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FACILITIES STANDING COMMITTEE

Thursday, August 27, 2020 10: 00 – 11:00 am

.MEETING VIA ZOOM

Co - Chairs:

Jeff Bajah, Faculty

Mike Bush, VP Bus & Adm.

Name of Person Taking Notes: Lissette V. Barnhart

MINUTES

1. Call to Order

Dr. Talaoc called the meeting to order at 10:00 am.

2. Approval of Minutes

M/s/p to approve minutes by consensus. Minutes approved.

3. Technology Master Plan – Report by C. Jones, Associate VP / ITS

C. Jones shared the road map for the PCC's Technology Master Plan. She provided the following items to discuss:

Technology Master planning process:

- Formal assessments will be collected during the entire process.
- Study Sessions will be scheduled to review drafts.
- A high-level time frame will be provided
- The goal of the Committees is to take the TMP for the first review for Board of Trustees in early 2020-21 and complete the Final draft for their review by March-April 2021.

PCC hired the Gensler Firm to partner with the PCC/District Technology Committee in the development of the new Technology Master Plan. Their initial work this Summer included: conducting internal reviews, assessing the current master plan, and analyzing data in preparation for the Fall 2020 engagement.

The Fall engagement phase is scheduled to begin mid-September. It will consist of reaching out to the campus and neighboring communities for survey participation, focus group meetings, community meetings, and eventually conduct town-halls to obtain feedback and input during the master plan process. The objective of these meetings is to get the community, faculty, staff, and students involved and support to ensure that the TMP correlated with the approved Education Master plan and Approved Facilities Master Plan.

Questions / E. Gomez: Where is PCC in the process of the current Technology Master Plan that is about to expire in 2020? What items on the current plan have not been accomplished or met?

Answer / C. Jones: The District Tech Committee is currently assessing and summarizing the goals of the current plan and what projects need to be part of the new plan.

Questions / E. Gomez: How if PCC planning to conduct the town halls? Is the Committee collecting data or surveying students regarding Wi-Fi? Are there plans for surveys on students' tech-services being offered on campus?

Answer / C. Jones: It is early in the process and the committee is still working out the town-hall details and how to go conduct them, but PCC/IT welcomes and will consider any feedback on what the students, staff, faculty, and the Pasadena community would like to see during the meetings and town-halls to ensure their concerns and voices are heard.

C. Jones reached out to the FSC committee and asked for their participation on the Tech Master Plan by assigning a subset of FSC members to the District Technology Committee. Members of the FSC would provide valuable input in the TMP process by overseeing that the TMP is aligned with the Board approved Facilities Master Plan.

Question / Dr. S. Talaoc: How often does the District Tech Committee meet?

Answer /C. Jones: It has been recommended for the committee to meet every 2 weeks.

M. Bush asked for members interested in being part of the subcommittee, to contact L. Barnhart. A formal recommendation of the subcommittee will be announced at the next committee meeting.

4. The Black Student Success Center - Report by Dr. Sylvia Talaoc

Dr. Talaoc provided an update on the FSC's memo supporting Black Students Center. It has been forwarded to College Council and FSC should get a response once they conduct their first meeting in September.

The Stake Holder committee met on August 20th and PCC students were invited to participate. Dr. Talaoc shared that the committee members identified several items of concern and to address them, the committee produced a survey and has been distributed to faculty, staff, and students. Once the survey responses are summarized, the Committee will review the information and share it with FSC members. Dr. Talaoc reported that moving forward, students will be members of the Stake Holders Committee. The Committee will have standing meetings every first Friday of the month and it is open to FSC members.

M. Bush shared that Dr. Giugni has consolidated several lab classes and spaces. This will have a positive effect on available spaces for the Center. Most likely, the relocation of the Center will be handled in two phases: Phase I - will be to tend to the immediate needs for the Black Students Center and available space on campus, and Phase II is the Long Term solution to locate the center in one of the planned new building.

5. Measure P Update – Report by Richard Laret / Exec Director of Facilities and Construction

R. Laret reported that as previously reported to the Committee, the three Chillers that had to be replaced, they are all in place, functioning, and just finalizing the test phases. The air-conditioning has been restored to the LL building and the CDC. The Foster Youth Center will be completed by

the end of September as other Measure P projects. Laret shared that at this point Measure P funds have been expended.

Facilities Updates - Facilities continues to work on deferred maintenance projects, disinfecting classrooms as well as working areas. They are painting and completing maintenance projects that if the campus was open, Facilities would have challenges with accessing areas.

Question / N. Dixon: What would be the next step in identifying furniture needs for the Foster Youth Center now that Foster Youth Center furniture stored in the Sarafian Building has been recovered?

Answer / L. Valencia: The furniture previously purchased is available and there is a meeting scheduled with the vendor to advise on what else will be needed for the Foster Youth Center area.

Question / N. Dixon: The Foster Youth Center, purchased 10 computers five years ago for the Foster Youth Center and due to the center not being ready, the equipment was assigned to VRC by IT.

Answer / C. Jones: New computers will be provided to the Foster Youth Center as agreed. IT will also reassess the needs of the center and provide the most appropriate equipment.

Question / E. Gomez: Will PCC students be able to access Food Pantry during the month of December since the campus will be Closed?

Answer/ R. Laret: There are several technicalities that must be met before approval to reopen and will more likely not be ready by December.

Answer / M. Bush: PCC is working on a couple of options to offer PCC students access to food when the campus is closed. One is Grocery Outlet Debit card and looking into temporarily transfer the Food Pantry to the Grace Lutheran Church on Colorado to provide students access to groceries as another option.

6. Announcement:

- Dr. S. Talaoc: C. Kollross shared the 2019-20 College Council Evaluation report and responses for the FSC. The summary will be distributed for Committee members to review and be ready to discuss at our next meeting. We can also discuss the Committee goals going forward and any improvements that can be done as a governing committee member for changes or ideas.
- M. Bush: Dr. Endrijonas has appointed Candace Jones as the new FSC Co-Chair and will be joining Dr. Talaoc co-chairing the Committee.
- M. Bush will continue to participate in the Facilities Standing Committee in the role of Committee member.

7. Future Meeting Topics

- Technology Master Plan
- The Black Student Success Center

8. Future Meeting date: 10:00 to 11:00 am -Thursday, September 24, 2020

9. Adjournment