

Facilities Council
May 24, 2016
Burns Hall 3rd Floor Board Room
Meeting Minutes

Members Present: Debi Buckley, Jason Degn, Jim Lay, Dale Montgomery, Eric Smith, Jack Thompson

Members Absent: Ethan Beckcom, Ricky Tompkins

Action Items

The Facilities Council received five facility modification requests:

1. VP of Workforce Education – Tim Cornelius requests that Center for Health Professions 3006 be utilized as a storage room for Adult Education and two employees located in the building.

Jack Thompson moved to approve, Jim Lay seconded. Vote: approved unanimously.

2. Secondary Career Center- Diana Johnson requests that Center for Health Professions 1036 and 1037 move to CHP 3011 and CHP 3013.
 - The group discussed how the addition of a Department of Public Safety office in CHP was approved at the last Facilities Council meeting. Infrastructure and media needs for the room were discussed, including the need for two additional data ports.

Jason Degn moved to approve, Dale Montgomery seconded. Vote: approved unanimously.

3. Institutional Policy – Linda Lloyd requests that Center for Health Professions 3052 be utilized as a storage room for Leadership NWACC and Step Up supplies, safety training supplies, and a secure area for file storage.

Eric Smith moved to approve, Jim Lay, seconded. Vote: approved unanimously

4. Health and Physical Education – John Luedtke requests that Center for Health Professions 3018 be utilized as a multi-use room for aerobics, self-defense, taekwondo, yoga, and kickboxing classes.
 - The group discussed how the room would be utilized by students and employees as it is currently equipped.

Jim Lay moved to approve, Jason Degn seconded. Vote: approved unanimously.

5. Finance and Administration – Jack Thompson requests modifications for renovation projects in Burns Hall. Mr. Thompson described ongoing remodeling in Burns Hall, especially on the east side of the building:
 - i. Renovation of Art Rooms 1106 and 1101- Art tables would be relaminated and replacement chairs would be ordered. Tackboard would be replaced.
 - ii. Renovation of office suites 1117 and 1124- The original carpet from the building would be replaced. New floor tiles would be installed and the room would be repainted.
 - iii. Renovation of restrooms 1321, 1322, 2319, and 2321- Four bathrooms in Burns Hall would be remodeled. Diaper changing stations would be added in each bathroom.

Mr. Thompson described how facilities are an important part of the campus and make an impression. The group discussed the importance of preventative maintenance and infrastructure. It was noted that the College did not receive general improvement funds this year. If approved by the Facilities Council, this modification would be presented at the next Board of Trustees meeting on June 13.

Dale Montgomery moved to approve, Jim Lay, seconded. Vote: approved unanimously

The meeting was adjourned at 9:50 am