asked about the allocation of major maintenance funds and Mike responded that there are many more needs than funds; he gave examples of the hot water improvements and upsizing systems with the addition of new buildings. Margaret suggested projects that come from policies and values such as improving safety, and ADA and sustainability projects. Bob said that ADA costs could be an independent line item.

Janet moved to preliminarily endorse the project list as good progress toward the goal. Sandy seconded. All members approved.

**5. Design Guidelines**

Margaret stated the purpose of design guidelines is the college mission gets translated into spaces and objects visible to the community. Bob said he had examples of guidelines from other universities, such as accessibility for delivery and hauling, and location of entry points for safety.

Discussion: Mike Ruiz asked if the design guidelines development is a staff implementation function. The council discussed and agreed to form a subgroup to develop guidelines that other groups would implement. Margaret sent examples of college guidelines by e-mail to the council members with the agenda.

Action item: Bob will get topics or headings. Margaret agreed to e-mail members of the council who were not present to ask if they want to participate in a subgroup and ask others who might be interested. The subgroup will meet during part of the Facilities Council meeting time for four meetings. Draft guidelines would be presented to other groups and councils for their input before the end of this fiscal year.

**6. Suggested Agenda Items**

Mike Ruiz: space standards comparisons

**7. Next Meeting**

February 27, 2007, 3:00-5:00 p.m., Center 407

Meeting adjourned at 4:55 p.m.

Submitted by: Susan Tatar