

## Academic Senate - Facilities and Safety Committee Report

October 2023

**Mission** - The Facilities Committee is the participatory governance committee responsible for identifying and prioritizing capital projects including scheduled maintenance projects. It serves as an information and exchange body on facilities projects that are in construction or that are being planned.

The Facilities and Safety Committee:

- Identifies and prioritizes projects including potential hazards, operational effectiveness and appearance.
- Communicates through its members, with the college community on facilities issues, the committee's work and recommendations.
- Identifies potential secondary effects due to the construction of new facilities or the remodeling of existing ones.
- Convene and coordinate the Safety and Security Task Force (formerly known as the Safety and Security Committee) as needed.

**Academic Senate Representatives:** Jason Huskey (co-chair), Monica Zarske, Nicole Patch, Amberly Chamberlain, Darren Hostetter, Alejandro Moreno, Crystal Jenkins.

**Upcoming Meetings:** Fall 2023 Facilities Committee meeting dates: Nov. 21, Dec. 19.

**Agendas & Minutes:** ([external link](#))

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### Report from 10/17/23 Meeting by Agenda Item

#### #5 - Facility Planning, Construction and District Support Services - Project Updat3

- No district representative update provided. An updated presentation was sent (see attached)
- Dr. Hoffman discussed the updated fire evacuation route for the HS building.
- Dr. Hoffman discussed the resurrection of the Safety Workgroup. Those interested in participating email Maria Cardona by Nov. 21.

#### #6 Standing Reports

- ASG Representative Emmanuel Rodriguez
  - Meeting with DSPS to address fixing ADA compliance doors and elevators, and inclusive desks.
- Facilities Report - No report
- Campus Safety - Sgt Bob Witteman
  - No locksmith selected yet for key project.
  - HS Bldg move in December, changing cores from contract to official keys this week.
  - The new process for key and ID control keys is through the simple K system. Only two signatures from Dean & Safety.
  - Key system will be Medeco including HS, A, G, and CEC.
  - 600 new control keys.

- Great shake out is Thursday 10/19.
- Dr. Hoffman indicated AR 3501 needs to be re-written, campus security and access.
- Risk - Maus
  - One injury was reported. Dance instructor sprained knee.
  - Benefits open enrollment period starts 10/24

#### **#8 Old Business**

- ARs Safety 3500 et seq. Revisions. This committee wants to do a 1st and 2nd read, contrary to VC Iris Ingram's direction to Campus Safety. Dr. Hoffman said ARs should have voices by those affected for reads (this committee), then the college council process, then to Chancellor's cabinet and District council. Dr. Nery is now addressing this issue. Claire Coyne confirmed the process goes through CC and then DC.
- Updated goals for this year and call for a workgroup, those interested should email Maria Cardona by Nov. 21
  1. Grounds hazards
  2. Rave vs non rave notices
  3. Facilities Use rules
  4. Storage space resource
  5. Campus Appearance

#### **#9 New Business (refer to #5 above)**

#### **#10. Future Agenda Items**

- Key Access Issues
- Total Cost of Ownership of Facilities
- Scheduled/Deferred Maintenance for Centennial Education Center – DO Facilities Planning Presentation
- Campus Maintenance Subcommittee