Operations Council

Meeting Notes

NAME OF COUNCIL/TEAM: Operations Council	
OBJECTIVE OF MEETING:	
DATE: 12/16/2025 **TIME:** 1:00pm	**LOCATION/ROOM #:** Teams Meeting ID: 296 606 911 272 9 **CALL-IN NUMBER:**Passcode: rC7xf3sH **CALL-IN CODE:** +1 916-245-7003, 329 081 417#
FACILITATOR(S): Koue Vang, Mary Goodall	
TIMEKEEPER:	
ASSISTANT: Amanda James	
MEMBERS PRESENT:	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	
UPDATES AND BRIEF REPORTS:	

Topic	Person(s) Responsible	Notes
Campus Safety Updates	Captain Kelly Benitez	• An update was provided regarding a campus safety incident involving a student who was reportedly in possession of a knife on campus. The individual was taken into custody and attended a court hearing last week; the matter is now pending a jury trial. • It was noted that outside law enforcement agencies are not required to notify the college in advance when they are operating on campus. • Additional campus safety, visibility, and facilities-related concerns previously discussed at the December 15 Location Safety Committee meeting were also referenced. These included environmental design considerations, landscaping, lighting, and other mitigation and planning efforts aimed at improving campus safety and accessibility.
Information Technology Updates	Minh La	• UPS Replacement – ARC IT will replace battery backup (UPS) systems in telecom closets at most ARC buildings. These systems are approximately 10 years old and are in need of replacement. This project excludes the Centrex building, as the complexity of its battery backup system necessitates addressing it under a separate project. • LRC – In preparation for the Homebase project, the IT team, in cooperation with OPS, will remove computers and related devices from the LRC lab area. The VDI setup in LRC 104 will be replaced with physical computers. IT will also prepare the designated Homebase area for relocation to LRC, its new Homebase location. • Natomas – The IT team has delivered the remaining AV equipment to the Natomas site for vendor installation. This work will take place during the winter holiday, followed by computer installations at the facility. • Campus Networking will work with DO Networking to install switch infrastructure on Jan. 5th to bring all appropriate services online. • F5 Migration to AWS – DO IT will migrate the F5 load balancer to AWS. ARC currently has only one service on this device, nas1.arc.losrios.edu. This migration may impact various dependent services during the transition. • Los Rios Network Infrastructure Work – DO IT will perform network infrastructure work across all Los Rios networks beginning December 23, 2025. During this time, all Los Rios-hosted solutions may experience intermittent outages throughout the winter break. • CTE - IT/OPS will be relocating PCS from current location to CTE office 243 and front desk area.
		BSO Office Remodel Casework and finishes installation are currently in progress. Furniture move-in is scheduled for December 22, 2025. Staff are anticipated to relocate into the space after the first few weeks of the Spring semester. Child Development Center Shade Structure The project remains ongoing. No new updates were reported. Natomas Key and Card Access Upgrade The project remains ongoing. No new updates were reported. Davies Hall Modernization User Groups held a productive meeting on December 12, 2025. Design development continues to advance, with each iteration providing increased clarity and alignment with the future building program. The next User Group and Executive Group meetings are anticipated to be scheduled toward the end of January 2026.

Facilities Updates	Margaret Lednicky	Target milestones include: • Schematic Design meetings with Facilities Management (FM) during the week of January 19, 2026 • Design Development meetings during the weeks of February 9 and February 23, 2026 • State Chancellor's Office and DSA Pre-Application meeting targeted for the first week of February 2026 NEC Phase II & III The project is approximately 97% complete. Building systems start-ups are underway, and furniture installation continues. Exterior landscaping around the building and courtyard is progressing. Coordination for campus move-in activities is ongoing. Portables Refresh Projects A tentative schedule is attached to these minutes. Veterans Resource Center Project documents have been approved by DSA. The project is expected to bid at the beginning of 2026, with construction likely to commence over the summer. A tentative bid schedule is attached to these minutes. Tech Ed Modernization The project is considered 100% complete. Campus Projects LRC Reconfiguration, Natomas – Winter Break Campus Projects. A sequence schedule for Winter Break campus projects is attached to these minutes.
Budget Updates	Koue Vang	The 2025-26 Program Development Funds (PDF), also referred to as 20% funds, will be presented to the Board on December 17, 2025. The budget allocation will be shared at the next Operations Council meeting.

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
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DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Location Safety Committee Meeting 12/15/25	Koue Vang	An overview was provided of recent Location Safety Committee discussions focused on campus safety, environmental design, facilities conditions, and emergency response considerations. Key topics included a CPTED assessment of the redwood grove north of the Science Building identifying long-term landscaping and visibility improvements; faculty concerns regarding campus safety, law enforcement presence, and staffing levels; and facilities and safety issues in the Portable Village, Fine Arts area, and BSO/Administration areas. Updates were shared on planned Facilities Management actions, work orders, and longer-range planning efforts, including panic button installation, lighting repairs, landscaping modifications, and portable refresh projects. The discussion emphasized balancing safety, accessibility, and campus aesthetics, with several follow-up actions identified for Facilities, Police Services, and Technology.
Science Final Project Plan	Koue Vang	An update was provided on the ARC Science Building project and the state capital outlay process. The Initial Project Proposal (IPP) for the Science project was reviewed by the Board in April 2025 as a non-binding submittal to establish programmatic need. While the status of IPP acceptance by the state has not yet been confirmed, Facilities Management has indicated interest in beginning preliminary work on the Final Project Proposal (FPP) in coordination with ARC starting February 2026 to further refine project scope, space programming, and project readiness. Faculty and staff from the Science area would be engaged as part of the FPP development process.
Classified Hiring Prioritization Process Status	Koue Vang	An update was provided on the Classified Hiring Prioritization Process (CHPP). Departments submitted classified position requests through the established application and presentation process, which included alignment with Annual Unit Plans/Program Reviews and/or identified new or emerging needs, as well as ARC's strategic priorities. Classified staff participated in the evaluation of requests, and overall hiring recommendations have now been submitted to the President's Executive Staff (PES). PES will review the recommendations and will report out the two classified positions selected for approval.
Sustainability Plan Charter and the Technology Master Plan Charter	Koue Vang	An update was provided on the Sustainability Plan Charter and the Technology Master Plan Charter. Both charters have been reviewed and approved by the Executive Leadership Team (ELT). Project teams will kick off work in January, with initial meetings scheduled to begin the planning and engagement process.

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person