

# Operations Council

## Meeting Notes

<b>NAME OF COUNCIL/TEAM:</b> Operations Council		
<b>OBJECTIVE OF MEETING:</b> Review Updates for Safety, Operations/Facilities, IT, and Budgets		
<b>DATE:</b> 09/27/2022 <b>TIME:</b> 1:30pm	<b>LOCATION/ROOM #:</b> <a href="https://us02web.zoom.us/j/84357166300?pwd=anBEa2tXK2hRYWdQSDQ4Y3JJaDJTUT09">https://us02web.zoom.us/j/84357166300?</a> pwd=anBEa2tXK2hRYWdQSDQ4Y3JJaDJTUT09 <b>CALL-IN NUMBER:</b> Meeting ID: 843 5716 6300 <b>CALL-IN CODE:</b> Passcode: 010473	
<b>FACILITATOR(S):</b> Matthew Blevis		
<b>TIMEKEEPER:</b>		
<b>ASSISTANT:</b> Beth Madigan		
<b>MEMBERS PRESENT:</b>		
<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 current safety concerns and plans?	Chris Day	<ul style="list-style-type: none"> <li>• College has been quiet, busy, minor issues, two bikes stolen</li> <li>• Staff parking permits are available at the College Police Department. Employees can email or contact CP to make appointment to pick up parking permits outside of CP office Hours.</li> <li>• Scott Crow will be sending out email for fire drills. ARC main campus has over 28 buildings that will split over two semesters for fire drills. ARC is scheduled for 10/13/22 for 14 buildings. No date has been identified for Public Safety Center. Natomas will be scheduled in spring.</li> <li>• College Police is providing active shooter presentation for meetings. The next presentation will be for the UNITE center.</li> <li>• Staffing still a challenge:               <ul style="list-style-type: none"> <li>o Need to hire additional clerk for front counter</li> <li>o Two new officers hired</li> <li>o Still working with w/DO to negotiate retirement</li> </ul> </li> </ul>
What is the status of the IT projects?	Jeff Bucher	<ul style="list-style-type: none"> <li>• Mobile workforce - replacing desktops with laptops               <ul style="list-style-type: none"> <li>o Done Admin Building, Student Services building, counseling, Library, All Division Offices, the Home Bases</li> <li>o We are working on Instruction Areas now in Davies Hall and then in Howard Hall</li> </ul> </li> <li>• Service now system started - it does work. There have been 1,219 tickets for ARC since implementation on August 8th</li> <li>• Emergency Response Notification Icon (ERNI) button, district-wide supported emergency reporting tool. Our new Mobile workforce has broken the tool. The button is tied to the computer. The message it sends to the police assumes you are in the classroom or at your desk. Now that we are mobile it is less functional. We have started conversations with Campus Police and DOIT about a replacement... possibly Rave Guardian or another emergency reporting tool. This would be a district-wide tool the costs initially come from the DO but further licensing would probably be proportionate by campus.</li> <li>• Athletic fiber projects - Project to connect both Baseball and softball areas to the network infrastructure of the college. Eventually, we will hook up with the Well to create a network ring around the college.</li> <li>• Many Conference rooms have been converted into zoom rooms. IT will send out instructions to the Deans, and add a webpage letting people know the technology exists.               <ul style="list-style-type: none"> <li>o Complete: Admin, IT, BCS (STEM) and FAA Conference rooms are complete</li> <li>o To Do: President office, workforce, MESA (STEM), Board Room, and Admin II</li> <li>o AV upgrade for all four Community Rooms planned for Summer.</li> </ul> </li> </ul>
What is the status of the facilities projects?	Margaret Lednický	<ul style="list-style-type: none"> <li>• Drought tolerant landscape- on the way, ongoing, ETC 3/2023</li> <li>• Property on Myrtle to be cleared out 12/2022</li> <li>• Tech Ed - started II phase. Construction fences are up. Complicated project with a lot of utilities. ETC 11/2024</li> <li>• Natomas Phase II &amp; III - going into bidding process. ETC 8/2024</li> <li>• Sand volleyball just starting - ETC 4/2025</li> <li>• Boiler replacement</li> <li>• Offsite parking - Natomas</li> <li>• Veterans - ETC 7/2024</li> <li>• Project Request form now available online</li> </ul>
		<ul style="list-style-type: none"> <li>• SEAP, Lottery, SIEF, Guided Pathways TBA. Will share when budget has been determine for the year.</li> <li>• No New HEERF Allocation. \$2,207,982 carryover: VPA \$699,743, VPI \$1,365,210, VPS \$143,029</li> <li>• 2022-23 CDF, PDF &amp; Bookstore schedule presented</li> </ul>

• COV-19 Recovery Block Grant

What is the update on the college budget?

Koue Vang

Los Rios was allocated \$28.1 million of the \$650 million in one-time funding to establish the California Community College COVID-19 Recovery Block Grant. The funds are intended to be used on activities that directly support community college students and mitigate learning losses related to the impacts of the COVID-19 pandemic. Community college districts should prioritize the use of these one-time funds for purposes, including, but not limited to, professional development, technology infrastructure, developing open education resources and zero-textbook cost degrees, and supporting the mental health and wellness needs of students and staff.

\$28,107,978 has been allocated based on Fall 2021 headcount data as follows:

- ARC \$10,449,537
- CRC \$5,888,080
- FLC \$3,737,853
- SCC \$8,032,508

Total of 13 Student Support Specialist positions. The Student Support Specialist (limited term) positions are part of a grant received to building enrollment and retention at American River College over the next five years. The positions will be focused in the following areas:

- Outreach (3 positions) - provide services to high schools, other educational institutions, as well as services to individuals and community organizations.
- Community Outreach (1 position) - provide services to community-based organizations and will spend time in the community with organizations such as Highlands and with Project Rebound.
- Dual Enrollment (2 position) - provide services to pre-college students and programs.
- Probation (1 position) - provides services to students who are academically at risk.
- HomeBases (5 positions) - provides services in the HomeBases (guided pathways) Pathway Communities.
- Natomas Center (1 position) - provide services at the Natomas Center which includes being on and off site in the community.

**ACTION ITEMS:**

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
What is the recommendation on the Broken Women statues?	Koue Vang	<ul style="list-style-type: none"> <li>• This is a follow up from the Operations Council Meeting 4/26/22. The council recommended this item to go through PET to decide on the what action to take.</li> <li>• PET determined statues should remain where they are but for Operations to work with the Arts department to come up with better signage and plaques to inform people of what the statues represent.</li> </ul>	Operations and Arts department will work on the recommendation and circle back with update to the Operations Council
What is the status of trees on campus?	Margaret Lednický	Operations have a list of trees that need to be replaced ASAP and is seeking for approval. Operations have not been successful in contacting or identifying members in the Tree Committee. Operations Council is not opposed to moving forward with list if the Tree Committee cannot be identified.	Operations will make final attempt to contact Tree Committee before moving forward with approving list of trees to be replaced.
What is the status on the Gender Neutral Restrooms focus group?	Margaret Lednický	The Gender Neutral Restrooms focus group was not formed in spring due to the time constraint with the semester ending. Members were not identified yet.	The individuals below will follow up with each group to identify members: <ul style="list-style-type: none"> <li>• Faculty -Margaret</li> <li>• Classified - Koue</li> <li>• Student -Koue</li> <li>• DI- BJ</li> <li>• DSPS- Koue</li> </ul>
What is the proposed ITC Name Change?	BJ Snowden	<ul style="list-style-type: none"> <li>• Current Building Name: Instructional Technology Center</li> <li>• Recommended New Building Name: Center for Institutional Equity &amp; Innovation (CIEI)</li> </ul> Operations Council approved for item to move to ELT	Item to move to ELT

**DISCUSSION ITEMS:**

Question	Person(s) Responsible	Notes and Next Steps
What is the status on the ISER Core Inquiry Response?	Koue Vang	The Final ISER Core Inquiry Response was shared. The visiting team will be on campus 10/10/22 - 10/12/22. The Operations Council is scheduled to participate in for the Core Inquiry #2: Facilities Master Plan and Capitol Plan on 10/10/22, 1pm - 2pm in the Community Room (Room Number TBA)
What is the status of food services?	Koue Vang	The Brailsford & Dunlavey (B&D) Proposal was shared. B& D will be partnering with LRCCD to define and articulate the strategic value of its campus dining programs and develop a Dining Plan for each of its four (4) campuses to align with the District's goals while responding to the uniqueness of each individual campus population.

		The Operations Council will participate in a two hour Institutional Framework and Strategic Asset Value session on October 25th, 1:30 pm - 3:30 pm.
What is the proposed ITC Name Change?	BJ Snowden	
<b>ITEMS FOR FUTURE CONSIDERATION:</b>		
<b>Topic</b>	<b>Contact Person</b>	

2024 - American River College Shared Governance