

**CENTRAL OREGON COMMUNITY COLLEGE**  
**Facilities Advisory Committee**  
**Meeting NOTES**

**IS.1** – Expand and refine data, research and assessment systems and infrastructure to support student success.

**IS.6** – Further develop and enhance facilities and infrastructure to ensure institutional quality, viability and environmental sustainability.

**IS.8** – Expand access throughout the district with long-term strategies for educational services in underserved geographic areas.

<b>Date:</b>	December 12, 2018		<b>Chair:</b>	Tim Peterson		
<b>Time:</b>	11:30am-12:30pm		<b>Chair Elect:</b>			
<b>Place:</b>	BEC Board Room		<b>Notes:</b>	Jennifer Peters		
<b>Attendees:</b>	Tim Peterson	Yes	Matt McCoy	Yes	<b>Guests:</b>	
	Karl Baldessari	Yes	Joe Viola	Yes		
	Aaron Boone	Yes	Tracy Crockett	Yes		
	Denise Hatch	Yes	<i>Student (vacant)</i>			
	Nancy Jumper	Yes	<i>Student (vacant)</i>			
			<b>Support:</b>			
			Jennifer Peters	Yes		
<b>Agenda Item</b>		<b>Discussion</b>			<b>Decision/Action</b>	<b>DRP</b> <i>Designated Responsible Person(s)</i>
<b>Call to Order/Welcome (5 minutes)</b> <ul style="list-style-type: none"> <li>Welcome</li> <li>11.30.18 FAC Meeting Notes</li> </ul>		<ul style="list-style-type: none"> <li>Tim Peterson called the meeting to order at 11:30am</li> <li>No changes to the 11.30.18 FAC meeting notes</li> </ul>				Tim Peterson
<b>FAC Proposals (20 minutes)</b> <ul style="list-style-type: none"> <li>Review Ranking Criteria Sheets</li> <li>Review FAC Work Flow</li> <li>Updates</li> </ul>		<u>FAC Proposal Updates</u> <ul style="list-style-type: none"> <li>PON 205 – Tim reached out to Sean Palagyi and Ralph Phillips – they were hoping that the project was still in the queue                             <ul style="list-style-type: none"> <li>Waiting to hear from Michael Fisher to see if there is another location that would accommodate their needs</li> </ul> </li> <li>GRV ADA Apt – Tim will reconnect with Kathy Smith and provide feedback from last year’s review</li> <li>Next two meetings (1/15 &amp; 2/14) - review proposals                             <ul style="list-style-type: none"> <li>1/15 mtg – review proposals</li> <li>2/14 mtg – review proposals</li> <li>3/14 mtg – finalize status of proposals</li> </ul> </li> </ul> <u>Facilities Use Review Criteria Sheets</u> <ul style="list-style-type: none"> <li>Tool to use to help think about the project</li> </ul>				Tim Peterson/ Matt McCoy

	<ul style="list-style-type: none"> <li>Final ranking is not necessarily the final decision – a lot depends of available funds</li> <li>Rankings are important but do not control the project</li> </ul> <p><u>FAC Work Flow</u></p> <ul style="list-style-type: none"> <li>Tim reviewed the FAC Work Flow chart which shows the steps for both facilities and maintenance requests</li> </ul>		
<b>Maintenance Projects (30 minutes)</b>	<p><u>2018-19 Maintenance Projects</u></p> <ul style="list-style-type: none"> <li>Joe Viola reviewed the maintenance project list for this year</li> <li>Construction account funds large projects, capital projects</li> <li>Joe will provide last year’s list (2017-18) showing a list with all of the projects and highlight those projects that were completed</li> <li>April’s FAC meeting will focus on the 2018-19 Maintenance Project List</li> </ul>		Joe Viola
<b>Next Steps (5 minutes)</b>	<ul style="list-style-type: none"> <li>January meeting – review proposals</li> </ul>	<ul style="list-style-type: none"> <li>January’s meeting will be used to review the first half of the proposals</li> </ul>	Tim Peterson
<b>Next Meeting:</b> Tuesday, 1/18/19, 11:30am-1:00pm, BEC Board Room			All