



CAMPUS USE, DEVELOPMENT, AND SAFETY COMMITTEE MEETING MINUTES

Present: Mike Bush (*co-chair*), Diane Eberhardy (*co-chair*), Dan Goicoechea, Mike Alexander, Hussein Fahs, Everardo Rivera, Will Deits, Noe Ortiz, Bob Sube, Josh Lieser, Chris Schmidt, Ashley Lajoie, Connie Owens, Mike Ketaily, Deanna Flanagan, Elissa Caruth, Diane Eberhardy (*co-chair*), Leo Orange, Marc Prado,

Absent: Luanne Crockett

Guests: Christine Morla, Francisco Ferreyra, Karen Engelsen, Ashley Lajoie

Meeting Date: **02/10/15** Minutes Approved: **01/13/15** Recorded By: Darlene Inda

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

DISCUSSION/DECISIONS

- I. Called to Order I,AT The meeting was called to order at 2:04 p.m.

- II. Adoption of the Agenda I, AT The committee reviewed the agenda, E. Rivera moved to approve, M. Ketaily seconded, and *the agenda was approved unanimously.*

- III. Public Comment I Karen spoke about a couple projects to address this semester. Student communication. Would like to start talking about where those banners might be. She would like to identify permanent spots and trade them out when there are new messages. She is asking guidance from this committee.

Also, - building the transfer center. We need to start carving out a more effective transfer center and movement of setup currently in there. We need to create an office into what used to be a storage closet.

Mike said we will put it on the next agenda so we can further discuss. He asked Karen to bring ideas of where they want the banners what they will look like. Need plan/drawing of what they want to do with the center and resources identified.

Dan Goicoechea said we need this on campus. Our students are very visual and one of the problems we are having is that the students are coming in late, when to

register, etc... it will be a good visual for them.

Send all the information to Darlene so she can put it together. He invited them to come to the next meeting.

- IV. Approval of Meeting Minutes I,AT The committee reviewed the minutes from December 9, 2014. A motion was made by M. Ketaily to approve the minutes presented, seconded by D. Goicoechea, and *the minutes were approved unanimously.*
- V. Old Business I
- Measure S Update (Will Deits)
 - -Dental Hygiene building – behind schedule. Good news is will and heery and david umstock with contractors. There have been some issues with the superintendent and staffing the jobs. Biggest issue is we will repurposing equipment from old lab to the new lab so we have to have it up and running within a week or two when we pull it out.
 - -Marquee – should be able to break ground by the end of the month. We will do electrical internally. The will trench and run the conduits.
 - -Site signage – currently being manufactured. Don't have a date for install yet.
 - -Trying to keep all building water tight. Gotten rid of a lot of the major leaks. A lot were deteriorated drain pipes in the buildings.
 - -Trying to take care of all other workorders as much as we can.
 - -Condor Hall Update
 - Selected contractor for Condor Hall. Made recommendation on one firm and going thru the vetting process. Hopefully will be approved at January meeting.
 - Mike said that the committee requested to see the Condor Hall floorplan. We've done some tweaking on some of the rooms. He passed out a copy of the layout and reviewed it with the committee. There will be a total of 10 classrooms in the building. New ceiling, roofing, upgraded fire system throughout, and bring elevator up to current code.
 - Currently our writing lab is growing faster than their space so at some point we may be able to expand that and use the mezzanine.
 - Bob put the drawing together and if anyone needs

an electronic copy he can send it to you to see the amplified view.

- Campus Police Update (Cesar Romero) I
 - The committee discussed areas for the Art Studio and lecture room as well as an area for the Music program. This will be in the second phase after condor hall is done.
 - If any questions/concerns: ask Bob. Once construction starts it's a hard hat area so if you want to see it ahead of time, we can schedule a walkthrough with you.
 - Prepared for the semester by checking all of the phones and blue phones. Found some issues but IT is looking into. Checked parking meters as well.
 - New police officer here all this month. His name is Taylor Kronberger. He will be here, then VC and will end at Moorpark where he will work.
 - Chief Justice will be coming out here in January for a Meet and Greet. We will have some refreshments/coffee and information and emergency phone #'s for students to take with them. The students can meet the officers and learn about the day to day operations for campus police. OC will be here on January 28th 9-10am.

- Student Concerns (Noe Ortiz) I

Francisco Ferrerya-Grievances that he wants to address. He spoke of an incident where he was arrested for skateboarding on campus. He was arrested by the skate park. It was really humiliating and embarrassing and costly. He felt really disrespected on campus.

Students have been coming up to him with complaints about tickets issued.

It's the same officer and students are complaining about him and there are a lot of grievances.

Mike – he appreciates that but this committee doesn't have authority on this matter. He encouraged him to meet with Lt. Romero and Chief Justice about this issue because it is an HR issue. We also have a complaint process for this campus and he should see Karla about this because we do have a formal process. It's confidential.

- Facility & Safety Issues I
 - Proposing to add new fun field topic. We now have a districtwide emergency preparedness committee. He talked about training. There will be 12 hours of

EOC training. She will talk about the diff. branches and responsibilities. Everyone is getting cross-trained. When an incident occurs – it doesn't last that long, it's the recovery. Within one shift we will be able to get rid of most of our students and tend to our injured. We will then become a resource for the other municipalities in the county. But then we have to do our business recovery. Structure will change and assignment will change depending on the need and time of incident. He talked about our simulation center at Fire Tech.

- Flex week – he would like some help in giving classroom responses for various incidents.
- He talked about a flipchart Mike Ketaily did for fire Tech and customizing one for each building here on campus.
- Biggest obligation is communication. CLEARLY after that is evacuation.
- Everyone assigned to EOC will need to go through training.
- He asked if anyone would like to help present to let him know.
- Biggest issue here is securing doors and we have a commitment from District to fund it.
- Other safety issues:
- Just got in most of the equipment needed for safety. It will be 6 months before we are completely across campus.
- We are not requiring faculty to wear the FOB – it is not required. Will start in February. All faculty will have it before fall semester starts. Diane asked if they will need to fill out an opt-out form? Fulltime faculty will get permanent ones and adjunct will check them out.
- Fire alarms are getting recertified.
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○ Technology
(Dave Fuhrmann)

New technology in the LS building. New technology in MAC lab in PAB.

Wireless on campus and with new system putting in has new heat mapping system in it. We need to go around with meter and verify that projected numbers are factual. That will be a key component of the safety lanyards.

Smooth semester so far. Only one problem in

assessment area.
Investigating replacing existing wireless connection and would allow us to have better bandwidth.

- VI. New Business
 - I Diane will be stepping down as co-chair and Everardo has accepted to be co-chairs. She will be co-chairing PEPC. She thanked everyone.
- VII. Informational Item: Accreditation
 - I Goal to have rough draft by end of semester. We have Raul Cardoza here now as our interim VP of instruction.
Two areas this committee will do is Standard III for facilities – Tom O’Neil will chair with Mike.
Technology – do not have a co-chair yet. Looking for faculty member who has experience with Distance Ed. Marc Prado will be on committee and almost has Mike Alexander committed. Elissa Caruth said she can assist as she has a lot of knowledge on Distance Ed.
He said if ASG wants to be involved with standard III they can help out.
Darlene will send email to Noe Ortiz about assisting.
- VIII. Informational Item: Communication Council
 - I Did not meet last month. We will survey on a better time to meet that works with faculty.
- IX. Adjournment
 - I, AT The meeting adjourned at 3:15p.m.
- X. Future CUDS Meetings
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 - o February 9, 2015