

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.

Date:	March 17, 2017		Chair:	Chris Egertson		
Time:	10:00-11:30am		Chair Elect:	Jenny Cruickshank		
Place:	BEC Board Room		Notes:	Jennifer Peters		
Attendees:	Brian Bubak	Yes	Matt McCoy	Yes	Guests:	
	Jenny Cruickshank	Yes	Joe Viola	No		
	Chris Egertson	Yes	Kirsteen Wolf	Yes		
	Mary Beth Hamilton	No	<i>Student (vacant)</i>			
	Tyler Hayes	No	<i>Student (vacant)</i>			
			Support:			
			Jennifer Peters	Yes		
Agenda Item		Discussion			Decision/ Action	DRP Designated Responsible Person(s)
Call to Order/Welcome (5 minutes) <ul style="list-style-type: none"> Welcome and Introductions Notes from 02.17.17 CAC Meeting 		Meeting was called to order at 10:00am. No changes to the 2.17.17 meeting notes.				Chris Egertson
2016-17 Proposals (40 minutes) <ul style="list-style-type: none"> Confirm status of proposals Review process for proposals after FAC review 		<ul style="list-style-type: none"> The committee reviewed and finalized the list of proposals submitted for the 2016-17 year (See list below) The committee reviewed the process to be used after FAC has reviewed submitted proposals <ul style="list-style-type: none"> ✓ Recommendation Form to be utilized was reviewed and approved 				All
Juniper Hall Background (20 minutes)		Background information on Juniper Hall was provided. <ul style="list-style-type: none"> OSU-C has moved out and the building is now vacant Building is not ADA compliant 				Matt McCoy

	<ul style="list-style-type: none"> Any usage change to something other than a residence hall requires updates to make the building ADA compliant Architect was hired and provided options on making the building ADA compliant Replacing the building would be cost prohibitive and the location would need to be moved as setback requirements were "grandfathered" when the College was rezoned Survey the campus for feedback on possible uses for Juniper Hall 		
2017 Facilities Master Plan (20 minutes) <ul style="list-style-type: none"> Update on Building and Classroom Usage 	<ul style="list-style-type: none"> Utilization Analysis of COCC classrooms and labs at all campus and center locations was reviewed Information being used to help guide the Facilities Master Plan 		Matt McCoy
Facilities Modification Request Form (3 minutes)	<ul style="list-style-type: none"> The existing Facilities Modification Request Form was reviewed – the committee did not have recommendations for any changes 		Chris Egertson
Next Meeting: (2 minutes) <ul style="list-style-type: none"> Friday, April 14, 10:00-11:30am Juniper Hall 	<p>Next meeting will be held in Juniper Hall so the committee can tour the facility.</p>		Chris Egertson

Proposals Submitted to the Facilities Advisory Committee

Facilities Advisory Committee - 2016-17 Facilities Requests

Request Year	Bldg	Submitted by/Dept	Brief Description	Estimated Cost	Last Date Reviewed	FAC Recommendation	Rationale	Next Steps
2016-17	Chandler	Glenda Lantis/ Continuing Ed	<u>Chandler Parking Lot Phase I</u> Pave/stripe 10 parking spots	<u>Phase I</u> \$75,000	3.17.2017	Recommend getting input from campus public safety and campus services on what makes most sense for the parking area.	A good idea to create more definitive parking spots. Want to be sure that any additional spots are safe and accomodating to visitors.	VPA to gather feedback from Campus Public Safety and Campus Services.
2016-17	Chandler	Glenda Lantis/ Continuing Ed	<u>Chandler Parking Lot Phase II</u> Consider Creating 50-75 parking spots	<u>Phase II</u> \$750,000 – \$1,125,000	3.17.2017	Recommendation is to revisit request after Bend Science Station moves out.	Bend Science Station may be in Chandler Lab until 2018. Revisit at that time to ensure need for more parking is still relevant.	VPA and Campus Services to work with Continuing Ed as timing becomes more clear.
2016-17	Deschutes	Rebecca Walker-Sands/ World Language & Cultures	<u>Deschutes 005</u> Update classroom <ul style="list-style-type: none"> • Install white boards on two walls • Replace desks with mobile chair/desks 	\$2,074	3.17.2017	No Recommendation. This is a furniture request rather than a Facilities request.	Furniture requests are handled through the Purchasing Coordinator.	Work with Linda Spaccarotelli (Purchasing) regarding furniture requests.
2016-17	Library	Jamie Rougeux/ Office of Services for Students w/Disabilities	<u>Offices of Services for Students w/Disabilities</u> Move three offices currently located in BEC (124, 125 & 115) closer to the CAP Center and Testing & Tutoring – either Library or Cascades Hall	Unknown	3.17.2017	No Recommendation. This is an office move rather than a facilities request.	Office moves are handled in a separate process between the VP for Instruction and VP for Administration	Matt McCoy will work with Betsy Julian.

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2016-17	Library	Kellie Smith/ Tutoring & Testing Center	<u>Tutoring & Testing Ctr</u> After CAP Center moves: <ul style="list-style-type: none"> • Locate Writing Center/CIS Tutoring Center to space • Designate office space as ADA Testing and on-line course testing 	Unknown	3.17.2017	Recommend to move forward following CAP Center move to Cascades Hall.	Tutoring Center can consolidate in one location. Gives Tutoring Center and Library extra space.	Recommendation to go to VP for Administration
2016-17	Grandview	Kathy Smith/ Math Dept	<u>Previous ADA Apt</u> Modify previously used ADA apartment into staff conference room, student study room, private tutoring room or classroom	Unknown	3.17.2017	Do not recommend until more clarity is brought to the project.	Committee agrees that the space could be used as something else. The request needs to be more definitive because it could be an expensive remodel.	Revisit request when project is more fully developed.
2016-17	Metolius	Betsy Julian/ Various Depts	<ul style="list-style-type: none"> • Modify floorplan to convert existing classroom into office space • Provide indoor access to restrooms • Upgrade temperature control • Cosmetic upgrades (paint, flooring, etc) 	Unknown	3.17.2017	Recommend to move forward by investing in design work to give the college an idea of phase options and price.	Need is high to improve both the quality of the building and work environment. Want to ensure that lost classroom space is mitigated.	Recommendation to go to VP for Administration
2016-17	Ochoco	Rebecca Walker-Sands/ World Language & Cultures	<u>Ochoco 221</u> Update classroom <ul style="list-style-type: none"> • Install white boards on two walls • Replace desks with mobile chair/desks • Replace curtains 	\$2,474	3.17.2017	No Recommendation. This is a furniture request rather than a facilities request.	Furniture requests are handled through the Purchasing Coordinator.	Work with Linda Spaccarotelli (Purchasing) regarding furniture requests.

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2016-17	Ochoco/ Pence	Bill Cravis, Peter Meyer/ Fine Arts & Communication	<u>Pence 222/224 & OCH 210/210-A</u> <ul style="list-style-type: none"> Relocate Metals classroom Expand current Ceramics classroom Acquire OCH 210-A for nascent Sculpture & 3D curriculum 	Unknown	3.17.2017	Recommend to move forward with design to get an idea of cost.	This would benefit longevity of program and success of its students.	Recommendation to go to VP for Administration
2016-17	Ochoco	Jenni Newby/ Instructional Dean	<u>Ochoco Phase II (upper level)</u> <ul style="list-style-type: none"> Add full-time, adjunct and part-time "bull-pen" offices Add student study areas, administrative office, break room and meeting space 	Est- \$1,400,000	3.17.2017	Recommend this project to be a priority and seek opportunities for funding.	Good to co-locate faculty offices. Co-location will have a positive impact on students. Good to renovate the rest of the building.	Recommendation to go to VP for Administration
2016-17	Pioneer	Dan Cecchini/ CIO	<u>PIO 111,112,113 & 114</u> <ul style="list-style-type: none"> Convert to office space to allow ITS dept to consolidate staff 	<\$450,000	3.17.2017	Recommend to move forward with design to get an idea of cost.	Good to co-locate offices. Want to ensure that lost classroom space is mitigated.	Recommendation to go to VP for Administration
2016-17	Track	Tim Peterson/ HHP Dept Chair	<u>COCC Track</u> <ul style="list-style-type: none"> Repair cracking of COCC track 	\$55,000	3.17.2017	Recommend campus services to move forward with finding a price and good contract.	Need is high as this is a safety issue. Want to ensure that repairs come with guarantee to cover future repairs.	Recommendation to go to VP for Administration
2016-17	Physiology Lab	Tim Peterson/ HHP Dept Chair	<u>Physiology Lab</u> <ul style="list-style-type: none"> Replace windows 	Unknown	3.17.2017	Recommend campus services investigate - do they need to be replaced or can they be fixed.	Need is high as this is a safety and security issue.	Submit a work ticket to Campus Services.

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2016-17	Redmond	Mike Beaulieu/ Campus Services	<u>Redmond New Storage & Maint Bldg</u> <ul style="list-style-type: none"> • Construct new storage & maintenance building • Provide housing for vehicles and equipment, tools, etc • Provide small shop space/workbench 	\$56,898 - building \$1,800 - furnishings	3.17.2017	Recommend moving forward with project.	Need is high for security purposes as well as ensuring longevity of equipment.	Recommendation to go to VP for Administration