

Facilities Committee Meeting Minutes – March 21, 2022

1. Call to Order

The meeting of the Facilities Committee (FC) was called to order by AVC Vasquez at **1:03 PM**. In response to the COVID-19 crisis, this meeting was held via video conference.

2. Roll Call

AMY COFFEY CANNOT ATTEND MEETINGS, ANTHONY TAVE BEING PROMOTED TO REGULAR MEMBER

FC Members Present:

Administrators: Alberto Vasquez (Chair), Darryl Dieter, Anthony Tave
Faculty: Steven Brown (co-Chair), Lennis Carlson, Wynd Kaufmyn, Madeline Mueller
Classified Staff: David Delgado
Students: Chi Lin Lee (Nelson)
Unrepresented: Tim Ryan

Committee Alternates Present:

Administrators:
Faculty: Alan D'Souza
Classified Staff: Michael Snider, Karl Gamarra
Students: Vacant

Not Present:

Administrators: Torrance Bynum, Amy Coffey
Faculty:
Classified: Athena Steff, Maria Salazar-Colon, Carlita Martinez
Students:
Unrepresented:

Resources: John Watkins

3. Approval of Agenda

- a. Motion to approve by Steven Brown, 2nd by Lenny Carlson. No abstentions or nay votes. Passed by acclamation.

4. Public Comment – Items not on the agenda

NOTE: Only comments submitted in writing prior to the meeting and in compliance with the requirements are presented verbatim in the meeting minutes. Any other information presented here is a topic summary only. Complete comments are available in the Zoom recording of the meeting.

- a. Written comment submitted by Harry Bernstein:
 - i. Is the 1-page summary of Fort Mason costs the same as the available spreadsheet? To get receipts/purchase orders for these Fort Mason relocation expenses of \$300 to 400 k, will the Facilities committee provide them, or do I need to submit a public records request? *AVC Vasquez advised this was a public records item and would not be provided by Facilities directly.*

- ii. The 9 part-time faculty for the AMT program were dismissed long ago. I must have meant that, in the normal course of things, the usual process would have been to eliminate those 9 faculty members. Since the last Facilities meeting, the actual layoff notices have been issued, this month. Regarding the need for "political engagement," at its January 24 meeting the Committee, after opposing the Chair's proposal to relocate the AMT program to Evans, pointedly agreed to a follow up statement that the College should "leave no stone unturned" in its efforts to have the AMT program return to the San Francisco Airport. The vote was unanimous, including the two members who had supported the relocation of the program to Evans only a few minutes earlier. The question, keeping in mind the Facilities committee's vote in January in support of the AMT program, isn't it reasonable to follow up with a resolution that would insist on supporting the AMT program in light of the recent issuance of pink slips instead of allowing it to be gutted?
- b. Steven Brown: From the last meeting it was agreed for there to be a written policy for FC members scheduled to report who cannot attend the meeting. Steven Brown volunteers to lead that task and will take any committee member volunteers to assist.

5. Approval of Minutes

- a. Public comment by Harry Bernstein: Comments about AMT program were included, but there have been developments since.
- b. Motion to approve by Steven Brown, 2nd by Michael Snider. No abstentions or nay votes; approved by acclamation.

6. Associate Vice Chancellor Report – Return to Campus – Alberto Vasquez

- a. Review of updated Covid 19 web page, information is current.
- b. Limited access continues.
- c. Library appointment system – Rosenberg, expanding to centers.
- d. Plans for student affairs - in person services.
- e. Social distancing and mask requirements will continue to be required at the college.

7. Associate Vice Chancellor Report – Construction Projects – Alberto Vasquez

- a. Bond Projects
 - i. DRT – TEF Architecture has been selected, working on final contract terms that are in legal review. Hope to have in the next day or so. After that, will be reaching out to set up BUGs.
 - ii. STEAM submitted to DSA in January, it is a 10-12 month approval process. Still meeting with the teams, will reach out to user groups as necessary.
 - iii. SSC is 4-5 months ahead of the others, submitted Oct 2021. Expecting first round of comments.
 - iv. DSPS questions/comments at last meeting – we follow up with them on some of these items.
 - v. Impact of Conlan Hall relocation: Kitchell has a specialist on board to help plan. April is a planning month and in May some relocation will occur.
- b. State Funded Projects
 - i. Utility infrastructure – down to 2-3 open items with DSA. After that will submit plans for construction to DSA.
 - ii. 750 Eddy was approved, submitting plans to DSA is next.
 - iii. Volta car charging project had some complications. We are reviewing the timeline, looking at April to finish.
 - iv. Cloud Hall is going through department program review process.
- c. PUBLIC COMMENTS

- i. Harry Bernstein made comments regarding provisions of new DRT contract and SSC swing space relocation costs.
- ii. Elaine Avrus, Learning Assistance Department Chair, made public comments regarding relocation of the English Lab. Steven Brown asked for this to be an item on the next agenda.
- iii. Michelle Simotas also made comments regarding the space for the English Lab.
- iv. Erik Greenfrost, English Lab & Tutoring Services Coordinator, provided additional comments on the subject of these programs and Rosenberg space.

8. Buildings & Grounds Director's Report – Director Anthony Tave

- a. Accounting review of budget and to ensure funds are being directed to the correct items.
- b. Work order cleanup is going well, reviewing orders and making sure they are still relevant. It is important to keep putting work orders in. Monthly schedules are taking place.
- c. Meeting with Deans and doing walkthroughs and inspections of spaces.
- d. Goal to do as much as we can during Summer to be ready for Fall.
- e. Asset Essentials will be superseding SchoolDude.
- f. Will be going through buildings flushing water since buildings have been underutilized.
- g. Public comments/questions heard.
- h. Stressing to please put work order into SchoolDude so we can track, time stamp and prioritize.
- i. Using resources as efficiently as possible.

9. Old Business

- a. Facilities Priorities Update Subcommittee – Alberto Vasquez / Steven Brown / Cherisa Yarkin
 - i. AVC Vasquez provided an update.
 - ii. Cherisa Yarkin looking forward to a workgroup in April and May to go over the program review work.
- b. Works of Art Committee
 - i. Alberto Vasquez attended the last meeting 3/9/22 and shared list of existing artwork and proposed locations at the end of construction projects. They took no exceptions to the proposal. There is a need to determine the size of the Whales piece. Next steps are documentation that will show the locations for this committee that can be passed to the PGC.
 - ii. Steven Brown requested works of art committee minutes be shared somehow with Fac Com.
- c. 2nd Read Naming & Memorials - Kristin Charles
 - i. So far there has been no input from Associated Students, Academic Senate, Classified Senate other than general approval.
 - ii. Motion to recommend by Steven Brown to put forward to PGC, 2nd by Alan D'Souza. No abstentions, no nay votes. Motion passed by acclamation.
- d. AMT Stored Equipment Disposal
 - i. 20 storage trailers in parking lot full of furniture, equipment etc. that was stored from the SFO site. Initial goal was to use Evans to store materials, but chancellor at the time did not want to proceed.
 - ii. In order to dispose of the equipment, we will have to remove items, log, track and take pictures to follow board procedures for elimination of equipment. Will use Evans location to do this. NOT moving the equipment to live here, but to be inventoried and disposed of. Similar process to Ft. Mason.
 - iii. Steven Brown commented that all board actions seem to be that regardless of feedback from any entity, the program is being dismantled.
 - iv. Public comment by Kenny Verbeckmoes: Corovan has an inventory already. (We have asked for this but haven't received it). Kenny Verbeckmoes' personal company has materials in the vans that he was letting the college use, request to have that returned.

- v. Additional public comment heard.

10. New Business

- a. Board Items Informational
 - i. Nothing this month.
- b. Board Action Items
 - i. Nothing this month

11. Future Business

- a. Call for agenda items
- b. Report about 750 Eddy – plans?
- c. LAC / Library Move
- d. AMT program
- e. Next meeting 4/25
- f. 1550 Evans?

12. Adjournment – Meeting adjourned at 2:57 PM