

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

<b>Date:</b>	December 20, 2019		<b>Chair:</b>	Denise Hatch	
<b>Time:</b>	10:00-11:30am		<b>Chair Elect:</b>		
<b>Place:</b>	BEC Board Room		<b>Support:</b>	Jennifer Peters	
<b>Attendees:</b>	Karl Baldessari	Yes	Tony Russell	No	<b>Guests:</b>
	Nancy Blair-Madison	Yes	Jeffrey (JT) Strang	Yes	
	Aaron Boone	Yes	Joe Viola	Yes	
	Denise Hatch	Yes	<i>Student (vacant)</i>		
	Matt McCoy	Yes	<i>Student (vacant)</i>		
			<b>Support:</b>		
			Jennifer Peters	Yes	
<b>Agenda Item</b>		<b>Discussion</b>		<b>Decision/Action</b>	<b>DRP Designated Responsible Person(s)</b>
<b>Call to Order/Welcome</b> <ul style="list-style-type: none"> <li>Welcome</li> <li>10.01.19 FAC Meeting Notes</li> <li>FAC Charge - Update from College Affairs</li> </ul>		<ul style="list-style-type: none"> <li>There were no changes/edits to the 10.01.19 FAC meeting Notes</li> <li>College Affairs approved at second reading the modification to the language of the FAC charge</li> </ul>			Denise
<b>FAC Proposals/Updates</b> <ul style="list-style-type: none"> <li>New submission</li> </ul>		<ul style="list-style-type: none"> <li>Allied Health submitted a Facilities Modification Request Form requesting to have current open shelving modified to an enclosed, locking cabinet.</li> <li>FAC was in support of the request but recommended that it be submitted as a capital funds budget request.</li> </ul>		Recommend AH submit the request as a budget request for capital funds.	Denise/ Matt
<b>2019-20 COCC Projects</b> <ul style="list-style-type: none"> <li>Current &amp; proposed projects</li> <li>Proposed Maintenance List</li> </ul>		<ul style="list-style-type: none"> <li>Joe Viola reviewed the 2020 Maintenance Project List - he will bring the list back to FAC at their February meeting</li> <li>The 2016-20 Facilities Request Matrix was reviewed and updated</li> </ul>			Joe/ Christin Sands  Matt/ All
<b>Next Steps (5 minutes)</b> <ul style="list-style-type: none"> <li>Facilities Requests Matrix</li> </ul>		<ul style="list-style-type: none"> <li>Next meeting the Facilities Review Criteria sheet will be reviewed/updated by FAC</li> </ul>			All
<b>Next Meeting:</b> <ul style="list-style-type: none"> <li>January 17, 10:00-11:30am, BEC Boardroom</li> </ul>					All