



CAMPUS USE, DEVELOPMENT, AND SAFETY COMMITTEE MEETING MINUTES

Present: Mike Bush (*co-chair*), Diane Eberhardy (*co-chair*), Della Newlow, Deanna McFadden, Cesar Romero, Bob Sube, Mike Alexander, Shannon Newby, Connie Owens, Karen Perez (*ASG Rep*), Mike Ketaily, Kevin Hughes, Leo Orange, Daniel Goicoechea, Hussein Fahs, Christine Morla, Anthony Rodriguez, Alex Lynch

Absent: Jennifer Clark

Guests: Aracely Martinez (*ASG Rep*), Kari Tudman, Genneah Figueroa

Meeting Date: **10/10/2017** Minutes Approved: **09/12/17** Recorded By: Darlene Inda

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

DISCUSSION/DECISIONS

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| I. Called to Order | I,AT | The meeting was called to order at 2:06pm |
| II. Adoption of the Agenda | I, AT | The committee reviewed the agenda and it was requested to add an issue regarding the culinary program to the first agenda item under New Business. D. Goicoechea moved to approve, C. Owens seconded, and <i>the agenda was approved unanimously.</i> |
| III. Public Comment | I | K. Hughes thanked Everardo Rivera for his years of service as co-chair of the committee. |
| IV. Approval of Meeting Minutes | I,AT | The committee reviewed the minutes from May 9, 2017. C. Owens moved to approve the minutes as presented, A. Rodriguez seconded, and <i>the minutes were approved with changes.</i> |
| V. Review Committee Membership and Charge | I | M. Bush briefly reviewed the charge of the committee. S. Newby asked about members being CERT trained and if there was a deadline. |
| VI. New Business | | |
| • Facility Issue – Culinary | I | Genneah Figueroa from the culinary program talked about an issue in the culinary program, specifically in OE-12 in regards to replacing stoves and problems with current items on the service line. She said the stoves aren't working properly and in temperatures of |

70+ degrees outside, the temperature in kitchen is reaching up to 112 degrees and students are becoming faint. She said it is becoming apparent that this is going to be a continued issue with the heat. She added that because we have evening classes in that area, her concern is that the heat stays there. She would like an air conditioner added to that kitchen or evaluate the current hood system as the windows don't open well and hard to get to.

- Marine Center Funding

I,D

M. Bush said there was some concern raised regarding money for the Marine Center. Per Dr. Azari's request, the funds have been moved into an infrastructure account so it can be monitored. This issue was never brought to PBC. S. Newby added that this money isn't to do something new and that it is to maintain our existing presence since we will have to leave soon while the area is being redeveloped. M. Bush added this information should have been shared more broadly as well as the concern with budget. D. Eberhardy stated Academic Senate will be going through the process to use these funds. M. Bush said it will be used for capital projects for students in some way.

- Emergency Preparedness Training (Mike Ketaily)

I

M. Ketaily passed out two documents; Tactical Decision Games and a document regarding AB767. He highlighted the requirements of AB767 and what we are required to do and how we have complied. He said we do have an active assailant drill coming up October 25th in conjunction with a county training the same day. We are in compliance with this and he's happy about that. He talked about the tactical decision game and explained the scenario. This will go out publicly here in the next couple of days. M. Ketaily is also working on the emergency guides for Condor Hall and Student Services Buildings. M. Bush added that we are going to continue to work on our CERT training with Oxnard Fire Dept.

- Update on FY16-17 BIT Reports (Deanna McFadden)

I

D. McFadden talked about the program they use for BIT reports called Maxient. She handed out a summary from August 2016 to July 2017 which provided the types of issues that go to the team, which are not just behavioral, academic dishonesty being one of them. There are 483 reports districtwide and 103 are Oxnard College's. M. Bush said our BIT process has improved over the past couple years and faculty are seeing an improvement with the students. D. McFadden also talked about and "Assisting

Stressed Students” handbook that was presented at flex week, which she will bring to the next meeting, but if anyone wants a copy, send her an email.

- Ad-Hoc Technology Committee I M. Bush said we need to update our technology plan. We found a weakness where we have a Distance Education committee and student technology issues, but then there is Information Technology which deals with infrastructure. He said we used to have a technology committee and it fizzled out, however, we now have a director so we may be looking at getting that started again. M. Alexander will still be at the meetings, but more about safety issues. If anyone is interested in participating, let him know or your dean.

VII. Old Business

- Student Concerns - Karen Perez (ASG Secretary) and Aracely Martinez (Senator) I
 - Meal voucher program for homeless students.
 - SoCal trip to see other colleges.
 - Winter Wonderland for CARE students – dinner and gifts for students who are parents here.
- Facility and Safety Issues I
 - Talked about the garden outside which was to help with costs in the culinary program, however, there are other people on campus stealing the product from the garden when it grows. It is also being eaten by the cats and rodents on campus. There was a request to build a fence deter people from going into it. B. Sube said fencing for \$500 would cover it. C. Owens offered to pay for it as she feels it may be community market shoppers.
 - M. Bush talked about the culinary issue in OE-12 and asked Deanna if they could talk later for possible solutions to help the students as Alan Ainsworth has volunteered to assist.
 - A. Rodriguez asked about purified water stations and eager to see more on campus. M. Bush said one more station will be installed in the lobby of the PE area. The committee talked about other areas for water stations and reverse osmosis.
 - Interest by students came up to use the gym and extending the hours. M. Bush said Luis Gonzalez is working on it. He talked about classes that are in there and students who can work out as long as there is supervision. He talked about an open gym which will be offered spring semester.
 - C. Romero brought up the potholes in parking lots A, B & E.

- Tree concern by South Campus Road. B. Sube said the bench has been moved and the trees have been cut.
 - Loose tiles outside of the snack bar at the gymnasium.
 - Request for phones in Condor Hall classrooms and M. Alexander is working on it.
 - D. McFadden reminded everyone to call campus police first then they will call the Health Center if they need assistance.
 - A few committee members were disappointed that nothing was done yesterday for 9/11.
- Emergency Preparedness (Mike Bush)
 - I
 - District emergency preparedness team is reactivating. He doesn't know what direction it will go but they are trying to focus on the lock project and still working on all doors on campus to be locked from the inside.
 - We also located a company to change out the lock software on campus. Right now we are using three different software's and all of our current software will work on this one software. We found the parent company and will see if Dave Fuhrmann will help with this. The district asked that OC pilot the software because we have more automated locks than the other campuses.
 - Next project is speakers on campus for emergency broadcasting since we can't hear the speakers currently. What is frustrating is most of our campus is wired to have a speaker in the classroom. D. McFadden recommended strobes in certain areas.
 - M. Alexander is looking at other ways to see if we can tie this into our current systems.
- Facilities Update
 - I
 - M. Alexander said we have 200 more tags that are ready to be distributed and he will work with campus police to get those out. A photo will be taken and tag will be assigned. If someone has already been issued a tag, they will eventually be requested to go to campus police to have their picture taken to go with their current tag.
 - M. Bush said he would like for this committee to see in person how the system works and will coordinate with Lt. Romero. Campus Police will use a test tag and pull it so you can see how it works. M. Alexander said he's impressed how campus police uses the system. There is a

button for police assistance (red) which contacts police only, a button for medical emergency (blue) that contacts police and Deanna, and if it is pulled, it means there is an issue /violence that needs immediate response, and everyone in your area is notified. The next wave for calibration is the PAB, PE building, and Auto Technology. The buildings that were done over the summer are LS and LA buildings. Adjunct faculty can come by and check one out when they come to campus and teach.

- Soccer scoreboard installed.
- Discussed asphalt at Condor Hall.
- Various benches on campus will be repaired with recycled wood on campus.
- Maintenance & Operations built out offices and mezzanine at Condor Hall for Tutoring Center.
- Old Dental Hygiene Building – working with Oxnard Fire Department. Testing needed to be done first to make sure there was no asbestos or lead paint and it was all clear. The information was provided to OFD and we are going to burn it down with OFD. Campus police has used it in a few training exercises and OPD has done a drill in there as well.
- Marquee not seen very well. Hard with current fonts and colors to see from street. M. Bush said we are trying to simplify the information and looking at the color schemes. T. Bassett is back and we are looking into it.
- LS-1 – still at the state. Hopefully, we will have something by the end of the month. Issue is with the HVAC system on the hoods.

VIII. Informational Item: Accreditation (Mike Bush)	I	Mid-year report due in March. Chancellor would like 1 st and 2 nd reading by December. If you are interested there is a meeting tomorrow at noon.
IX. Informational Item: Strategic Planning (Chris Renbarger)	I	Process moving forward. Over summer the committee did great work. Student charrette coming up. We will be finalizing the plan and strengthening participatory governance.
X. Adjournment	I, AT	The meeting adjourned at 3:37pm.
XI. Future CUDS Meetings	I	<ul style="list-style-type: none"> • October 10, 2017