

**Facilities Council Meeting Minutes**

May 28, 2019

2:30 to 4:30pm

Bldg. LCC 07/212K

**Attendees:** Jennifer Hayward, Brian Kelly, Mike Sims, Alen Bahret, Mike Sims, Robin Geyer, Craig Taylor, Luis Maggiori, Andy Salzman

**Recorder:** Deborah Butler

**Guests:** Lorri Nelson, Rowell Brokaw

Chris Ramey, CRC Consulting

Mark Young, Rowell Brokaw

Shirley, student intern at Rowell Brokaw

Troy Hansen, FMP

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| **Item** | **Notes** |
| Approval of Agenda/Additions?  |  Craig moved to approve 05/14 minutes as written. Mike S. seconded. Minutes approved.  |
| Announcements | Lane has been certified as a bee-friendly college, one of 70 campuses across the country to earn the award. SUGR will be Wednesday thru Friday, with events and poster displays available for public viewing in Bldg 16. |
| Emergency Planning Team Report | Continuing to engage in tabletop emergency drills, hosted by external parties. Working on an update to the Red Book, which is an internal resource guide used by team members. This team meets every other week, and debriefs any emergency response that has occurred since the last meeting. The debrief “after-action reports” are an important tool used by EPT to examine and debrief emergency events and assess response to make continual improvements.  |
| Governance Review Update  | All-campus governance forum took place last week, and Marge and Paul shared a new potential model of governance that would still be based on a council system. It may be that Facilities Council would become a part of a larger “infrastructure” council. At the event, Alen spoke on behalf of Facilities Council and explained that the council, as it now sits, processes a great deal of work in cooperation with FMP and College Services. It is unclear how that work would still be performed if there are fewer meetings, a more generalized focus, and a team of similar size. It’s possible that there would be a Facilities Committee or Facilities Leadership Team, but we would have to explore how to make that work in terms of employee workload/release time, and how to ensure there is an equitable system that incentivizes employees for participation in this work.  |
| Summer Subcommittee Work  | 2 work groups will continue work over summer: * Space Use and Rental work group
* Transportation work group

Plan will be to reserve standard Facilities Council meeting times through the summer term, and alternate between the two council work groups. Deborah will send the appointment invitations. |
| Master Plan Update | Sustainability, Location, Art, and Architecture were 4 aspects of the Lane main campus that were identified by Rowell Brokaw as unique to this location. The goal is to protect and expand these 4 aspects through planning and construction processes. Some points that were discussed: * Enhance Visual Sustainability - add new Learning Garden locations, solar arrays, bicycle parking, etc.
* Improve visual wayfinding and build connections to inner campus locations by bicycle, public transportation, and for pedestrians on foot
* Focus and contextualize unique art and mid-century modern architecture across campus
* Plan for growth that is aligned to plans shared in department meetings
* Update plans refer to deferred maintenance list and seismic upgrade priority (based on critical systems location and number of employees working in the building)
* Possible 2020 Bond projects (organized in terms of space use, not departments of focus)

All members who were present completed a categorization activity in which they scored alignment of suggested projects with established college values and Master Plan principles. Chris, Lorri, and Mark will use the information to complete categorization of potential bond projects. |
| **Next Meeting** | **June 11, 2:30 – 4:30pm** |

Future Agenda Items:

* Safety Committee Training recommendations on June 11 (Jennifer H)
* Taphonomy Lab update in Fall Term meeting (and perhaps a bi-yearly or yearly report out?)