



CAMPUS USE, DEVELOPMENT AND SAFETY MEETING NOTES

Present: Chris Renbarger, Los Zsarnay, Cesar Romero, Bob Sube, Mike Alexander, Robert Cabral, Melody Lopez, Amanda Burwick, Gaylene McPherson, Juan Zuniga, Kevin Hughes, Rainer Mack, Deborah Tyson, Daniel Goicoechea, Leo Orange, Everardo Rivera, Teri Ortiz, Darlene Inda

Absent: Deanna McFadden, Kari Tudman, Shannon Newby

Guests: Blanca Barrios, Keller Magenau, Nicolette Garrety

Meeting Date: **10/8/19**

Review of Action Notes: **9/10/19**

Recorded By: Lori Jay

AN = Action Needed

AT = Action Taken

D = Discussion

I = Information Only

The meeting was called to order at 2:00 p.m.

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC STANDARD
I.	Welcome / Call to Order		The meeting was called to order at 2:00 p.m.		
II.	Adoption of the Agenda	I	The Committee reviewed the Agenda. E. Rivera moved to adopt the Agenda. D. Inda seconded, <i>and the motion carried unanimously.</i>		
III.	Public Comments		There were no public comments.		
IV.	Review of Meeting Minutes and Action Items	I	The Committee reviewed the minutes of the September 10, 2019 meeting.		

		AT	D. Goicoechea moved to approve the minutes. The motion was seconded, and the minutes were unanimously approved.		
V.	<p>Old Business:</p> <ul style="list-style-type: none"> • Review of Charge & Membership • Crisis Communication Plan 	I,D, AN	<p>Review of Charge & Membership</p> <p>D. Inda stated that the Classified Senate would like equal representation at most Participatory Governance meetings. For CUDS, they would like this to be the case.</p> <p>There was discussion of this Committee and that it works well. There was a suggestion to keep it integrated. The members discussed the amount of committees currently, the length of time of the committees and keeping this committee the same.</p> <p>M. Ketaily discussed safety and sharing some of the on-campus training regarding active shooter. He would like a committee to assist him with these requests as he is teaching full-time and wanting to get these requests completed.</p> <p>Crisis Communication Plan</p> <p>M. Ketaily discussed that the Crisis Communication Plan was distributed at the last meeting. R. Mack asked why there was no mention of Academic Senate in the plan. M. Ketaily stated he will address this issue. There were no other points to be added to the plan between the two meeting dates of this committee. M. Ketaily will send it to C. Renbarger and L. Zsarnay and it will be sent forward.</p> <p>M. Ketaily discussed active shooter door signs; he made updates to it. The intent is to have one in each classroom.</p> <p>K. Hughes discussed some of the classroom door locks that do not work properly. The Committee discussed having faculty be familiar with their door locks and how to lock each of their classrooms. There was discussion of having instructions on this</p>		IV.A-D

(AN) Add Academic Senate to Crisis Communication Plan

			subject posted inside each classroom. There was a suggestion to have this be a part of the faculty orientation.		
		AT	E. Rivera moved to have these instructions posted in classrooms. D. Inda seconded and the motion was approved.		
VI.	Campus Signage	I,D, AN	<p>D. Inda stated that the signage on campus is old and will be replaced. She provided an overhead projection displaying signage with colors, logos, sizes. Some signs would be Campus entrance signs, vehicular direction signs, 2-sided vehicular direction signs, parking lot signage, vehicular information signage, primary directory signs, and pedestrian direction signs.</p> <p>All of the signs can be changed or updated and are interchangeable. Solar lights will be mounted on each sign. These signs are being designed now and will need Board approval. They may be installed in summer 2020.</p> <p>There was a question regarding the school's website. The District is in the process of redesigning each school's website. D. Inda stated that our Receptionist, Dalia Guerrero, can update Oxnard College's current website content.</p> <p>C. Romero asked if we could replace the stop signs on campus. C. Renbarger will check on who would be responsible for these, the District or us</p>	(AN) C. Renbarger to look into who is responsible for replacement of stop signs on campus	III.B
VII.	Use of Undeveloped Land	I,D	<p>C. Renbarger stated that the Solar project will be put in the H parking lot rather than the undeveloped land.</p> <p>The Committee discussed the undeveloped land. President Sanchez discussed the 18-20 acres of undeveloped land in that we could leave it alone or use it in some way to assist our students. Some ideas are: student housing, international housing, temporary housing for students/staff, faculty exchange housing, use by a developer for housing, an agricultural program,</p>		III.B

			<p>a wine program, a brewing program, a pool, turf management. There was discussion of an agricultural program. This can be included within our Master Plan.</p> <p>There was a request of looking at a map at the next meeting. This will be provided for further discussion.</p>		
VIII.	Restrooms (President's Conference Room)	I,D	<p>C. Romero discussed bringing back the restrooms in the President's Conference Room. C. Renbarger gave a history of the President's Conference Room and why they were removed by the previous Administration. If the restrooms are not restored they can be used for storage.</p> <p>L. Orange discussed restroom doors in the Student Services building that are too heavy to accommodate some students in wheel chairs.</p>		III.B
		AT	<p>There was a motion from M. Lopez to turn the former restrooms in the President's Conference Room into storage. L. Orange seconded and the motion was approved.</p>		
IX.	Campus Garden	I,D	<p>C. Renbarger discussed the garden area behind the McNish Gallery. We can possibly use this as a garden area for the McNish Gallery and have tables and chairs set up for gallery events.</p> <p>The Committee discussed the area where the Culinary Program uses for herbs. The space is not utilized properly and overgrown.</p> <p>The President of the Student Garden Club discussed the underdeveloped land and that it would benefit the Culinary Department. She would like to have garden boxes and drip systems and a compost area put in. C. Renbarger stated that this will be done through Bob Sube's department.</p>		III.B

			<p>E. Rivera discussed the Chumash area and that the area is overgrown. We are in the process of hiring more grounds workers and getting quotes on removing the old dental building.</p> <p>M. Ketaily discussed the Fire Academy areas that are overgrown. B. Sube stated that we are in the process of hiring grounds workers to go check on the Fire Academy.</p>	
X.	<p>Standing Items:</p> <ul style="list-style-type: none"> • Student Concerns • Campus Safety Issues • Emergency Preparedness • Facilities Update • Police Report 	I,D	<ul style="list-style-type: none"> • Student Concerns – M. Lopez She discussed a student who lost their keys during the evening, and would like to have someone available to assist students. C. Renbarger stated that we have an Evening Attendant who is available by phone from 5:00 to 9:00 pm. Also, Campus Police is available until 12:00 midnight. C. Renbarger stated that there will be some new hiring in Campus Police. The phone number for the Evening Attendant will be posted on the ASG office door. • Campus Safety Issues None • Emergency Preparedness – M. Ketaily He discussed the recent CERT Training session and that everyone did very well. It was a good team-building day. He also stated that there will be new Cert Training sessions in spring 2020 during Flex days. <p>M. Ketaily discussed the Active Shooter scenario for classrooms and how to get the information to a large audience. It could be difficult to conduct a drill while classes are in session. This is in the planning stages.</p> <p>M. Alexander stated that we have a program for Emergency Preparedness that will be taking place over two years. There will be alerts for earthquake, tsunami, active shooter, etc. We</p>	I.A-C, III.B

will get emails and phone alerts which will be in place by the end of this semester. There will be speakers in place.

- **Facilities Update – B. Sube**

He discussed the solar plan and that trees and light poles will come down. The panels will be installed during summer 2020. Broken doors are being worked on. They are working on the Fire apparatus building.

Campus Clean-up day is on October 18, 2019.

Oxnard Elementary students will come to help put greenery near the soccer fields.

Clean air day: Three native trees were planted near the quad. ASG did a great job. This will be a yearly event

- **Police Report – C. Romero**

The California Shake Out will be at 10:17 a.m., On October 17.

C. Romero recommended that we avoid College Park next to Oxnard College as there are people there that can cause trouble.

The Physical Education area is encountering homeless trying to access the showers and restrooms. Campus Police invite these individuals to go to Student Services to enroll in classes so they can access our showers and restrooms. There was an incident approximately one month ago when a jogger was confronted by a homeless person who asked for the jogger's belongings. The person was arrested.

			There was discussion of students who declare that they are homeless, colleges must provide safety, an area to live, showers and restrooms.		
XI.	Follow-up Items for Next Meeting	I	Classroom door locks Review of Campus Map/Undeveloped Land Signage around Athletics – invite Jonas Crawford		
XII.	Future Meeting Dates	I	The remaining CUDS meeting dates for 2019/2020 are as follows: <ul style="list-style-type: none"> • November 12, 2019 • December 10, 2019 • January 14, 2020 • February 11, 2020 • March 10, 2020 • April 14, 2020 • May 12, 2020 		
XIII.	Adjournment		The meeting adjourned at 3:28 p.m.		