**MINUTES:**

**Laney Facilities Planning Committee**

**Monday, March 2, 2015 (2:20 – 3:50 pm, Rm-T850)**

Attended: Phyllis Carter (co-chair), Kim Bretz (co-chair), Ron Betts, Evelyn Lord, Matt Petella (student rep), William Highsmith

Absent:

Chuen-Rong Chan, Charlene Santana, Peter Crabtree, Jim Cave, Don Petrilli, Jon-Mychal Cox (student rep) Catherine Du Bois, Rogeair Purnell

Handouts included:

1. Agenda
2. Space Allocation Modification by Laney President
3. Timeline for Laney College Actionable Improvement Plans
4. 2014 Laney College Facilities Priority List – Sample
5. 2015 Laney College Facilities Priority List – Sample New Format
6. Memo – New Bid Threshold
7. Memo – Deep Iyers, New Roots Program Manager (Garden Club Denial Letter)
8. Memo – DGS – DFC Resolution Ammendment for Deferred Maintenance to include 2% of General Fund
9. Overview of Measure A Procurement Procedures
10. Resolution 05/06-45 for Measure A Bond language
11. 2015-16 Deferred Maintenances – College Requested Items (PBIC presentation)
12. Weekly Report for DGS Capital an Maintenance Operations Project (02/06/15)
13. Draft – 2015-16 Deferred Maintenance College Requested Items

**Reviews / Updates (2:20 – 2:50pm):**

1. Review Minutes (2) *(Quorum 50%+1 = 8 members)* 
   * *Deferred – not a quorum*
2. Laney Facilities Updates – Garden Club; Total cost of ownership… (Carter)
   * Phyllis
3. District Facilities Committee Updates (Petrilli)

**Strategic Planning Topics (2:50 – 3:15)**

1. FPC – Space Allocation Process – Dr. Webb Modifications (Bretz)
2. FPC – Application for Facility Space Form – Dr. Webb (& Title) Modifications (Bretz)
3. AIP – Actionable Improvement Plans – Institutional Self Evaluation - Standard IIIB Facilities (Carter)

**Operational Items (3:15 – 3:50):**

1. APU Ranking Process -
   * Reformat List (match DGS / Combine A & B Categories (Campus and Dept areas)/ separate space Allocation?)
   * Cleaning up List Process?– Completed Items?
   * Need for Data Entry of Form C’s
   * Ranking – Rank all due to new criteria item and reformatting/ cleaning/ current perspectives??
2. Send Request to President to “Free Up” available construction Funds to fund small pending projects (Petrilli)????
3. Measure A - Funds Available (Carter)

Future Topics / Tabled Items:

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| --- | --- |
| * + Program Review – Processing APU’s   + Total Cost of Ownership   + Voting without Quorum   + Verizon Cell Site Proposal | * + Classroom Cleanup Project   + Facility Theft/ Vandalism and Security Issues…Camera’s …evening Sheriff   + ADA Issues |

Notes: