

# Operations Council

## Meeting Notes

NAME OF COUNCIL/TEAM: Operations Council		
OBJECTIVE OF MEETING: Discuss the Operational Needs of American River College		
DATE: 09/26/2023 TIME: 1:30am		LOCATION/ROOM #: https://us02web.zoom.us/j/89590999950? pwd=TG80YnAwOHpJa003N3I2b2diMkQrUT09 CALL-IN NUMBER: CALL-IN CODE:
FACILITATOR(S): Koue Vang, Mary Goodall		
TIMEKEEPER:		
ASSISTANT: Stephanie Saucedo		
MEMBERS PRESENT: Michele Arnott, Pamela Bimbi, Jeff Bucher, Chris Day, Margaret Lednicky, Jordan Meyer, BJ Snowden, Devoun Stewart, Adrienne Andrews, Hannah Blodgett, Mary Goodall, Steven Roberson, Stephanie Saucedo, Koue Vang		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
UPDATES AND BRIEF REPORTS:		
Topic	Person(s) Responsible	Notes
Updates from AVP of Equity, Institutional Effectiveness and Innovation	BJ Snowden	PD opportunities for Classified Professionals  Revamp, streamline to be more intuitive to apply  Ask Classified staff for suggestions regarding different PD opportunities  Mentioned about laptop/chromebooks storage in library  shoutout to IT & Ops for getting UNITE center up and running well; student utilization increased
What is the situation on keys? What is the situation on parking?	Chris Day	Only 5 police officers out of the whole District  tentative Chief appointment on March 2024  Parking enforcement- 66 upgraded parking meter machines are up and running  AED units - pads are upgraded  ARC Fire drills on Friday, 9/29/23 at 11 am- 2 pm  ARC - only campus w/o master key
What is the situation on Facilities?	Margaret Lednicky	Ops Team - put in OT to help the faculty and staff re: Davies Hall matter  Mentioned few emergency issues: gas leak near CDC; flooding in Student Center  Continuous collaboration w/ IT team re: putting spaces together for impacted faculty/staff from Davies Hall
What are the updates on migration to Teams?	Jeff Bucher	Migration to Teams almost done - projected completion date is Oct  IT Team continuing to work on getting spaces available for faculty to teach  The limit of A5 licenses which are required to make Teams calls to the outside may require some rethinking on student help working remotely. Physical phones on the campus can make outside

		calls without taxing the amount of A5 licenses.	
What is the situation (as it pertains to Operations needs and reports) on Facilities?	Margaret Lednicky		
ACTION ITEMS:			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Is our current charter working for the needs of the OPS Council and ARC?	Koue Vang, Mary Goodall	Read through the charter Didn't do any voting	Council chair & co-chair will review bargaining units and decide next steps for updating charter
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
Issue brought forth from people in the library that seem to hear these questions often: - Lack of food on campus after 2pm, particularly in the evenings - Students can only buy scantrons during bookstore hours, but often need them for tests before the bookstore is open - Lack of a safe space to wait for someone to pick them up after evening classes	Koue Vang	Provide paper cups at refill stations  Coffee shop hours will be extended in Spring 2024 to accommodate evening classes. There are grab & go items there too: Monday - Thursday 7:30am - 7:00pm Fridays 7:30am - 2:30pm  Work w/ Ops Team to move scantron vending machine from Public Safety Training Center in McClellan to main campus  Will discuss with Ops team and LRPD re: secure waiting areas for students attending evening classes	
ITEMS FOR FUTURE CONSIDERATION:			
Topic		Contact Person	
OTHER INFORMATION: Next Meeting - October 24, 2023 1:30 pm			