



Laney Facilities Planning Committee Meeting Minutes

Monday, August 26, 2019

3:00-5:00 pm, Tower 850

(approved 9/16/19)

Membership – Laney Facilities Planning Committee (FPC) - 2018-2019							
Name	Role	√	Name	Role	√	Name	Role
Stephen Corlett	Co-chair (Science Faculty)	√	Larry Chang	Classified (BEST center)	√	Myron Franklin	Faculty (CTE)
Amy Marshall	Co-chair (Business)	√	Seth Silberman	Classified (Science)	√	<i>vacant</i>	Student rep (ASLC)
Gary Albury	Director, Student Activities (Admin)	x	<i>Alejandro Acosta</i>	Classified (Theater)	√	<i>vacant</i>	Student rep (ASLC)
<i>Chuen-Rong Chan</i>	Dean of Liberal Arts (Admin)	√	Scott Godfrey	Faculty (Political Science)	√	Doug Bruce	At-large Faculty (CTE)
Seth Silberman	Note-taker	√	Evelyn Lord	Faculty (Library)	√	Roger Porter	At-large Faculty (English)

Quorum = 50%+1

AGENDA ITEM	DISCUSSION POINTS	MINUTES
Introductions	1. Review membership and "rules"	Agenda approved (SG, LC second) Minutes approved (EL, DB) SC: Not a Brown Act committee, but try and behave like one.
Approvals	2. Approve current agenda and minutes from 5/6/19	Agenda and Minutes approved (SG, LC second)
Public Comments	3. Current Committee charge	Review of FPC scope of work document AM: Not arbiters of facilities assignments, but here to analyze and make recommendations to forward to college council and president.
FPC Assessment/Goals	4. Review FPC assessment results 5. Plan goals for year 6. Review FPC calendar 7. Subcommittees	4. Review of assessment results Scooter policy update? Enforcement and adoption of policy? Board adoption or administrative policy needed? Possible need for subcommittee. Improve efficiency of meetings. Possibility for scheduling shorter meetings. New rubric for APU assessment- process to be updated this year. Need for ability of submit questions and follow-up to APU for information missing from forms. Car chargers and board policy regarding charging? Access to work order system. New policies regarding closing work orders being implemented. All work orders submitted to business office. Text notification system can also submit urgent issues.
		6. FPC Calendar

		Meeting schedule released. First and Third Monday of each month, with some off cycle meetings due to February holidays. Calendar approved unanimously (SG, EL second)
Facilities Updates	8. Updates are listed in Teamwork (OneDrive)	Student center and F building back online. One stop registration set up with power out. Elevators red tagged in student center. Major repair needed. Services above first floor need to be relocated. Forum elevator, E elevator, and theater elevator all have issues. Many issues come up due to avoidable preventative maintenance being deferred. Critical contracts need to be renewed at beginning of year. Gaps in service contracts due to board approval schedule. DFC not always responsive when issues are brought up. Resolutions can be distributed to senates for further shared governance response and to bring them to the board's attention. Presidents of LCS and LFS can also present issues to board also. Firewatch: Goal to be off firewatch by mid-Semester. Facilities updated posted to teamwork to be reviewed before meeting. PIO was sending bi monthly updates. Current plan to release bi-monthly summaries of most important facilities updates.
Local Developments	9. Draft Downtown Oakland Specific Plan 10. Lake Merritt Bart Station Redevelopment	9. City of Oakland currently open for comments on their downtown plan. 3 meetings coming up in September. 10. Development is in progress. Public forum coming up for Laney to participate in planning process. Opportunities for retail spaces and ground level public spaces.
DFC items	11. DFC communications and representation 12. Planning/learning sessions for Capital Projects 13. New Facilities Director position - comments	New interim director of facilities implementing changes at dgs, tackling many ongoing projects. FUSION consultant who inputs FUSION data has meetings scheduled. Infrastructure projects can be put in to fusion as renovation projects. First DFC meeting Sept 13 th .
Summary points	14. "Reporting-out" highlights from FPC	
Meeting Adjourned	15. Next meeting on Monday, 9/16/19	Meeting adjourned, 5pm