Operations Council

Meeting Notes

NAME OF COUNCIL/TEAM: Operations Council			
OBJECTIVE OF MEETING: Review updates on facilities, access, technology, and safety			
DATE: 12/15/2020 **TIME:** 1:30pm		**LOCATION/ROOM #:** https://us02web.zoom.us/j/92169020797 **CALL-IN NUMBER:**1 669 900 6833 **CALL-IN CODE:** 921 6902 0797	
FACILITATOR(S): Koue Vang, Olga Prizhbilov			
TIMEKEEPER:			
ASSISTANT: Beth Madigan, Olga Prizhbilov			
MEMBERS PRESENT: Pamela Bimbi, Roger Davidson, Keri Jumelet, Michele Arnott, David Shrope-Austin, Jan Delapp, Bryon Gustafson, Olga Prizhbilov, Regena Tiner, Koue Vang,			
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):			
UPDATES AND BRIEF REPORTS:			
Topic	**Person(s) Responsible**	**Notes**	
What are the safety updates?	Captain Day	No update since last meeting.	
What are the facilities and maintenance and access updates?	Cheryl Sears	Campus will be completely closed starting Thursday 12/17 at 2 pm, opening back up on January 4th. No equipment pickup/drop off, no visiting offices, etc. during this time. Once campus opens in 2021, pickup/drop off will be open Monday through Friday 9 am to 2 pm, with night time pick up/drop off available one day a week. Any visit to campus must be coordinated with your dean/supervisor and Operations Office.	
What are the technology updates? (Technology needs for staff, chromebooks for students, etc.)	Jeff Bucher	Chromebook pickups for students will start January 11th, 2021.	
What are the budget updates for ARC?	Koue Vang	Business Services Forms all online now. New email inboxes created so forms can go to those emails instead of specific persons. Once Board of Trustees meets on 12/16/20, new pay increases (as a result of minimum wage increases) will be communicated.	
ACTION ITEMS:			
Question	**Person(s) Responsible**	**Notes and Decision(s)**	**Next Steps**
Approve meeting Minutes from 11/24/2020	Koue Vang, Olga Prizhbilov	5	Any changes can be communicated to Council Chairs and note-taker.
DISCUSSION ITEMS:			
Question	**Person(s) Responsible**	**Notes and Next Steps**	
ITEMS FOR FUTURE CONSIDERATION:			
Topic		**Contact Person**	