



Laney Facilities Planning Committee Meeting

Minutes

Monday, November 4, 2019

3:00-5:00 pm, Tower 850

(approved 11/18/20)

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)	Zachary Domingo	Student rep (ASLC)
Neil Burmenko	Director, Food Service	Robert Clark	Classified (CTE)	<i>vacant</i>	Student rep (ASLC)
Peter Crabtree	Dean CTE	Doug Bruce	Faculty (CTE)	<i>vacant</i>	At-large Faculty
Seth Silberman	Note-taker	Evelyn Lord	Faculty (Library)	<i>vacant</i>	At-large Classified

Quorum = 50%+1 (7 votes)

AGENDA ITEM	DISCUSSION POINTS	RESULTS/FOLLOW-UP ACTION
Approvals	1. Approve current agenda and minutes from 10/21/19	Agenda approved (LC, MF second). Minutes approved (4 years, 2 abstentions) (LC, SC second)
Public Comments	2. Open comment period (5 min. max)	No public comments
Updates	3. Updates loaded in Teamwork 4. Scooter policy	4. (LC) Scooter Policy PGC was going to review scooter policy at next meeting but was delayed til next meeting after that. The next step will be a review by the chancellor and if approved it would be reviewed over the course of two board meetings. Based on submittal deadlines, January or February is likeliest time for board approval.
Space Allocation	5. Laney Garden – Policy discussion and follow-up	Many groups now using the garden. Need to improve organization and signage to clarify garden use. A meeting is being planned to confer with garden stakeholders and go over rules of use of space. For every student group there needs to be a faculty or staff adviser present during garden use. Meeting scheduled for Wednesday, 11/13 at noon in the bistro.
Program Review	6. Timeline update	APR, CPR due Dec. 20 th , Prioritization will be completed Dec 20 th - January, 2020
Accreditation	7. Review of Evidence for Standards	Survey needed to assess community feedback on facilities issues on campus? Review of IIIB standards. District will need to provide evidence to the campuses to show evidence regarding

		<p>these standards. District is working on a coordinated effort to deliver information (waiting for response from DGS and Siri Brown) (Refer to III.B.1-III.B.4). Need to deliver the facts regarding III.B standards, ie. Laney fix it list. Safety records, inspections, equipment certifications, etc.</p> <p>Work order history could be added as evidence. Still need to see package that comes back from DGS.</p> <p>ACTION ITEMS need to compile: work order records for last 6 years, laney fix it list, media articles (laney tower, local newspapers, channel 2, etc), safety inspections, elevator inspections, schedule for inspections, office of risk assessment records, preventative maintenance schedules and contracts. Draft of facilities Survey to be reviewed by co-chairs to submit to students and a separate survey to send to staff.</p>
FPC Goals	<p>8. Review tasks and assignments</p> <p>9. Space allocation process subcommittee</p>	Space allocation forms are outdated and do not align with APR processes. Flow chart to show current processes. Need to update system of ranking and compiling requests.
DFC/ Bond items	10. Revised Laney FTMP	tabled
Summary points	11. "Reporting-out" highlights from FPC	tabled
Meeting Adjourned	12. Next meeting on Monday, 11/18/19 (new room T-801)	Meeting adjourned 5:10