



FACILITIES COUNCIL
MEETING NOTES
March 1, 2006, 3:00 p.m.
Bldg. 7/201

Present: Dawn DeWolf, Mason Davis, Robin Geyer, Glenn Goss, Patrick Lanning, Marie Matsen, Bob Mention, Margaret Robertson, Mike Ruiz, Tracy Simms, Susan Tatar

Absent: Karen Catlin, Sandy Ing-Wiese, Happi Matthews,

1. Agree on Agenda

A Learning Council Summit debrief was added to the agenda with item 4. Agenda approved as amended. Margaret asked the council if they wanted to continue with the current timeline. After a brief discussion, the council agreed to stay with the timeline.

2. Approve Minutes

Mason moved, Tracy seconded and council unanimously approved minutes. Tracy suggested the joint council summit held February 24 be recorded on the website. Margaret commented that the Learning Council would be distributing minutes from that meeting.

3. Transportation Subcommittee Timeline

Robert Thompson, transportation subcommittee facilitator, notified Margaret that a first draft of a transportation plan would be ready by early April and a final draft by the end of spring term. After a brief discussion, Margaret and Marie agreed to look at the Facilities Council's schedule and determine dates for a draft and final document. Facilities Council members who want to comment on the preliminary draft can e-mail Robert Thompson and Susan Tatar and copy the council members.

4. Learning Centered Decision Making

Council members commented on the value of the joint meeting of the Facilities and Learning councils. Marie commented that it was an extremely valuable conversation and Margaret said an outcome was the desire to continue to meet ad hoc. Also mentioned were that both councils use some of the same data for decision-making and members gained a better understanding of issues.

The council discussed ways it might use guidelines from the Learning Council's "Learning Centered Decision-Making at Lane Community College" document.

5. Toward a Memorable Campus: Design Principles Framework

Margaret described the council's Work Plan as a way to provide a framework and organize the council's work. The council discussed how to prioritize and proceed with the work.

Some needs and outcomes came out of discussion:

NEEDS

First draft of design principles, ex: draft policies
Space utilization policies
Board requirements
Classroom/learning space policies

OUTCOMES

Document (policy)
Framework of design and learning space principles to frame policies

Ideas presented and discussed to accomplish needs and outcomes:

- Obtain information the board needs for decision-making.
- Draft design principles and distribute to other groups for feedback.
- Obtain information on current space utilization and needs, interior and exterior.
- Develop space utilization policies with other groups that should be involved e.g. Student Affairs for circulation and common spaces.
- Communicate with other councils how they contribute to the Facilities Council's work.
- Look at all needs, i.e., programs as well as operations, infrastructure.
- Cost analysis
- Develop policies around old vs. new space, replacing existing or building new.
- Gather data or other references that may apply.

The council agreed to have Marie, Margaret and Bob map out a planning process and timeline for the council to present at the next meeting.

6. Involving the Larger Campus Community

The council discussed the short timelines and problems associated with gathering information but agreed it was important to engage the larger campus community. The council discussed ways to be more creative and communicate how changes in facilities help toward college goals and strategies. Mason commented on the lack of an orderly process for programs to get space and on the work already done in the Self-Study, Standard 8, and space utilization. Other suggestions were to focus on input from other councils; get council feedback on Facilities Council's current policies and Construction Guidelines; and use campus and student survey(s), e-mail, and focus groups.

Tracy, Margaret and Dawn volunteered to work on a plan for involving the campus community to present at the next meeting. Tracy will lead that group.

7. Next Meeting

March 15, 3:00-5:00 p.m., Bldg. 7/201

Meeting adjourned at 4:50 p.m.
Submitted by: Susan Tatar