

## Facilities Council Meeting Minutes

November 22, 2016

2:30 to 4:30pm

Bldg. LCC 07/212K

**Attendees:** Brian Kelly, Bobby Kirkpatrick, Paul Ruscher, Michael Sims, Craig Taylor

**Recorder:** Deborah Butler

**Guests:** Anna Scott

Item	Notes
Approval of Agenda/ Additions?	Agenda approved unanimously, with the addition of discussion & voting on inclusion of Anna Scott on Council as member by position.
Approval of Minutes	Minutes were approved unanimously.
Announcements	<p>Paul gave a talk today on climate and current political climate at the invitation of the Sustainability Committee. About a dozen people attended. Paul reports that the Science Dept has a new climate information portal: <a href="http://www.lanecc.edu/science/climate">www.lanecc.edu/science/climate</a></p> <p>In a related note, Bobby reported seeing Canada geese and cackling geese in the wetlands as part of a class project. His group is attempting to understand the conditions (including climate conditions) that attract and sustain them.</p>
Facilities Master Plan Discussion	<p>Facilities Council (oversees the project)            Planning Subcommittee (plans and coordinates the project)            Work Groups (focus on specific aspects of the project, as assigned)</p> <p><b>The Planning Subcommittee</b> shall be small (4-5 members, + Jen Steele as a facilitator/author) and agile, and will need potentially move a large amount of work in a short period of time. Subject matter experts and additional parties will be invited to participate as needed.</p> <p>Jennifer Steele, Mike Sims, Jennifer Hayward, Wilgen S. Brown/Bobby Kirkpatrick will be appointed to the</p>

	<p>committee, with a request to ask Susie Holmes and Chris Hanneson if they'd be interested in participating as well.</p> <p><b>Phase 1 of the Master Plan</b> is scheduled to be completed in Spring Term 2017. Alen requested an addition of potential bond alignment in the planning process. He proposed that language be added to the official Calendar and Work Plan to "Check in for alignment with Bond Planning Team. (FC)" Team is requested to present status report on areas of interest/priority for sub-subcommittee work at the January 11 meeting. Paul moved to add to Jan 11 meeting, and Craig seconded. Motion passed unanimously.</p>
Membership on Council by Position	<p>Anna requested membership on the council by position as part of the Institute for Sustainable Practices. Bobby and Brian discussed prior to the meeting, and expressed an equity concern around assignment of two ISP members. Paul and Craig spoke in support of adding Anna as a member by position. Alen said that his original suggestion was to assign Chris Hanneson as a member by position as an expert in Health and Safety and assignment of Anna Scott as member at large.</p> <p>Brian noted that Chris already has an official assignment, so he cannot be added as a member at large. He asked again whether it was equitable to include two representatives from a department.</p> <p>Craig asked for clarification on duration of council membership. Bobby answered that membership for students is one academic year.</p> <p>Bobby compared inclusion of two members of a department to inclusion of two students.</p> <p>Brian referred to the governance manual, which states: <i>Governance councils will also include members whose participation is necessitated by their position - that is, because their job duties are so focused on the particular area that the council could not do its work unless the person is involved. And, councils will have the opportunity to appoint additional members whose role is based on their expertise in the area. These members will be referred to as members-at-large. Members-at-large have voting rights but may not veto council consensus.</i></p> <p>Alen said that he was in favor of additions to the council since there has not been a high level of interest by potential new members.</p> <p>Brian suggested that should the council choose to assign Anna Scott as a member by position, language be added to specify an initial time frame of the current academic year.</p>

	<p>Paul moved to add Anna as a member by position for the current academic year, and Alen seconded. The motion passed. Bobby will inform Anna of her membership.</p>
<p>Bond Update</p>	<p>Alen reported that BLT reviewed the time line and scope of the proposed project to move Archives from the old downtown center to Building 4. Plans include renovation of the dental lab space to be used as a viewing room for visitors who wish to view items from the archives, and an office space for the archivist. There is some room to potentially expand in the next 10-15 years, and there was also discussion about digitizing some of the collection, possibly with some assistance from Ian Coronado. Project will commence in the NW quadrant of the first floor in winter term, provided approval is received from the Board. Brian noted that the project was not listed on the consent agenda for the December board meeting, so he will attempt to add it. Bobby asked about whether there are plans to relocate Ty the Titan mascot suit. Requirements are a private location to change into the suit, and possibly a shower. The suit can become very hot at times, and the location needs a well-ventilated storage area.</p> <p>Alen added that there would be coordination with nursing classes during the construction period. The noisiest part of the project would be at the beginning, with the actual relocation of archives occurring once the space is complete. Paul recommended the science resource center as a potential alternate meeting location for nursing students temporarily as needed.</p> <p>Building 18 sheer wall construction will begin in summer, after Medical Assistant program has completed for the academic year. Construction will attempt to coordinate with health clinic as much as possible to reduce inconvenience to students and staff.</p> <p>2 of the 3 remaining central plant projects have been completed; only remaining project is the solar lab. PUG has not yet met. BLT is working on report of allocated funds.</p> <p>Bobby asked about status of the old downtown center. Brian reported that there was interest from a few groups and funding from the City of Eugene in the building for use as an Innovation Hub or Maker Space. Success of project may rely on securing some “anchor” tenants who can help meet expenses and provide continuity, which would allow use or shared use of smaller spaces by smaller groups/startups with fewer needs and limited budgets.</p>
<p>Space Use and Rental Procedures Manual</p>	<p>Group met and requested additional information prior to next step of meeting with representative groups: Deans and Directors, CSLT and P2P. Deborah will gather the requested information from CML and other sources, and will create a draft script for committee members to take to those groups. Alen mentioned that he had spoken to Richard Lubbin, who said that James McConkey in the theater department was very interested in the work of the group. Deborah will extend an invitation to him so that he can join and participate in the remaining work if he is available.</p>

Meeting Adjourned	
<b>Next Meeting</b>	<b>December 13, 2:30 to 4:30 in LCC 07/212K</b>