



# CAMPUS USE, DEVELOPMENT, AND SAFETY COMMITTEE MEETING MINUTES

**Present:** Mike Bush (*co-chair*), Everardo Rivera, Deanna McFadden, Cesar Romero, Bob Sube, Mike Alexander, Shannon Newby, Connie Owens, Mike Ketaily, Kevin Hughes, Leo Orange, Gaylene McPherson, Daniel Goicoechea, Christine Morla, Anthony Rodriguez

**Absent:** Chris Schmidt, Christine Morla, Hussein Fahs, Ken Sherwood, ASG Rep

**Guests:** Art Sandford

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Meeting Date: **10/11/16**      Minutes Approved: **09/13/16**      Recorded By: Darlene Inda

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**AN = Action Needed    AT = Action Taken    D = Discussion    I = Information Only**

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## DISCUSSION/DECISIONS

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|------|---|-------|---|
| I.   | Called to Order   | I,AT  | The meeting was called to order at 2:04pm   |
| II.  | Adoption of the Agenda  | I, AT | The committee reviewed the agenda, M. Ketaily moved to approve, A. Rodriguez seconded, and <i>the agenda was approved.</i>  |
| III. | Informational Item:<br>Accreditation – Campus<br>Forums 9/7 & 9/8 | I     | M. Bush briefly spoke about the Accreditation forums last week.   |
| IV.  | Public Comment  | I     | <ul style="list-style-type: none"><li>• L. Orange had two comments for the committee – the first comment was regarding the men’s restroom on the 1<sup>st</sup> floor of the SS building by Admission and Records which is not flushing properly and continually backing up. The second comment was regarding faculty who use the fitness center and are wondering about obtaining a key so they can use the staff restroom/locker room rather than the open one for students. M. Bush responded that these are locker rooms for the coaches and are a defined space. He added that there are showers in the main locker room with curtains. In order to provide a key for the other rooms, it would require master which is a safety concern.</li><li>• D. Mc Fadden spoke about a grant she worked on over the summer to make the campus a completely tobacco and smoke free. The college</li></ul> |

was awarded a \$7500 towards this. Soon, the law will be NO SMOKING on campus for community colleges which is on the Governor's desk for approval. This includes smoking, tobacco and vaping. C. Romero said MC is already a NO SMOKING campus and they are having issues because there isn't backing from the District office. She responded that the new law will handle this issue and when the laws pass we will have the option of fining. Currently, the Board Policy says it's up to each campus so they can't do anything about it. M. Bush added the law will come into effect 1.1.17 as it is not an emergency legislation. We will have some time to do signage, outreach, etc.

- A. Sandford – gave kudos to the revamping of the North Hall restrooms.

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|------------------|-----------------------------|------|--|
| V.               | Approval of Meeting Minutes | I,AT | The committee reviewed the minutes from April 12, 2016. C. Owens moved to approve the minutes as presented, M. Ketaily seconded, and <i>the minutes were approved unanimously.</i>   |
| VI. New Business |                             |      |  |
|                  | o Air Assessment Report     | I    | M. Bush talked about the issue last semester with roofing, where we got the MSDS sheet and there was a concern from faculty member Jeanette Redding, so there was a recommendation to get someone to test the air. We made several attempts to get different companies to come out (i.e. OSHA), and Bob was able to get someone to come out. We got a report and measured two elements in the air; one was clean and was one extremely low level, but overall the air was clean. He can email it to anyone who would like to see it. He received a thank you from J. Redding and considers the matter resolved.  |
|                  | o Sustainability Plan       | I    | <ul style="list-style-type: none"> <li>• The link to the plan has been uploaded to the Business Services page on the website as well as SharePoint.</li> <li>• He also mentioned that Alan Ainsworth is doing some Prop 39 energy efficiency projects with our students, so we will start to get some data.</li> <li>• The green light's been given to get an RFP together for solar generation. There is 1 ½ acre of land between the stadium and M&amp;O which is being looked at for the area of testing as there is a big need to get into a certificated program quickly. Our Vice Chancellor of Business Services at the District is also in support of this.</li> </ul> |

- All College Day Award Honoree(s) – Parking Space I E. Rivera proposed having the awardees at All College Day get an assigned parking spot for an entire year for both staff and faculty to acknowledge them. M. Bush said we can customize a spot for them depending on where they are located. It will be near a building they work at. K. Hughes recommended instead to put a plaque up with picture. A motion to move forward with a parking spot and plaque for awardees was made by D. Goicoechea, seconded by L. Orange and *all were unanimously in favor.*
- Women's Center I M. Bush said historically there was a faculty member who ran a center which had programs to support along with activities. We have a program for males called OMEGA. From a facility standpoint, we need a program to do this and can do space allocation once we know what the activities are. He thinks it would be good for our ladies to be connected on campus but we need to have activities. He doesn't know what this committee can act on at this point right now but asked the committee to be receptive. Who's going to run it, what are the activities, etc.
- Lactation Room I D. McFadden said the Student Health Center is the Lactation Area where there is a refrigerator for milk to be stored. This area has never been advertised or labeled and is more word of mouth. There is a program through the county that if we are a breastfeeding provider the county will come out and do signage for you.
- Serenity Room I Room for meditation or yoga. We do have some empty office space in the Admin Building on the 1<sup>st</sup> floor that we could setup for this and would be for staff and faculty only.
- Gender Neutral Bathrooms I The campus currently has eleven restrooms to accommodate this. M. Bush provided a memo he sent to CUDS with the gender neutral restrooms on campus. We need to know how to advertise or provide signage for this. The two kitchen bathrooms will probably not be advertised to the public because they are in kitchens. California passed a law concerning the Title IX law which says the individual can use a restroom for the sex they identify with and does not specify an age. For this campus, we are struggling with the area of showers as we do not have a gender neutral shower facility and would have



- o Use of LS-10
  - I This committee has brought issues regarding this classroom to the committee before. There have been two sex offenders in there using the computers as well as students finding the room open and unsupervised and use it as hang out. Another issue is the condition of devices in there. Total capacity of that room if everything worked is 24. There were faculty upset they were not involved in the decision to move class/assign Sociology 111 class to OE-2. Art Sandford said originally it was designed for a Social Science lab and did have PC's in there before. It was only scheduled one day a week for 1.5 hours and the rest of the time it was unstaffed. The bigger issue was this summer when SOC R111 got up to 35 and there were only 22 computers that work in there. Printing was an issue as well. He started asking around for another classroom that can handle the SPSS software and OE-2 worked and there were 35 students that it could accommodate. This decision was made over the summer and he did not consult faculty and typically does not consult faculty on classroom assignments unless there are any issues. K. Hughes said Marie Butler was upset about the move and that the decision was made over the summer. M. Bush said to refresh LS-10, it will cost about \$30K so the decision was made to move it to OE-2. He said some of her comments were not accurately portraying technologies role in this and it was difficult for them to get it done. The suggestions for the room now are possibly a competitive speech class or a faculty work room as it is currently not conducive to a computer lab. M. Bush recommended that the Dean meet with the department and discuss it. We should push it back to have that discussion and if there are issues ultimately it comes down to the president.

VII. Old Business

- o Measure S Update (Bob Sube)
  - I None
- Dental Hygiene Open House
  - I
    - Tomorrow from 4-6pm
    - Issue with software that's in progress.

- Campus Police Update (Cesar Romero) I
      - M. Bush shared with the committee that Lt. Romero is being reassigned to Moorpark. We have made the chief promise it is temporary and should be no more than 3 months but could be 6 months. The Chief is stating that it is for cross training reasons.
      - Recent bike thefts on campus and now have a bait” bike to hopefully catch the person responsible. This person has gotten us three times in the past couple weeks.
      - September is “National Safety Month”. On September 21<sup>st</sup>, they’re having Safety Awareness Day and will have a DUI car there. They will be doing outreach to educate our students and hoping that the event gets bigger.
  - Student Concerns I
    - M. Bush is concerned we don’t have a student on the committee. He asked D. Inda to email Gaby Rodriguez to find out who the ASG rep is.
    - Students feel there is not enough student parking and too much staff parking.
  - Facility & Safety Issues I
    - None
    - Walkthrough with Keenan today for the trip hazards on campus and she said our campus is so much safer than VC or MC.
  - Technology (Mike Alexander) I
    - Still a lot of work orders. Condor Hall is finished with five smart classrooms, digital high definition Crestron systems. New podiums just came in as well. Also finished technology in the Dental Hygiene Building. There was an excess of 180 computers built but are still on a 4-month wait.
    - Changing out podium in Condor Hall that’s the standard we want to move to take a look and see if it works for your environment.
- VIII. Adjournment I, AT The meeting adjourned at 3:54p.m.
- IX. Future CUDS Meetings I
  - October 11, 2016