



# CAMPUS USE, DEVELOPMENT AND SAFETY MEETING NOTES

**Present:** Chris Renbarger, Lois Zsarnay, Deanna McFadden, Cesar Romero, Bob Sube, Mike Alexander, Robert Cabral, Melody Lopez, Amanda Burwick, Juan Zuniga, Kari Tudman, Kevin Hughes, Shannon Newby, Deborah Tyson, Daniel Goicoechea, Everardo Rivera, Teri Evans, Darlene Inda

**Absent:** Gaylene McPherson, Mike Ketaily, Rainer Mack, Leo Orange, David Gardner

**Guests:** Anthony Diaz-Brown, Gabriela Rodriguez, Luis Gonzalez

Meeting Date: **02/11/2020**

Review of Action Notes: **01/14/2020**

Recorded By: Amparo Medina

**AN = Action Needed**

**AT = Action Taken**

**D = Discussion**

**I = Information Only**

The meeting was called to order at 2:03 p.m.

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC STANDARD
I.	Welcome / Call to Order		The meeting was called to order at 2:03 p.m.		
II.	Adoption of the Agenda	I	The Committee reviewed the agenda. D. Inda moved to adopt the agenda. D. McFadden seconded. E. Rivera requested to add Action Needed as a standing item to agenda.  <b><i>Motion to approve agenda with above change passed unanimously.</i></b>		
III.	Public Comments		G. Rodriguez - Classified Senate currently selling See's candy grams as a fundraiser.		

			L. Martinez-Truax – Pull tags concern. Shared experiences with times in which she had to pull the safety tag and the need to continue using the hardware/software.		
IV.	Review of Meeting Minutes and Action Items	I	The Committee reviewed the minutes of the January 14, 2020 meeting.		
		AT	<b>E. Rivera moved to approve the minutes. D. Goicoechea seconded, and the minutes were unanimously approved.</b>		
V.	Facility Resource Requests Ranking	I,D, AN	<p>Program reviews are written in the fall and resource requests are ranked in the spring. All resource request rankings (except for faculty – Academic Senate as they will not be completed yet) will be collected and taken back to PBC at March meeting for review. All rankings (including faculty) will then be sent to Academic and Classified Senates for vetting, then back to PBC in April for final recommendation to the president.</p> <p>Do we have an idea on how much will be in the budget? No, do not have enough budget information at this time. When ranking requests, ranking should be determined based on what does the college really need.</p> <p>This is not part of the \$549,000. Those resource requests (2019-2020) were ranked at PBC and forwarded to President. These are the 2020-2021 resource requests.</p> <p>The priority column represents the individual ranking of the request by the program. As a committee we will rank all of the requests as highly important to the college, moderately important, or it would be nice to have.</p> <p>Suggestion for priority column options on form to be changed from numbered to high, medium, low.</p>		III.B

- Baseball Backstop Screen (Athletics) – Pulled. Purchase order competed and backstop will be installed this year.
- Gym Building HVAC (Athletics)  
Requested as HVAC does not function properly and gym doesn't ventilate.
- Hard Scape in front of Gym (Athletics)  
Cement area where the community market takes place. This area is a primary source of income for the Foundation. Suggestion/concern raised that this may be an issue that Foundation should cover costs. Community market makes about \$800k per year.
- Paint the Gym Building (Athletics)  
Request also includes wear and tear. Gym facilities used as a recruitment tool for potential athletes. Inside of gym is one of the best but outside needs some work
- Soccer Stadium Lights (Athletics)  
Recruiting tool for potential athletes and we are the only school with a soccer team.  
We could also rent out field in the evening. Income generation. Do we need city approval? Possibly but should still rank.
- Softball Press Box (Athletics)  
Currently have press box for baseball. With softball, announcer is sitting on a picnic bench.
- Washer and dryer preventative maintenance (Athletics)  
All uniforms are washed in house. 2 large machines.  
E. Rivera - Is there a way of diverting water to plants instead of throwing it away? Would need a holding tank. Might need a pump. Tank would have to sit on the eastside. May be able to

run it out to the soccer fields. Unknown if bleach is used which would destroy the flowers.

- Facility Modification (Automotive Technology)  
12x12 sq. ft., 5 ft. deep hole in the ground. Needs to be filled in. Huge safety hazard. Students with disabilities may possibly be left out due to accessibility reasons. Keenan advised cannot just be filled in. Engineering requirements. Not opposed to anything that gets it covered and put into use. Upwards of \$50,000 cost. Space could be used to install another lift which provides another functioning area of the shop.
- Install power outlets on lifts (Automotive Technology)  
Have about 8 lifts in the shop. 2 of them have paneling with outlets that go down. The others run extension cords from the wall. Can this be done in house? Will need to be researched.
- Storage Container (Automotive Technology)  
Need somewhere to be put their stuff. Current storage containers will not protect against rust. Requesting 2. Should come modified for proper ventilation.
- Equipment and Technology Upgrades (FTVE)  
Cant screen or broadcast work like sister colleges. Anything they try to broadcast live could be sent out to public. Understanding is we have cabling that can almost make the connection. In order to complete connection, need additional wiring. Unsure who can do the work.
- Flippable whiteboards (History)  
Screen obscures most of the white boards. Portable whiteboards give instructor option to use while the screen is also being used. The one is LS-8 is semi-functional but not great.

Specific to History. Need to consider for instruction in general - do we need portable whiteboards?

- New flooring for LS-3 (Life Sciences)  
Original tile from when building was built. Previous water leaks may have caused water to seep under tile creating damage and growth of organisms.
- Sliding Vertical Whiteboards (Life Sciences)  
Replace chalkboards with white boards. Rumors there are white boards for them over in M&O. Not sure if it is true. If so, can they be installed?
- Classrooms (Mathematics)  
Currently desks are being moved around. Sometimes they are moved back and sometimes they are not. Would like area where they don't have to worry about moving furniture back. Request is for use and scheduling. Ranking as CUDS deals with use. Mezzanine is a potential option. Concern would be with noise that carries up and the design of the Mezzanine as well.
- Outdoor Workout Space (Physical Education)  
Create a space for people that are not registered in the class who want to participate. Concern raised that it can lead to liability issues
- PE-3 and PE-4 (Physical Education)  
Desperate need for classroom space. Would help maximize current spaces on campus. Might be easier to convert some of those spaces to weight room. Older equipment is being stored in racquetball court  
This is two part request - Convert some of the space to classrooms and/or convert  
No ventilation in racquetball courts. This is not accounted for in the \$200k.

VI.	Student Parking Spots	I, D	Discussion regarding designation of parking spots to ASG students. Recommendation made or provide staff parking passes issued by campus police, instead of creating stalls.		III.B
		AT	<b>M. Lopez made motion made to designate 6 staff parking passes for ASG each semester. Adviser will decide who gets the passes. Seconded by E. Rivera. Motion passed unanimously.</b>		
VII.	Feminine Hygiene Products in Student Services Restrooms	I	<p>M. Lopez - Availability of feminine hygiene products in restrooms. Students are concerned if ASG or the Student Health Center is close, where can they go for feminine need? Also concerned with having to leave the restroom to go to SHC or ASG. Would like to have them in all restrooms.</p> <p>D. McFadden will ask other schools what they are doing.</p> <p>Money is an incentive for vandalizing. Figure out more locations on campus. Should be free. Have more stations around campus. Previously had machines but had a lot of vandalism.</p> <p>Should come out of the student health fee.</p> <p>Will be discussed further next meeting</p>	<b>(AN) D. McFadden to research how other campuses address student feminine hygiene needs</b>	II.C
VIII.	<p>Standing Items:</p> <ul style="list-style-type: none"> <li>• Student Concerns</li> <li>• Campus Safety Issues</li> <li>• Emergency Preparedness</li> <li>• Facilities Update</li> </ul>	I,D, AN	<p><b>Action Needed (Follow-up)</b></p> <ul style="list-style-type: none"> <li>• Bathrooms in DH and SS – Work order issued. Unsure on completion. Will provide update next meeting. Assume it's completed but not sure.</li> <li>• Speed bumps – B. Sube researching pricing on all 3 roads.</li> <li>• Crosswalk option – We can get a lighted crosswalk. \$900 for lighting. Cut into ground would costs thousands so not an option. Possibility of solar lights.</li> <li>• Review summer projects – bring back to next meeting.</li> </ul>	<p><b>(AN) Bathrooms in DH and SS need update to cover up visibility gap.</b></p> <p><b>(AN) Summer projects feedback</b></p>	I.A-C, III.B

<ul style="list-style-type: none"> <li>• Police Report</li> </ul>	<p><b>Student Concerns – M. Lopez</b></p> <ul style="list-style-type: none"> <li>• No further concerns</li> </ul> <p><b>Campus Safety Issues</b></p> <ul style="list-style-type: none"> <li>• Emergency Notification System deal in place. Does not mean the college has to do away with the pull tags. Will have to review the level of maintenance. Maybe keep it in certain areas. Can also consider other options include panic buttons. Changes to the network across the campus, require each room to be re-calibrated with the pull tags. There is a lanyard that comes with new ENS which may be an option. Panic buttons are fine but do not assist when movement is involved.</li> <li>• ENS message would go out to every classroom, gathering area, push notifications on phone. Coming in multiple phases. Deployed to 700 plus computers on campus. Different targeted responses. Review cost of new lanyard versus cost of maintaining the tags and bring back to next meeting.</li> <li>• 23 class offerings scheduled for ENS training.</li> <li>• Need to have two options that work together</li> <li>• Current system, students do not have access to. New system would allow students to report items.</li> </ul> <p><b>Emergency Preparedness – M. Ketaily</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>Facilities Update</b></p> <ul style="list-style-type: none"> <li>• Fire Tech Apparatus 1<sup>st</sup> phase building has started.</li> <li>• Meeting with Art+ Design Building committee last Friday and plans should be finalized. Sent off to architect to incorporate into site plan so it can be forwarded to DSA for approval.</li> <li>• Meeting with EVA charging manufacturer. Working on plan to install Easy access station around. District has vendor they have and system they use.</li> </ul>	<p><b>(AN) Review cost of new lanyard versus cost of maintaining the tags and bring back to next meeting.</b></p>	
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			<ul style="list-style-type: none"> <li>• Solar panels – teleconference today. Still trying to figure out how to provide solar panels. Reviewing two-ways. Neither one is DSA approved. Cannot give any pricing but 5x the amount of materials to get it into the ground as Oxnard is in a liquid faction area and near a fault line. Unsure why costs were not included in the initial proposal.</li> <li>• Native plants planted. Suggestion to add signs showcasing native plants.</li> </ul> <p><b>Technology – M. Alexander</b></p> <ul style="list-style-type: none"> <li>• A. DeRouen promoted to ITSIII</li> <li>• Progress with Starfish with EAC office. Moved over to Starfish from SARS Software</li> <li>• Held final interviews for IT Help Desk Assistant.</li> <li>• 155 current work orders</li> </ul> <p><b>Police Report – C. Romero</b></p> <ul style="list-style-type: none"> <li>• January 31<sup>st</sup>, hit and run in the E lot.</li> <li>• Feb 3<sup>rd</sup> – traffic collision. Non-injury on Rose Ave. and Gary Drive.</li> <li>• Feb 7<sup>th</sup> – non-student on campus with drugs</li> <li>• Few BIT reports have been submitted.</li> <li>• D. Inda will research when the lights on Gary drive will become functioning.</li> </ul>		
IX.	Follow-up Items for Next Meeting	I	<ul style="list-style-type: none"> <li>• Resource request ranking (AN)</li> <li>• Summer projects</li> <li>• Feminine Hygiene Products (Information)</li> <li>• Lanyards cost</li> <li>• Restroom in LLRC – accessibility doors</li> <li>• Condor Hall Mezzanine</li> <li>• Add Previous Action Needed Items after minutes</li> </ul>		

**(AN) D. Inda will research when the lights on Gary drive will become functioning.**



X.	Future Meeting Dates	I	The remaining CUDS meeting dates for 2019/2020 are as follows: <ul style="list-style-type: none"><li>• March 10, 2020</li><li>• April 14, 2020</li><li>• May 12, 2020</li></ul>		
XI.	Adjournment		The meeting adjourned at 3:46 p.m.		