

Facilities Council

Meeting Notes from November 2, 2005

ATTENDANCE:

- | | |
|--|--|
| <input checked="" type="checkbox"/> KAREN CATLIN | <input checked="" type="checkbox"/> HAPPI MATTHEWS |
| <input checked="" type="checkbox"/> MASON DAVIS | <input checked="" type="checkbox"/> MARIE MATSEN |
| <input type="checkbox"/> DAWN DEWOLF | <input checked="" type="checkbox"/> BOB MENTION |
| <input checked="" type="checkbox"/> ROBIN GEYER | <input checked="" type="checkbox"/> MARGARET ROBERTSON |
| <input checked="" type="checkbox"/> GLENN GOSS | <input checked="" type="checkbox"/> MIKE RUIZ |
| <input type="checkbox"/> KYLE HAMMON | <input checked="" type="checkbox"/> TRACY SIMMS |
| <input type="checkbox"/> SANDY ING-WEISE | <input checked="" type="checkbox"/> SUSAN TATAR |
| <input type="checkbox"/> PATRICK LANNING | <input type="checkbox"/> |

OUTCOMES:

1. Council agreed on agenda.
2. Minutes approved as written.
3. Information only.
4. Council made changes to the ground rules:
 - a) added the statement that we are all facilitators
 - b) changing the rule, "Allow each person an opportunity to speak" to "Ensure each person the opportunity to be heard"
5. Information only.
Handout #1.
6. Information only.
Handout #2.
7. Information only.
Handouts #3,4 & 5.

DISCUSSION:

1. **Agenda.** Time keeper: Tracy Simms
2. **Approve minutes.**
3. **Community-building: member interests.**

Each member gave a brief description interest in serving on the council.
4. **Meeting ground rules.**

Margaret reviewed ground rules listed in her e-mail of 10/28/05. Marie explained the facilitation principle that everyone is responsible for facilitating. Decision making is by consensus. More rules will be allowed later.
5. **Review of last year's accomplishments.**

Mason Davis issued a one-page handout and explained some of the background information, relationships, adopted policies, and council actions. Item #4 under Inherited Relationships: Marie said that a committee did some work over the summer to separate policies from procedures. The hand out includes references and web links to additional information.
6. **Campus planning in context.**

Margaret gave a Power Point presentation with a hand out on The Campus Planning Process. Council discussed how the learning plan is transformed into the physical plan, the role of the board and its policies, and how Strategic Directions inform the learning plan. Also discussed were the importance of past policies and philosophies of the college, Strategic Directions, support elements within the college, sustainability, and long and short range planning.
7. **Planning materials presented to the Board.**

Bob Mention had handouts from the October 12 Board of Education work session. He summarized some of the projects being considered and possible funding sources including a bond measure. Bob stressed that the timeline for completing the planning is short. Marie and Bob discussed some of the background for the Health & Wellness Building, DTC and Information Commons. Other projects listed are from a Long Range Plan unit survey done in 2003.

OUTCOMES:

8. No decisions were made.

9. Add or comment via e-mail on the list of topics in Handout #6.

DISCUSSION:**8. Set Work Plan for the coming year.**

The council had agreed to spend more time on agenda item 7 so item 8 was not completed. Marie gave the council a deadline of end of winter term for having a document to aid in decision-making for the college regarding a bond and for other projects under consideration. The council should have a draft to give to the other councils by the end of January. Subcommittee work would continue when the council is not meeting.

9. Set next agenda.

Margaret gave out a one-page list of topics for possible consideration by the Facilities Council. She asked for members to add or comment by e-mail.

Meeting adjourned at 5:00 p.m.

Recorder: Susan Tatar