San Diego Mesa College

Facilities Committee - Minutes

Thursday, March 2, 2017

LRC 208, 2:00 - 3:00pm

|  |  |  |  |
| --- | --- | --- | --- |
| **MEMBERS** | Rachelle Agatha | Frank Fernandez (absent) | Michael McLaren |
| Christopher Manis  | Terry Hiett (absent) | Bill Brothers |
| Tim McGrath (absent) | Sara Leonard (absent) | Ailene Crakes  |
| Dave Warczakowski | John Mitchell (absent) | Taj George |
| Eduardo Arteaga (absent) | Kim Perigo |  |
|  | Erika Higginbotham |  |  |

1. **CALL TO ORDER**

|  |  |
| --- | --- |
| **Welcome** | * Rachelle called to order at 2PM. The minutes from last meeting were approved virtually.
 |

1. **Goals 16-17**

|  |  |
| --- | --- |
| **Discussion** | * Kim/Dave (Cleaning and Communication): discussion on student projects presented at subcommittee and Phase I / Phase II rollout. Update on the new online orientation regarding the message.
* Rachelle (Equipment/Planning): discussion on equipment inventory progress. Buildings will be presented as inventory is completed to assist in forecasting.
 |

1. **Ancillary Moves Update**

|  |  |
| --- | --- |
| **Discussion** | * B/K/D discussed and preliminary rooms in K Bldg briefly noted. Rachelle to bring plans back when provided to campus after review by Exec. No timeline at this time.
 |

1. **BARC**

|  |  |
| --- | --- |
| **Discussion** | * Brief discussion on BARC process for facilities and the process of reviewing requests from Program Review. Follow-up at next meeting. These requests will be the framework of the new facilities master plan.
 |

**V: Roundtable & Adjournment**

|  |  |
| --- | --- |
| **Discussion** | * Carpool and parking discussed
* Unassigned cleaning on campus discussed (computer, copiers). Dave W to follow-up with his crew and report back.
* HSI STEM room in LRC, adjunct workspaces, discussed.
* Matt Fay discussed e-waste program looking for input on location for bins.
* PCAB report date to be moved
* Adjourned 3:00pm
 |

|  |  |  |
| --- | --- | --- |
| **ACTION ITEMS** | **PERSON RESPONSIBLE** | **DEADLINE** |
|  |  |  |