



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

Present: Mason Davis, Robin Geyer, Glenn Goss, Marie Matsen, Bob Mention,
Margaret Robertson, Mike Ruiz, Susan Tatar

Absent: Karen Catlin, Dawn DeWolf, Sandy Ing-Wiese, Patrick Lanning, Happi Matthews,
Tracy Simms

1. Agree on Agenda

Marie added an update on College Council to the agenda. Agenda was approved.

2. Approve Minutes

Minutes were approved.

3. College Council Update

Marie announced that the three sustainability policies were now official.

4. Members for Next Year

Margaret announced that replacements would need to be appointed for Mason (faculty), Tracy (management) and ASLCC. Glenn is renewing his appointment representing classified for another two years. Marie noted that vacancies that occur during the upcoming year would be dealt with at that time.

5. Year-End Survey

Margaret handed out a two-page survey for council members to complete and return to her. She will e-mail the group with an electronic version. Responses can be anonymous.

6. Election of Chair

Margaret was the only nomination for chair. The council voted and approved having Margaret as chair for the 2006-07 year.

7. Next Steps: Next Year and Summer Subgroup

Margaret listed three topics from the 2005-06 minutes which were not yet resolved:

- a. Sustainability policies: Marie reported they are now approved.
- b. FMT/SAC replacement process: Marie said that she and Bob Mention would be looking at space assignments this summer and may make some assignments if needed for units to continue operating. Marie said they would follow existing guidelines and process.
- c. Design principles/guidelines: keeping transparency, college participation, visibility during process

Margaret asked for volunteers for a subgroup to continue working on design principles and guidelines. Marie, Bob, Glenn and Robin agreed to join Margaret to work as a subgroup over

the summer. Margaret will check with Patrick and Dawn and contact members for meeting times.

8. Long Range Plan Draft

Margaret had e-mailed the council Draft 5 dated 06-03-06 for their review prior to the meeting. Margaret said the goal was to have a finished first draft by the July board meeting and Marie asked that the plan be ready to go to College Council for their review and discussion at their meeting June 16. Bob said that Florence and Cottage Grove should be acknowledged in the document. Mason made suggestions for arranging the sections and rewording. Bob handed out the Space Standards from December 1996 and the council discussed its use in the Long Range Plan and updating it in the future. The council also discussed some criteria used to determine space needs such as space utilization, changing curriculum and methods of instruction. Marie summarized how to identify space needs:

- Current utilization
- Evaluation of current space using existing criteria/guidelines
- Vision for learning (Strategic Plan, Learning Plan, etc.)
- Changing methodology (e.g., changes to program delivery methods, pedagogical changes, Distance Learning)
- National trends, issues and problems (sustainability, IEQ)

The council discussed how the list could be incorporated in the long-range plan draft. The council discussed LEED certification for projects and where in the design and construction process LEED standards should be addressed. They also discussed operational costs, upgrades to infrastructure and distinguishing items that are major maintenance when planning for a bond.

Margaret asked the council members to e-mail suggested revisions to the long-range plan draft to the entire council for review. After council members have an opportunity to provide additional input, she will prepare a revised version for review by the Facilities Council and College Council.

9. Next Meeting

October 4, 3:00-4:50 p.m., Location TBA

Meeting adjourned at 4:53 p.m.

Submitted by: Susan Tatar