

# Operations Council

## Meeting Notes

<b>NAME OF COUNCIL/TEAM:</b> Operations Council		
<b>OBJECTIVE OF MEETING:</b> Review updates from Facilities & Maintenance, Safety, Technology, Way Finding, Wellness Center Implementation, Sustainability Team Update.		
<b>DATE:</b> 10/22/2019 <b>TIME:</b> 1:30pm	<b>LOCATION/ROOM #:</b> Administrative Conference Room <b>CALL-IN NUMBER:</b> <b>CALL-IN CODE:</b>	
<b>FACILITATOR(S):</b> Kuldeep Kaur, Olga Prizhbilov		
<b>TIMEKEEPER:</b>		
<b>ASSISTANT:</b> Beth Madigan		
<b>MEMBERS PRESENT:</b> Michele Arnott, Pamela Bimbi, BonnyJean Bowman, Roger Davidson, Christopher Day, Keri Jumelet, Adam Karp, Beth Madigan, Sarah Mattson, Parrish Geary, Kuldeep Kaur, Hironobu Kobayashi, Beth Madigan, Olga Prizhbilov, Ramses Galvez (student rep)		
<b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>		
<b>UPDATES AND BRIEF REPORTS:</b>		
Topic	Person(s) Responsible	Notes
What are the facilities and maintenance updates?	Cheryl Sears	Annaliese Pennell, representing Cheryl Sears, updated the Council on facilities and maintenance projects: 1) Wellness Center's 90 day "build" started on October 21, 2019 with no significant impact to pathways; 2) Pathways between Administration and Welcome and Support Center Building will not be open until December, and the north end of the Welcome & Support Center fencing should be removed within a week; 3) Physical Education's fence for weight room usage was finished today, and will have artwork screened onto it for aesthetics; and 4) Access Road by Health & Education/Kinesiology will be available with crosswalk and stop signs.
What is the progress on the implementation of "wayfinding"?	Cheryl Sears	Wayfinding parking lot signage will go up first, then exterior building signage and within the next few months, signage in accordance with the Wayfinding Plan completed by January 2020;
What is the progress on the implementation of the "wellness center" project team recommendations?	Parrish Geary	Parrish Geary updated the Council on the activities of the Wellness Center. A new director started on October 21, 2019, and the build out has started.
What are the technology updates?	Jeff Bucher	Adam Karp provided a technology update and shared that due to security issues related to the student emails. The student email accounts will only be established following the students enrolling in classes with our colleges.
What are the safety updates?	Captain Day	Captain Chris Day updated the Council on Campus Police new hires. He indicates that one new officer may be hired by the end of 2019, 2 police cadets will graduate from the Cadet Academy in November 2019 and will start at the end of the year. Right now, ARC has one sergeant and one captain and one day officer and one night officer who are stretched thin covering their regular shifts plus football and other events, plus outreach centers.  In addition, Captain Day attends "Talks with Thomas," gave two safety talks, toured Mather with Chief and Dean of Technical Education to take stock of breakins, will attend gas mask training, and will attend "Coffee with a Cop" meetings. All fire drills have been completed for ARC's campus.  With the ACES training and the Preparedness Assessment Team (PAT) discontinued, Kuldeep Kaur asked about the EOC and the campus role versus the district role; Captain indicates that there are discussions taking place.
		The Operations Council sponsors the Sustainability Team. Narine Madramootoo Co-Chair of the Sustainability Team updated the Council outlining the 2025 regulations mandated by the State will be enforced on all community college campuses, and will attend a sustainability conference with two other Team Members to bring back processes and plans implemented by other community colleges.  The Sustainability Team Plan will consider the following: 1) engagement and

What is the progress on the Sustainability Improvement Project Team work?	Cheryl Sears	leadership; 2) environment; 3) food services; 4) technology adaptation; 5) curriculum (efforts are mostly student-driven); 6) communication and education of faculty and staff outreach; 7) laboratory spaces; 8) landscape and biological considerations; 9) waste management (Team members are meeting with Sacramento Waste Resource Management company); 10) water and transportation; and 11) equity and social justice as it pertains to accessibility issues.
		The Team will put forward both short- and long-term plans starting with waste management as a priority.

Kuldeep Kaur outlined the Sustainability Team's recommendation process: Operations Council will review the Sustainability Plan in February/March 2020, then it will go to the Executive Leadership Team to review in April/May 2020. President's Executive Staff will discuss and develop implementation plan to operationalize the recommendations.

#### ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Approval of meeting notes from 9/24/2019	Kuldeep Kaur, Olga Prizhbilov	5	Approval of meeting notes by consensus.

#### DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Student Update	Ramses Galvez	Student representative Ramses Galvez reported that an incident was reported in the Student Center hallway, and put forward a request by students that a camera be added in that location. Students used public comment to address the Los Rios Board of Trustees about food service complaints about the menu, pricing, personnel and adding more menu options.

#### ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person
Emergency Operations Committee (EOC)	Cheryl Sears
Add Student Update on all agendas	Ramses Galvez
Tour of Sign Shop	

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