

# Operations Council

## Meeting Notes

NAME OF COUNCIL/TEAM: Operations Council		
OBJECTIVE OF MEETING:		
DATE: 10/24/2023 TIME: 1:30pm		LOCATION/ROOM #: https://us02web.zoom.us/j/89590999950? pwd=TG80YnAwOHpJa003N3l2b2diMkQrUT09 CALL-IN NUMBER: CALL-IN CODE:
FACILITATOR(S): Koue Vang, Mary Goodall		
TIMEKEEPER:		
ASSISTANT: Stephanie Saucedo		
MEMBERS PRESENT: Pamela Bimbi, Jeff Bucher, Chris Day, Margaret Lednicky, Jordan Meyer, BJ Snowden, Mary Goodall, Stephanie Saucedo, Koue Vang, Erika Wescoatt		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
UPDATES AND BRIEF REPORTS:		
Topic	Person(s) Responsible	Notes
Campus Police Report Parking issues: Closure of many floors of the parking garage? Can we add signs to suggest other locations?	Chris Day	-Receiving lots of medical and mental calls lately  -Did interviews for Chief's AA  -Continuously working on hiring campus police, officers  -First forum for chief completed and 2nd one is coming up  -Police Captain pending advertisement  -Citations given out for unhoused, issues at centers  -Concluded fire drills for ARC including Safety Center; upcoming in Spring for Natomas  -Upcoming events: President's Party at McClellan, Hall of Fame, Boys with Braids  -All 14 parking meters are up and running
Operations (Custodial/Facilities/Maintenance) Report What are the updates on: Roofing? Lower Library Restoration? Veteran's Resource Center? Natomas Phase 2? Phase 3? Tech Ed Progress? Discuss the Sustainability Master Plan: Trash Pesticides STARS/AASHE All Gender Restrooms The Process/Regulations/Policies for event requests; both external and internal	Margaret Lednicky	-Roofing: no update yet  -Lower library restoration: require public bidding on Oct 31; bids will be sent to Purchasing on 11/6-12/16; 1/10/24 Board approval; 1/24/24 est. start; 4/24 est. completion  -VRC: plan resubmitted to DSA w/ changes; concerns about HVAC designs; FM is reviewing plan as well; controls need to be changed for the whole thing not just VRC  -Natomas: 12% complete; target occupancy Jan 2025; relocating some infrastructure  -Tech Ed: 32% complete; substantial completion is 12/11/24; May 2024 expected to move in Automotive & have 2 months to do then demo bldg; need to order furnitures by Nov.  -Sustainability Master Plan: Academic Senate reached out to Don Reid for signages; all constituents need to review and discuss master plan; possibly build a resource panel team; prioritizing different issues including all gender restrooms

		-Event requests: visited SCC to get insight & will implement an improved process that works for ARC	
IT Report	Jeff Bucher	<p>-The (Emergency Notification Icon) Erni button will be replaced with a new District-wide program called App Armor. This program also has a phone app, and it will be made available to students.</p> <p>-Cell Phone dead zones: The Welcome Center and the Health Center are cell phone dead zones; We're starting a project to enhance the signals for these areas by installing a cell tower donor-antenna. This antenna will service all phone carrier systems. Currently, we are working with DOIT to get quotes &amp; review possible locations for the antenna.</p> <p>-We are working with DOIT to create a system to allow our temporary staff the ability to make calls outside the district. Currently, we do not have enough physical phone numbers nor Microsoft licensing to allow for all our temps to have this level of phone service.</p> <p>-Davies Hall transition; IT will re-create the mobile workstations that existed for faculty in their offices. As the key requests are processed IT will contact faculty to meet with them to set up their mobile workstation and ensure that the system prints.</p>	
VPA Report	Koue Vang	n/a	
ACTION ITEMS:			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
		0	
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
Course Success – OER versus Non-OER	BJ Snowden	<p>-Concept of OER is growing across the country.</p> <p>-Primary goal is reducing degree costs for students.</p> <p>-75% success rate for OER/ZTC v. 69% success rate for Non-OER/ZTC</p> <p>-Suggestions/ideas: option for printing materials if student wish, how much can campus printing services support, cost analysis</p>	
Elevator Issues: The Academic Senate shared information		<p>-District goes out for bid for elevators, strict codes, all function differently, Kone does meet specifications of the district. The recommendation to add another elevator should be reviewed and prioritized with the campus projects and/or facilities master plan.</p> <p>-Recent Summary of Stem Elevator Concerns: To summarize course of action.</p> <ul style="list-style-type: none"><li>· Majority of the issues are related to shaking.</li><li>· Elevator Industries, Inc. believed that the shaking is caused by the slide guides. They looked into the possibility of replacing the existing slide guides with roller guides to alleviate the shaking issue. Replacing these slide glides with a roller type is more complex due to the floor sensors being mounted above the existing location of the slide guides. Those cylindrical sensors mounted to the gold bracket tell the elevator what floor it's at and when it's level at that floor. They reached out to Kone to see if they sell a conversion kit to allow us to swap out the slide guides .</li><li>· Parts have been ordered.</li><li>· Will schedule time for the install when parts are delivered.</li></ul>	

<p>about students that have been trapped in the STEM elevator. The library has had similar issues over the years. Are there stair chairs in the STEM building? Have staff and faculty been trained to use them? Is it time for us to look for a new elevator vendor? Given our shaky track record with elevator reliability on campus, should the Operations Council recommend we implement a policy that all buildings with more than one floor need at least two elevators?</p>	<p>-Timeline of Recent Events  9/13/23 Elevator shaking reported  9/11/23 Elevator stuck on second floor, shut down for repair/service  9/1/23 Elevator shaking reported, shut down for inspection and repair/service  8/30/23 Elevator shaking reported, inspected  8/9/23 Elevator shaking reported, inspected and serviced  8/2-8/3/23 Elevator shaking reported, shut down for inspection and repair/service  5/17/23 Elevator speaker box not working  1/30 – 1/31/23 Elevator spirator snapped while unit in use; shut down for inspection and repair/service  12/14/22 Elevator not working, shut down for inspection and repair/service  11/18-12/13/22 Elevator stuck with student inside, shut down for inspection and repair/service</p> <p>-Question on training someone who took on the role of assisting somebody with a stair chair. Even with training, some people are not comfortable to assist in stair chair due to liabilities. All colleges are struggling with this. Will bring this item back for Captain Day to go over.</p>
<p>Bringing a discussion item from SSC to Improve inclusiveness of students with disabilities The items pointed out by students with disabilities were: - Elevators in the STEM building are unreliable - Doors that are too heavy, without push controls - Carts on campus that are asked for a ride and are denied (they may need signage for students to understand their purpose) - Disability Parking areas with signage/maps to other nearby areas to utilize</p>	<p>-Driving &amp; riding golf carts come with liabilities.</p> <p>-Ask Printing Services to put signage on carts</p> <p>-Look into district policies re: golf carts</p> <p>-Garage spots in top floors aren't available on some days and are blocked; check with LRPD re: this</p> <p>-Campus should consider that after 5 pm, guests can park in Staff spots</p>
<p><b>ITEMS FOR FUTURE CONSIDERATION:</b></p>	
<p><b>Topic</b></p>	<p><b>Contact Person</b></p>
<p>Discuss with Capt Day re: training for stair chair and the parking lot top floor issues</p>	
<p><b>OTHER INFORMATION:</b> **Important Message from the Los Rios Police Department** The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act” for short) is the landmark federal law that requires colleges and universities across the United States to disclose information about crime that occurs on and around their campuses. An important component of the Clery Act requires colleges and universities to publish a report every year, by October 1, that contains three years’ worth of campus crime statistics and certain security policy statements. Those statements include: sexual assault policies that assure basic victims’ rights; the law enforcement authority of campus police; and where students should go to report crimes. In compliance with the Clery Act, the Los Rios District’s 2023 Annual Clery Report is now available on the Los Rios Police Department’s website. The report covers: American River College and its Mather, Natomas and McClellan (SRPSTC) centers; Cosumnes River College and its Elk Grove Center; Folsom Lake College and its El Dorado and Rancho Cordova centers; and Sacramento City College and its Davis and West Sacramento centers. The crime statistics contained in the 2023 Annual Clery Report represent the previous three-year period (2020-2022). The direct link to that report is: <a href="https://police.losrios.edu/clery">https://police.losrios.edu/clery</a> You can also pick up a copy of the report at any of the Los Rios Police Department offices. If you have any questions, please contact Valerie Cox directly at <a href="mailto:Valerie.cox@losrios.edu">Valerie.cox@losrios.edu</a> or (916) 286-3649</p>	