

## Meeting Minutes

### College Facilities Committee Agenda

Tuesday, October 5, 2021

3:00 p.m. – 5:00 p.m.

Zoom URL: <https://cccconfer.zoom.us/j/8123812235>

#### MEMBERS:

VOTING – List full name below (place X in box adjacent to name when present)			
X	Tara Marrero-Classified Co-Chair		Chriss Foster Administration
X	Brock Drazen-Faculty Co-Chair		Patricia Rom Classified
X	Waaduda Karim Classified	X	Tony Powell Faculty
X	Molly Sealund Classified	X	Lesley Scurry Faculty
	Stefani de Vito-Faculty		
X	Garth Kwiecien Administration		
Guests – List full name below (place X in box adjacent to name when present)			
	President David Johnson		Maria Perez
	Anthony Walker	X	Joan Davis- Notes
	Benny Aranda		

#### GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Called to order at 3:08 pm	
II. Adoption of Agenda	<b>Motion:</b> To approve the agenda as written. Approved unanimously	Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
III. Confirmation of Membership	There are two new faculty members, Tony Powell and Lesley Scurry. Both were welcomed and thanked.	
IV. Approval of Minutes	Meeting minutes from 5/4/21 tabled without objection.  <b>Motion:</b> (Sealund) to approve minutes from 9/21/21 – approved unanimously	Present meeting minutes from 5/4/21. Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
V. Action Items/ Presentations	<b>Merritt Project Updates-</b> The Chancellors town hall was discussed. It was mentioned that a list of buildings which were in the red category or had deficiencies was issued to allow tracking of the issues. Many of the questions from the town hall were not answered nor was the staffing issues addressed. It was mentioned that an update of the drinking water being restored was not given.  It was mentioned that a phase 2 and phase 3 deep cleaning will take place. 90 % of Merritt's buildings were	Request the outcome of the phase 1 inspection. Request the water report.

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	<p>placed on the phase 1 list. The only building which was not deep cleaned by a third-party service was Building P. There may be a request made to have the third-party come out and clean the building.</p> <p>It was mentioned that the Horticulture Building will need to be placed on the list for the next phase deep cleaning.</p> <p>It was mentioned that it is important to know when staff will be returning to campus to plan for the return of faculty, staff and students.</p> <p>It was mentioned that a discussion needs to take place to find when, where and which days courses will be taught. It is important to utilize the spaces efficiently.</p> <p>It was mentioned that plenty of student athletes are very eager to return to on campus learning.</p>	<p>A recommendation (guidelines) should be sent to the College Council about the utilization of the campus, security, and block scheduling.</p>
VI. Standing Items	<p><b>Goals</b></p> <ol style="list-style-type: none"> <li>1. Have a quorum from every meeting. (50% of voting members)</li> <li>2. Review, understand and enforce CFC Bylaws.</li> <li>3. Take minutes every meeting and make sure they are posted to the website.</li> <li>4. Understand the processes involved in the 5-year facilities master plan.</li> </ol> <p><b>Update the CFC webpage.</b></p> <p><b>Review/adopt the CFC Bylaws.</b>  <a href="https://www.merritt.edu/shared-governance/wp-content/uploads/sites/300/2021/09/Merritt-College-Participatory-Governance-Handbook-Revised-May-2021.pdf">https://www.merritt.edu/shared-governance/wp-content/uploads/sites/300/2021/09/Merritt-College-Participatory-Governance-Handbook-Revised-May-2021.pdf</a></p> <p><b>Accreditation</b></p> <p><b>Equity</b></p>	<p>Joan Davis will be the meeting minute taker and upload them to the following email address.  <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a></p>
VII. New Business	<p><b>Outside Facility Rentals Update</b></p> <p>Currently World Conqueror Church is renting out the space on Sunday's and Thursday's.</p> <p>It has been extremely hard with renting out the facilities currently due to the current situation going on with Covid.</p> <p>It was asked who the other tenants are and if there will be a report issued. It was asked where the tenant schedule list should be posted.</p>	<p>The board policy will be discussed at the next meeting to address this.</p>

	<p>It was proposed that this information be posted on the website as well as in the specified building which is being rented.</p> <p>It was suggested that additional policy and protocols are in place during Covid for facilities rentals.</p> <p>It was mentioned that this committee needs to establish a guideline or recommendation on facility rentals which will have to be adopted by College Council then approved by the College President.</p> <p>Tabled for the next meeting.</p> <p><b>Building S Buildout</b> Tabled for the next meeting</p> <p><b>Lot B Project</b> Tabled for the next meeting</p> <p><b>Faculty and Staff Lounge-</b> It was mentioned that the lounge was offered to Marina Security when this space was voted on and designated as a Faculty and Staff Lounge. Tabled for the next meeting.</p>	<p>This will be discussed at the next meeting in detail.</p> <p>This will be discussed at the next meeting.</p> <p>This will be discussed at the next meeting.</p> <p>This will be discussed at the next meeting.</p>
VIII. Announcements	None	
IX. Adjournment	Adjourned at: 4:34 p.m.	