



**CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
Integrated Planning & Budget Model (IPBM)
Facilities Committee Meeting**

Location: District Office
7600 Dublin Blvd, Third Floor
Conference Room #1
Dublin, CA 94568
Date: October 27, 2017

Meeting Minutes No: 21

Recorded by: Donna Alaoen

Persons Present:

Committee Members

- Doug Horner, Co-Chair, Administrator at Large
- Dave Fouquet, Co-Chair, Chabot College Faculty Assn
- Zahra Noorivaziri, Co-Chair, SEIU 1021 Clsfd Union
- Matthew Kritscher, Core Rep. Administrator
- Deonne Kunkel, Core Rep. Administrator
- Diane Brady, Core Rep. Administrators
- Nan Ho, Core Rep, Administrators
- Walter Blevins, Administrator at Large
- Wanda Wong, Shared Governance
- Mark Stephens, Shared Governance
- Michael Ansell, Shared Governance
- Tina Inzerilla, Shared Governance
- Scott Hildreth, Chabot College Acad Senates
- Mark Tarte, Las Positas College Acad Senates
- Heike Gecox, Las Positas College Faculty Assn
- Gordon Watt, Chabot College Clsfd Senate
- Sheri Moore, District Clsfd Senate
- Joanne Bishop-Wilbur, District Clsfd Senate
- Vacant, Chabot College Associated Student
- Vacant, Las Positas College Associated Student

Present	Not Present
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Via Phone

Other Present

- Bob Buell – Chabot College
- David Estrada – Las Positas College, Program Manager
- Ann Kroll – Chabot College, Program Manager
- Sebastian Wong – Las Positas College Acad Senates
- Scott Miner – Las Positas College
- Kirstie Burgess – Las Positas College

1. CALL TO ORDER

Zahra Noorivaziri, Committee Co-Chair, called the meeting to order at 12:30 p.m.

2. REVIEW, DISCUSSION AND APPROVAL OF MEETING MINUTES

It was moved (Tina Inzerilla), seconded (Walt Blevins), and passed that the minutes of the September 22, 2017 (No. 20) meeting be approved. No corrections offered.

3. 2017 SPACE INVENTORY REPORT 17 UPATE – Zahra Noorivaziri

Zahra Noorivaziri explains to the committee that the district office has a requirement to report the space inventory to the Chancellor's office in Sacramento regarding all the assignable space at each campus. The assignable space consists of the classroom, lab, office, audio visual and library. This number is submitted to the State Chancellor's office in which then the capacity load ratio is determined the space inventory number divided by the enrollment of students. If the capacity load ratio is over 100% it is considered not supportable and anything under 100% is supportable. Diane Brady clarifies to the committee that in order to be considered 100% at capacity you would have use the space 53 hours per week. Ms. Noorivaziri reports to the committee that Chabot College is over 100% capacity load in the categories of lecture space (160%) and offices (143%). Las Positas College is over 100% capacity load in the categories of lecture space (122%) and offices (118%), respectively.

4. 2017/2018 SCHEDULE MAINTENANCE PROJECTS – Walt Blevins

Mr. Blevins reviews the summary for the 5 year plan regarding scheduled maintenance and the appropriate budget dollars allocated to each item. The breakdown of the scheduled maintenance consists of roof, utility, mechanical, exterior and other. The update of schedule maintenance projects is due in December. Mr. Blevins will be putting together a process on how to prioritize deferred maintenance from the bond. There is currently \$6 million in deferred maintenance budget and will distribute as needed throughout the five years. At this time we will continue to use the School Dude program to submit requests and prioritize them in order of their need. The committee discussed the availability of a special projects fund as previously done under Measure B Bond. Ms. Kroll and Mr. Blevins both confirmed that the special project funding was not allocated at the beginning of the bond program but rather at the end of the program where each campus allocated \$5 million to use for any special projects at their own discretion. Mr. Dave Fouquet would like the committee to receive further clarification and transparency on the process of how the funding source will be created in order to fund these special projects as in the past. Mr. Fouquet has requested to have more information regarding the proceeds of multiple items from the sale of the Franklin building and other capital resources. Mr. Blevins will provide the committee with a breakdown of the state guidelines for all to review and understand what kind of projects are involved with scheduled maintenance projects.

5. ADJOURNMENT

The meeting adjourned at 1:30 pm.

Next meeting: December 8, 2017 – District Office – 12:30 PM to 1:30 PM