



Facilities Council Meeting Minutes

February 23, 2016
 2:30 to 4:30pm
 Bldg. LCC 07/212J

Recorders: Deborah Butler

Attendees: Alen Bahret, Barbara Dumbleton, Brian Kelly, Chris Hawken, Mary Jeanne Kuhar, Mike Sims, Todd Smith, Craig Taylor, Michael Sims, Brian Kelly, Susie Holmes

Guests: Aaron Fredrickson (student)

Item	Notes
Approval of Agenda/ Additions?	Discussion of space rental will be moved to the beginning of the Agenda because Chris will be leaving early to participate in an executive dean hiring committee. Agenda approved.
Approval of Minutes	February 9 minutes approved.
Announcements	Member Paul Ruscher is absent because he is a presenter at a Science Pub event in Cottage Grove sponsored by the Coast Fork Willamette Watershed Council focused on Climate Change.
Comments	<p><u>Aaron Fredrickson, student</u></p> <p>Aaron: Concerned about placement of advertising on “shared visual space” on campus. Has casually circulated a petition that has received support from most students he’s spoken to. Advertising is psychological manipulation, and it doesn’t belong on public school campus. Interested in protecting the integrity of the institution by proposing a ban on advertising in the shared visual space on campus. Ban would include the Torch area above the fold. When people are at school, they let their guard down because they expect to receive information vetted by experts. The boxes are a threshold, but they are not the whole problem. Understands that there is a 3-year contract that has already be signed and there may not be a reasonable way to remove existing boxes, but would like to do so if possible. Also wants to make sure there is a process to make advertising decisions in the future.</p> <p>[MJ and Mike asked some clarifying questions]</p> <p>Brian: There are two ways to look at the advertising issue. One is via student government and program advisors (like the Torch advisors). The other is this council and FMP, which looks at the physical placement of the boxes or similar items as they relate to the facilities and maintenance on campus. Policy on installation could be considered by this committee, but there is no existing enforcement mechanism that this council could employ.</p> <p>Aaron: Spoke to the Torch staff and was that they don’t take funds from the college (although they do receive student fees). They said the advertising revenue allows them to remain independent as a news source. Also took</p>

	<p>concerns to ASLCC, but wasn't satisfied with the response.</p> <p>Alen: The only guidance we have on this issue right now is the Advertising COPPS procedure, which refers to advertising by Lane to the outside community. The question is really where we go from here—do we move to limit advertising. [additional discussion points to another COPPS procedure, Sales and Advertising on Campus, which is owned by Student Life and Leadership Development].</p> <p>Brian: We will continue to work with student groups and the Torch to try to find a reasonable solution and policy for future. Invited Aaron to participate in the work and committed to let him know how it progresses. [Aaron provided Council with his contact information]</p> <p>Aaron: Thanked the Council for hearing his concerns and expressed an interest in working on any policy or procedure development related to advertising. [Deborah took his information for future contact.]</p>
<p>Reports</p>	<p><u>Office of Civil Rights visit</u></p> <p>Jennifer, Todd & Deborah: Site visit schedule has been tentatively set and some materials have already been provided to investigators. Todd will be leading walkarounds at all facilities, including Florence, DTA and Titan Court, Aviation and main campus. We know there will be deficiencies, but all information will be provided and will likely lead to some guidance about what areas need to be addressed and where we can improve.</p>
	<p><u>Building 18/ Bond Update</u></p> <p>Todd: A very active, engaged PUG has slowed progress a little, but generated a lot of feedback. At some point in a project like this, the walls freeze (space has to be somewhat defined to move forward). A lot of people had concerns and comments that have been included in the design. Seismic grant approval would be received at the end of March, and some engineering work has been commissioned to facilitate that. Any seismic engineering done now can be used at any time in the future, so it's a smart planning move whether we receive the grant or not. Media Arts will be almost completely housed in Bldg 18. LCC 02/216 will be used by Media Arts during construction, and will be available for reservation again once the move is complete.</p>
	<p><u>2016 Bond: Next Steps</u></p> <p>Brian: In order to complete Board-approved polling in time for April 19 meeting, finalization needs to be completed very quickly. Patinkin Research is available on Monday, February 29, to meet with ET, Facilities Council and Bond Leadership Team. ET will meet in the morning as part of ET Retreat. Combined Facilities/BLT meeting will be scheduled in Boardroom on Monday from 2pm to 4pm. It's short notice, but an important opportunity to give feedback so they can move forward with polling quickly. Will coordinate with Alen to send out a message to both groups.</p>

	<p><u>Safety and Security at DTC</u></p> <p>Alen: [provided pictures of current state of facility, which is dirty and in disrepair; possible safety issues involving falling ceiling tiles and pest control]</p> <p>Todd: FMP reviewed the message about the condition of the building, and is looking into identifying a single restroom that can be cleaned and maintained on a regular rotation. Is also looking at a safe, portable heater that can be used where the archivist will be working on occasion. Will also add pest control for rodents. This facility is in rough shape and has deteriorated over time as it's been empty. Todd has worked on an infrastructure estimate to determine how much it will cost to reopen the building for regular use by interested community partners.</p>
<p>Space Use and Rental Policy</p>	<p><u>Space Use and Rental Policy</u></p> <p>Chris: Existing policy seems fine and is in line with subcommittee's discussion. There is a lot of work still to do in order to come up with a method of prioritization and a reasonable fee structure, as well as assigning a responsible "gate keeper" who can look at the big picture and be accountable if problems arise.</p> <p>Craig: This item was listed on the Agenda as "Space Rental," but it is really bigger than that; we are looking at space USE, and rental is potentially a part of that. [title of this discussion changed to reflect clarification] If we want to follow the PCC model, there will be a single, overarching Policy and procedures that address specific scenarios.</p> <p>Barbara: COPPS Policy "Facilities: Community Use" looks like the overarching policy right now, and it lists Executive in charge of College Council as the responsible party; that would be Mary Spilde.</p> <p>Brian: Our goal is to combine existing policies into a single, inclusive policy and make a recommendation to enact for College Council. Proposed some time ago that CML might be the "gatekeeper," but it was not a popular idea. We could look at a new proposal and look at how that might work.</p> <p>Alen: Committee has asked Lori Brendan to locate any rental information web pages to make sure committee has all the information that's currently being shared by departments. Will ask her to take them down until the committee comes up with an alternate process since it could take some time.</p> <p>Todd: If they are taken down, we need to have a form or process to use in the interim.</p> <p>Chris: The CML has policies for on-site coordinators and insurance documentation, which are things the committee will also need to consider. Other advantage of the CML as an outward "face" of the college is that they are a professional, full-time staff and have well-designed materials.</p> <p>MJ: Online PCC rental form is very good. Student of Concern process would be a model of the system at LCC, because it is directed to a different person depending on which choices are selected by the user.</p>

	Brian: To clarify, committee should continue to work on this project and develop a procedure, form, and fee structure for the use and rental process.
Meeting Adjourned	
Next Meeting	March 8, 2016 2:30 – 4:30 LCC 07/231J