



# CAMPUS USE, DEVELOPMENT, AND SAFETY COMMITTEE MEETING MINUTES

**Present:** Mike Bush, Deanna McFadden, Cesar Romero, Bob Sube, Mike Alexander, Shannon Newby, Connie Owens, Everardo Rivera, Karen Perez, Aracely Martinez, Darlene Inda, Mike Ketaily, Kevin Hughes, Leo Orange, Daniel Goicoechea, Rainer Mack, Anthony Rodriguez, Alex Lynch, Kari Tudman, Jacquelyne Ta (proxy for Hussein Fahs)

**Absent:** Della Newlow

**Guests:** Chris Renbarger

Meeting Date: **2/13/18**

Minutes Approved: **1/9/18**

Recorded By: Lori Jay

**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 2:02 p.m.
II.	Adoption of the Agenda	I, AT	The Committee reviewed the agenda. M. Bush asked for a motion to adopt the agenda; C. Owens so moved, E. Rivera seconded and the agenda was adopted.  L. Orange will serve at the Co-Chair during this meeting in place of D. Newlow.
III.	Public Comment	I	E. Rivera asked to place "Sustainability Plan" on the next meeting agenda.
IV.	Approval of Meeting Minutes	I,AT	The Committee reviewed the minutes from the meeting of January 9, 2018. M. Bush asked for a motion to approve the minutes; D. Goicoechea so moved, M. Alexander seconded and the minutes were unanimously approved with one abstention.
V.	New Business		
	<ul style="list-style-type: none"> <li>o Facilities Resource Request Matrix</li> </ul>	I	<ul style="list-style-type: none"> <li>• M. Bush read each original Resource Request to the Committee and the Committee discussed and ranked them high, medium or low on the handout provided "2017-18 Resource Requests, Facilities". Each member turned their ranking sheets over to Lori Jay to input into a spreadsheet. This will be emailed out to the members so they can verify their rankings. All of the Resource Request rankings will</li> </ul>

			go to both senates and back to PBC.
	<ul style="list-style-type: none"> <li>○ OC Smoke/Tobacco Free Signage</li> </ul>	I,AT	<ul style="list-style-type: none"> <li>• D. McFadden provided handouts, "Quote, Displays 2 Go", an example of a portable display board and an Oxnard College map. She showed the Committee an example of a poster which promotes a smoke-free campus. C. Romero stated that if students, staff or members of the public are caught smoking on campus, they will be given: Students = a referral; staff = counselled by their supervisor; public = told that we are a smoke-free campus. There was a motion from E. Rivera to approve the signage. K. Hughes seconded and the signage was approved.</li> </ul>
VI.	Old Business		
	<ul style="list-style-type: none"> <li>○ Student Concerns - Karen Perez (ASG Secretary) and Aracely Martinez (Senator)</li> </ul>	I,D,AN	<ul style="list-style-type: none"> <li>• The water in the filling stations tastes funny. B. Sube will check the station in the Library.</li> <li>• Health concern in Condor Café regarding moldy meat; M. Bush stated he will speak with the professor.</li> <li>• Cannot use flash drives in the Library and Student Services Building computers. M. Bush stated that flash drives cannot be used in the Student Services building. M. Alexander will look in why flash drives cannot be used in the Library.</li> <li>• The Student Banner Project will be added to the next meeting's agenda.</li> </ul>
	<ul style="list-style-type: none"> <li>○ Facility and Safety Issues: Emergency Lighting</li> </ul>	I	<ul style="list-style-type: none"> <li>• M. Bush reported on the Biology Lab work is out for bid and that work should proceed on February 21, 2018. It should be open for Fall 2018.</li> <li>• We did not have enough enrollment this semester to run the Bistro. OE-10 &amp; 11 will have scheduled maintenance and upgrades done by the end of the current semester.</li> <li>• Emergency lighting was tabled due to D. Newlow being absent.</li> </ul>
	<ul style="list-style-type: none"> <li>○ Emergency Preparedness (Mike Bush)</li> </ul>	I	<ul style="list-style-type: none"> <li>• There will be a meeting on April 13, 2018 regarding a tactical drill, hosting Oxnard Police and Fire Departments and SWAT at the time of the drill.</li> </ul>
VII.	Informational Item: Academic Senate Report	I	There was no report as D. Newlow was not present.
VIII.	Informational Item: Accreditation (Mike Bush)	I	We will have a visit from Michael White in April. No specific date has been set yet.

IX.	Informational Item: Strategic Planning (Chris Renbarger)	I	C. Renbarger provided a handout, "OC Institution-wide Objectives"; he asked the members to read it and provide any feedback.
X.	Adjournment	I, AT	The meeting was adjourned at 3:41 p.m.
XI.	Future CUDS Meetings	I	<ul style="list-style-type: none"> <li>• March 13, 2018</li> <li>• April 10, 2018</li> <li>• May 8, 2018</li> </ul>

Handouts:

**2017-18 RESOURCE REQUESTS**  
**Facilities**  
**High, Medium and Low Priority Requests**

Program Name	Resource Description	Committee Priority Ratings*																Points						
		MB	AL	AR	BS	CR	CR	CO	DG	DI	DM	DN	DE	ER	HF	KH	LO		MA	MK	RM	RV	SN	
Anthropology	Improvements to LA-6 and LS-8																							0
Communication Studies	Remodel/update of LA-6																							0
Economics/Social Science	LA-6 & LS-8 Updates & Improvements																							0
Sociology	LA-6 & LA-8 Updates & Improvements																							0
Political Science	LA-6 & LS-8 Updates & Improvements																							0
Art	Reassigned space																							0
Athletics	Gym Scoreboard																							0
Automotive Technology	Facility Modification																							0
Automotive Technology	Install power outlets on lifts																							0
Campus Police	Additional cameras in parking lots																							0
Campus Police	Relocation of parking meter in H lot to C, D or E lot																							0
Coastal Env. Studies	Marine Center and Aquarium building																							0
Communication Studies	Remodel/update of LA-6																							0
Economics	Lighting modification in LS-13																							0
Economics	New window blinds in LS-13																							0
Economics/Social Science	LA-6 & LS-8 Updates & Improvements																							0
Economics/Social Science	LS Office building bulletin boards																							0
Mathematics	Remodel of LS-6																							0
Mathematics	Dedicated classroom for Math R102																							0
Mathematics	White boards for Math Lab																							0
Physical & Health Education	Reverse osmosis water station																							0
Physical & Health Education	HVAC Gym & PE/HEED classrooms/Track shade																							0
Political Science	LA-6 & LS-8 Updates & Improvements																							0
Sociology	Social Science Research Lab																							0
Sociology	LA-6 & LA-8 Updates & Improvements																							0

\* Rating Key:  
 High Priority = 3  
 Medium Priority = 2  
 Low Priority = 1

**Deanna McFadden**

**From:** Lisa Sorensen  
**Sent:** Thursday, November 16, 2017 8:43 AM  
**To:** Deanna McFadden  
**Subject:** RE: portable sandwich boards

Here you go.

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**DISPLAYS2GO** Log In | My Account

Live Chat | 800.572.2194

Shows Products:  Find > Specials > Contact Us > Wish List

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**Thanksgiving Day Holiday Hours of Operation:**  
 Our Customer Contact Center (Phone, Email, and Chat) and Warehouse operations will be closed, Thursday, November 23rd, 2017 in observance of the Thanksgiving Day Holiday. Shipping Schedule - In stock orders placed after 3pm Eastern Standard Time on Wednesday, November 22nd, 2017, will be processed on Friday, November 24th, 2017.

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Remove	Quantity	Description	Status	Each (USD)
	1	<b>CPYWS22269K</b> 22 x 28 Sandwich Sign w/ 2 UV Custom Boards, 2-Sided, Springs & Foldable Base - Grey	In Stock Ships in 4 days	\$246.53
<span style="border: 1px solid black; padding: 2px;">Update</span>				
				<b>Items Total</b>
				<b>Shipping (Ground)</b>
				<b>Sub Total</b>

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Enter Coupon Code Apply Coupon

Please limit 1 coupon per order

93033 Shipping Options

Service	Description	Rate	
Ground	1-5 Business Days	\$137.19	
3 Day Service	3 Business Days	\$422.88	<input type="button" value="Select"/>
2nd Day Air	2 Business Days	\$520.26	<input type="button" value="Select"/>
Next Day Air	1 Business Day <small>Sign locations by 3pm eastern US &amp; 3pm central US</small>	\$661.11	<input type="button" value="Select"/>

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• **Estimated Lead Time:** Lead Time is an estimate only and is based on business days. Holidays and weekends are not included in this estimate. Orders with one or more items with an estimated lead time of 1 or more are not eligible for same-day shipping. These orders are generally held until all items are ready to ship. Orders placed before 3PM Eastern Time US, on business days, begin being processed that day. Orders placed US or on non-business days, will begin being processed the next business day.

• **Artwork Product:** Lead time for products that require artwork does not begin until the artwork and/or proof has been approved. See the product page for more information about the artwork submission process. We are responsible for orders that are delayed because of artwork. Please review the artwork requirements for the product(s) prior to placing your order.

Lisa Sorensen



- PARKING LEGEND:**
- ADA
  - Visitor
  - Faculty / Staff
  - General Purpose

**FREE SPEECH AREA**

**20. MAINTENANCE - VANGUARD FACILITIES**

**21. STUDENT SERVICES AND ADMINISTRATION**

**22. LIBRARY LEARNING RESOURCE CENTER**

**23. LIBRARY TECHNICAL TUTORIAL CENTER**

**24. PHYSICAL EDUCATION**

**25. CAMPUS POLICE BUILDING (1ST FLOOR)**

**26. ADMINISTRATION BUILDING (2ND FLOOR)**

**27. CONCORD HALL (Lower Convalescent)**

**28. LIBERAL ARTS BUILDINGS**

**29. HICKORY GALLERY**

**30A. ADMINISTRATION ANNEX**

**30B. ADMINISTRATION ANNEX**

**31. MAINTENANCE - VANGUARD FACILITIES**

**32. STUDENT SERVICES AND ADMINISTRATION**

**33. LIBRARY LEARNING RESOURCE CENTER**

**34. LIBRARY TECHNICAL TUTORIAL CENTER**

**35. PHYSICAL EDUCATION**

**36. CAMPUS POLICE BUILDING (1ST FLOOR)**

**37. ADMINISTRATION BUILDING (2ND FLOOR)**

**38. CONCORD HALL (Lower Convalescent)**

**39. LIBERAL ARTS BUILDINGS**

**40. HICKORY GALLERY**

**41. ADMINISTRATION ANNEX**

**42. ADMINISTRATION ANNEX**

**43. MAINTENANCE - VANGUARD FACILITIES**

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**49. ADMINISTRATION BUILDING (2ND FLOOR)**

**50. CONCORD HALL (Lower Convalescent)**

**51. LIBERAL ARTS BUILDINGS**

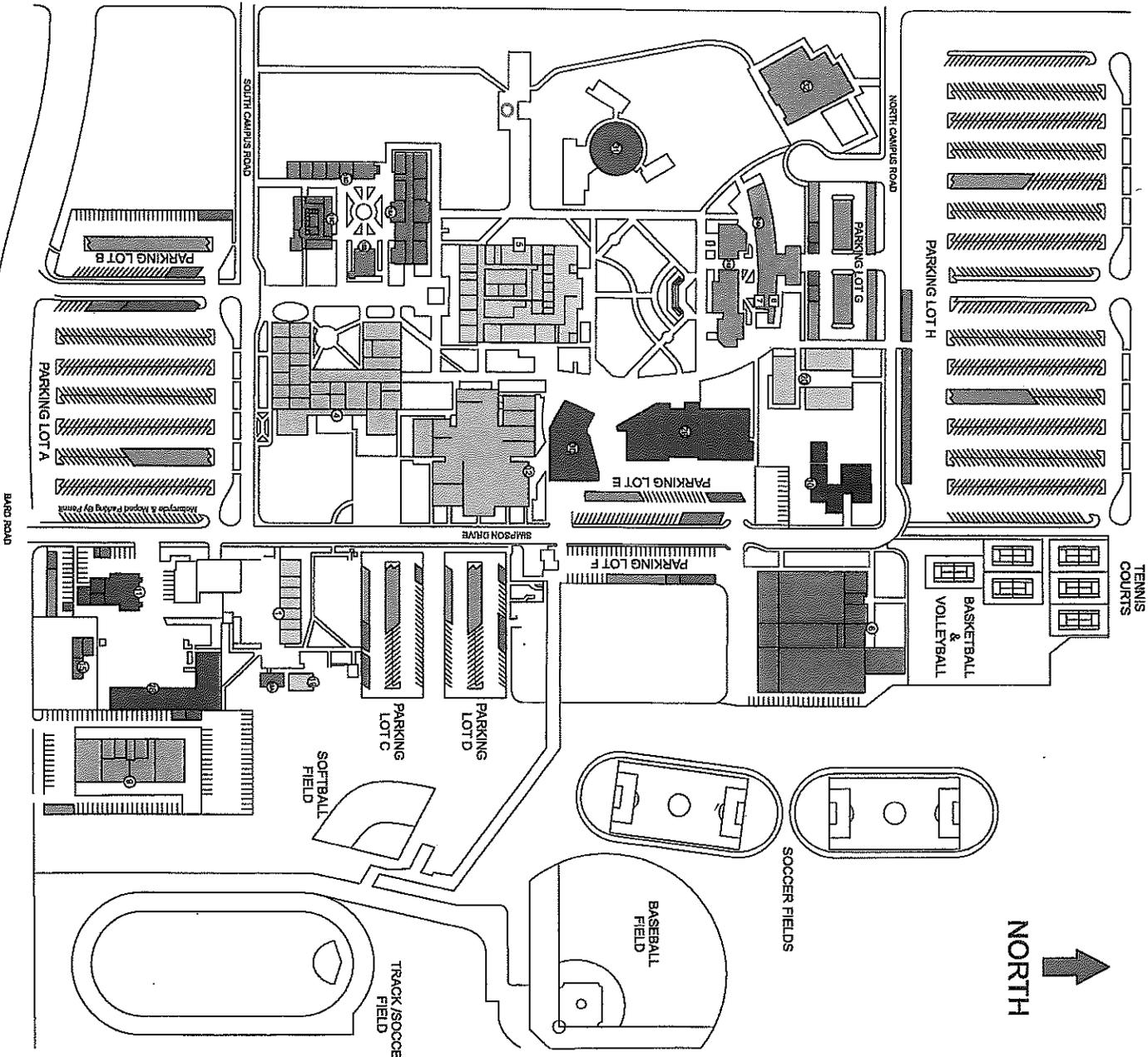
**52. HICKORY GALLERY**

**53. ADMINISTRATION ANNEX**

**54. ADMINISTRATION ANNEX**

**55. MAINTENANCE - VANGUARD FACILITIES**

**56. STUDENT SERVICES AND ADMINISTRATION**



**NORTH**

**TENNIS COURTS**

**BASKETBALL & VOLLEYBALL**

**SOCCER FIELDS**

**BASEBALL FIELD**

**TRACK/SOCCER FIELD**

**SOFTBALL FIELD**

**PARKING LOT C**

**PARKING LOT D**

**PARKING LOT F**

**PARKING LOT E**

**PARKING LOT H**

**PARKING LOT G**

**PARKING LOT A**

**PARKING LOT B**

**BAIRD ROAD**

**SOUTH CAMPUS ROAD**

**BARBISON DRIVE**

**NORTH CAMPUS ROAD**

*Industry & Hospital Parking By Permit*

Amie's

## OC Institution-wide Objectives

	Oxnard College Initiative & Goals			
	I	II	III	IV
<p><b>Objective 1:</b> Review <i>OC's Participatory Governance process(s)</i> and enhance as needed to maintain compliance with ACCJC and regulatory requirements by end of Spring 2019.</p> <p><b>Actions Steps:</b></p> <ol style="list-style-type: none"> <li>1. Identify the participatory governance team (Faculty, Classified, Students, Administrators)</li> <li>2. Review current structures, ACCJC standards and regulatory requirements to identify gaps, redundancies and areas for improvement in:               <ol style="list-style-type: none"> <li>a. Reporting Structures</li> <li>b. Lines of Communication – Closing the Loop</li> </ol> </li> <li>3. Develop recommendations based on review</li> <li>4. Update the Participatory Governance Manual based on feedback/recommendations</li> </ol>	A	A	B C D	
<p><b>Objective 2:</b> Develop and implement multiple <i>Guided Pathways</i> and make them easily accessible for students by 2022.</p> <p><b>Actions Steps:</b></p> <ol style="list-style-type: none"> <li>1. Development of Guided Pathways Work Group to spearhead the Oxnard College's GPS Program</li> <li>2. Department faculty will review their courses, degrees, certificates and awards to identify and develop potential course sequences that can be applied to their programs</li> <li>3. Work Group looks into potential software and professional development opportunities for the college, faculty and staff</li> <li>4. Work Group develops multi-year work plan and shares through PG vetting process</li> <li>5. Begin implementation of Guided Pathways for Success(GPS) at Oxnard College</li> </ol>	A C	A C	A B D	A B
<p><b>Objective 3:</b> Evaluate, develop and implement an integrated institution-wide <i>Communication Plan</i> by Spring 2023.</p> <p><b>Actions Steps:</b></p> <ol style="list-style-type: none"> <li>1. Development of an ad-hoc committee to develop an integrated communication plan.</li> <li>2. Year 1, survey the college regarding existing communication needs</li> <li>3. Year 2, create the communication plan based on identified needs</li> <li>4. Years 3-5, implement steps associated with communication plan, evaluate results for continuous quality improvement and modify as needed.</li> </ol> <p><b>I. Innovate to achieve equitable and inclusive student success.</b></p> <ol style="list-style-type: none"> <li>I.A. Actively identify current and future students' educational needs.</li> <li>I.B. Improve enrollment management practices.</li> <li>I.C. Accelerate student progression towards completion.</li> </ol> <p><b>II. Provide outstanding integrated college programs and services.</b></p> <ol style="list-style-type: none"> <li>II.A. Strengthen the college's responsiveness to student needs.</li> <li>II.B. Focus on quality instruction.</li> <li>II.C. Provide comprehensive student support.</li> </ol> <p><b>III. Invest in people, planning, and support structures.</b></p> <ol style="list-style-type: none"> <li>III.A. Enhance recruitment and professional development.</li> <li>III.B. Focus on institutional effectiveness.</li> <li>III.C. Continually refine the college's planning and resource allocation processes.</li> <li>III.D. Optimize organizational support structures.</li> </ol> <p><b>IV. Actively partner with the community.</b></p> <ol style="list-style-type: none"> <li>IV.A. Enhance awareness and positive perception of the college.</li> <li>IV.B. Foster collaborative community relations.</li> <li>IV.C. Promote shared resources with educational partners.</li> </ol>	A B C	A C	A B D	A B C

Oxnard College Initiatives I-IV  
Oxnard College Goals A-D

# Oxnard College

## February 2018 TACTICAL DECISION GAMES



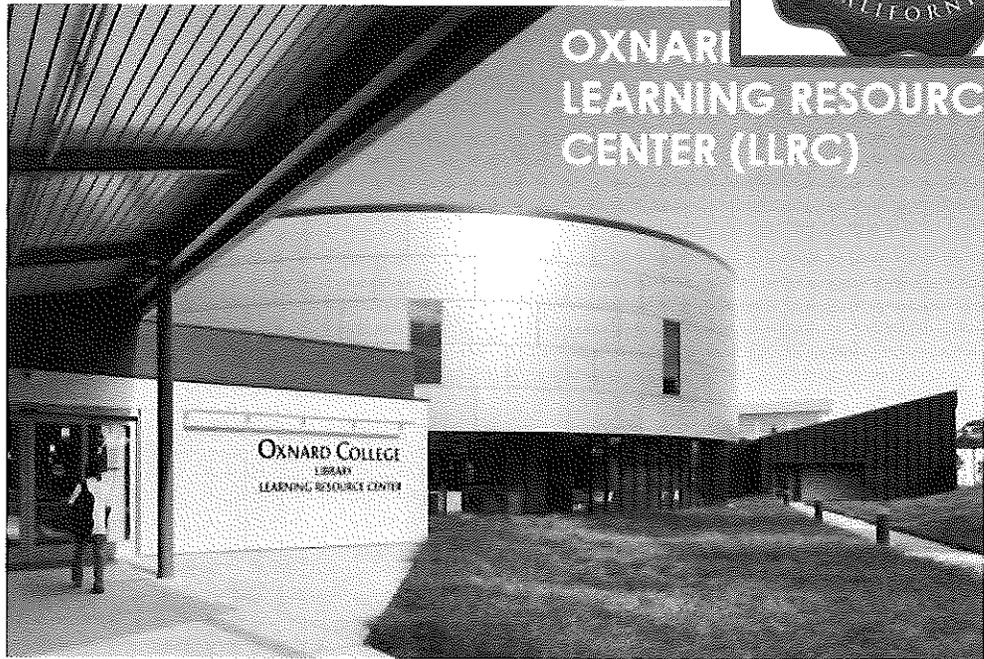
### HIGH WINDS



# O

# C

# C O N D O R S



It is late February and school is in full stride. The past week has brought torrential rains to the campus. Weather warnings for mudslides continue to dominate the news media after the Thomas Fire. A Santa Ana wind condition has developed and we are in the second day of a strong wind event. Winds in excess of 35 mph are predicted for today. On your drive to work this morning there were two traffic detours for large trees that had fallen down.

You have just completed a meeting in the LLRC and you are walking to Student Services. The wind gusts suddenly increase in velocity and you hear the sounds of wood breaking. You turn to see where the sound is coming from and you see a large eucalyptus tree fall over and land on the LLRC. This tree causes extensive damage to the LLRC. The LLRC is occupied. Panicked and injured students begin to exit the LLRC.

You hear a hissing sound near the base of the tree and begin to smell natural gas.

### Questions

- 1) How can you maintain your safety?
- 2) What notifications should you make?
- 3) What can you do to provide safety to the injured students?
- 4) What are some properties of natural gas?

When completed please email your answers to  
Michael\_ketaily@vcccd.edu