

**Norco College**  
**Business and Facilities Planning Council**

Tuesday, February 14, 2017

8:30 a.m. – 10:00 a.m.

ST107

**MINUTES**

*Present: Beth Gomez, Ashley Etchison, Jim McMahon, Dan Lambros, Eloy Bueno, Andy Aldasoro, Shirley McGraw, Phu Tran, Ana Molina, Monica Green, Damon Nance, Jim Reeves, Ricardo Aguilera, Shirley McGraw. Ana Molina, Richard Henry, Crystal Schenkel, Monique Pierce*

I. Call to order at- 8:36am

II. Approval of minutes

Motion to approve December 13, 2016 meeting minutes by Monica Green

Seconded by Dan Lambros

Abstentions-1

Motion Carried

III. Presentation

Artwork on campus – Maria Jurado, Mark Hartley, David Payan, and Quinton Bemiller Visuals provided.

Cinco de Mayo a year ago inspired invitation to bring artist to the college every year. A mural was done for legacy, students assisted in art completed by professionally artist. It is important to the Art Dept. to beautify the campus and display work throughout campus. The student center is the current suggestion for placement. RCC currently displays artwork, cataloged by the campus. Question: does RCC or student own art? Answer: Should be property of college, after Michael Cleft died contest was held to make a portrait. A winner was selected and funds were used to pay artist for ownership of the piece. Ideal to archive (catalog) one piece at a time in database for permanent gallery. President's office has 12 pieces donated to the office for displaying, but a standardization needs to be discussed and established as work comes through the college and where it goes going forward.

Request to approve 3 pieces by two students all in student center.

Art club will put forward proposal to do a mural in public view.

Next step: Subcommittee proposal by Beth Gomez to work out process and procedures, Quentin Bemiller would like to be apart as well. Bring the subcommittee back to begin stages of mural work in April.

#### IV. Action Item

Workgroup for Prioritization Discussion- APC will prioritize all academic needs. SSPC will prioritize student services. Motion to create workgroup within BFPC to prioritize business and facility resource requests that consists of business and facilities staff. BFPC has college wide representation, but Business Services knows more of what their specific needs are. Recommend by Beth that there is only Business Services and Facilities staff on the prioritization work group to ensure the needs of BFPC are met. Koji Uesugi asked is this one time of all future resource request or full completion of integration through each council? Monica Green stated from executive level all lists are worked through thoroughly with a preference for the knowledge of those who work in that respective area. Propone to move forward with subgroups by Monica Green. BFPC will still be approving any changes and answer any questions regarding updates to the prioritization lists but discussion must take place because facilities impacts every member of this campus. The workgroup's purpose will be to meet the departmental needs of business services and facilities from prior knowledge. Changes can still be made to adjust, question, or challenge the list by BFPC. Subgroup will generate the list BFPC will make final decision. Beth motions to put together a workgroup for prioritization of members of BFPC that are in business and facilities. At least four members made up of staff and facilities.

Motion to approve by Monica Green

Seconded by Beth Gomez

Abstentions - 0

Motion Carried

#### V. Information Items

##### a. New Business

##### i. Spring Meeting Schedule

Last spring meetings were not as early, moving meeting up this semester allowed Phu Tran availability to attend one hour of meeting.

Propose going back to meeting at the same time of last spring (9:00am-11:00am). College hour proposed, Monica Green opposed due to other meeting obligations, classes taking place, general increased traffic and space availability.

Tuesday all day works for Phu Tran, Jan Muto (need schedule) tends to teach afternoons as well as Jim Thomas.

Compete doodle poll of proposed times for future meetings.

March 14th reschedule proposed due to Monica Green & Beth Gomez availability.

ii. Car Charging Station

Previously brought car-charging station to committee, 1 option given at the time, another option has been found, a solar car charging station (Solar Powered EV Charging). Solar is a greater expense, yet completely portable. Fits in parking spot, cars near it are charged as well. Four plug in system with 25-foot cord. Charges all types of electronic vehicles including tesla (not as fast though). Amenities of EV Charging include: LED lighting for vehicles at night, surveillance system, and chairs attached to the station are available as well. Question how much time does it take to charge using solar powered stations? Charging is (price guide & timing attachment included) 4.1 kilowatts array, provides 64 miles in the electric battery. Question in what time frame? Depends on what the car can handle (attachment). Total cost is \$65,548. Cellular data can attach to panel and notify consumer on phone updates on charging status. One year of support software from EV ARC to this service is included. Battery needs to be replaced every 10 years, four batteries needed. Network charge is best. Advantage of solar, ready to operate, just dropped off and set up ready for usage immediately, should it ever need to be moved it could be folded up and relocated. Request for warranty information by Beth Gomez. Question can energy be harnessed through solar trees? No, car charging cannot be harnessed for anything else; energy is drawn from solar panel directly to car. Cost to consumer is generally a dollar per hour for most places some charge three dollars an hour and actual rates vary. Other option (AeroVironment TurboDock Charging Station) is significantly cheaper, but you have to pay for install and energy. UCR currently has car-charging stations that appear to be in use at all times. Question should purchase of car charging stations be considered revenue? State has program that installed free stations, this may have sunset clause, can be researched in future. Demand will increase, public schools currently use canopies. Questions could Prop 39 funds be used for this purchase? RC has one not for public use, demand at Norco should be looked into. Caution not to spend amount of money deemed excessive without knowledge of demand. Beth Gomez suggests purchasing one non-solar station to gage interest then moving forward in the future with solar purchase.

Monica Green suggest completing survey, in ten years could cost be recovered, if not this does not make fiscal sense. We do not have extra money to provide this sort of convenience. The cost is too substantial to serve an unknown population. However, we must look towards the future at students entering the college; will that population be driving green cars? Non-solar option- equivalent to 22 toasters going off at the same time. Question how many parking spaces will be impacted by the non-solar charging station? Would be all be single mounts; space usage depends how many are installed two stations or four. AeroVironment can come to the college to complete an estimate. Question is there an estimate of electricity usage? Need to mitigate the cost of charging due to changes based on time of day; seasonally cost will change as well. This option has access codes to ensure outside usage is limited, can be adjusted to give an hour free, and would need to purchase a parking meter from Police. Car charging station has ability to manage 10 codes. A two-in-one station (\$3059.00) does not include installation. Just looking to charge electric vehicles only, not golf carts. Bloomington and Tustin have stations that can be viewed and we can talk to them to gain insight. Should connect with RCC for buying power. Solar under contract pricing, does not have to go out to bid. Question can we recover cost for the solar? Federal tax rebates are provided for each of these options but most are ended in 2016. Confer with RCC Facilities Director Chip to possibly piggyback on what they are doing. Non-solar is more palatable to users of electric cars and can still charge without losing all cost. We have current rates for charging from empty battery (attachment). Every model is different based on its specific needs. NEXT STEPS, do more on government side, get estimate done on site. Find out if there is a government contract and bring back with more information.

i. ITSC Update

ITSC purchased Landis Support Technologies, which has many modules, looking only at asset management module currently and only being turned on within the department. Currently assessing how it will help within the whole college. Includes life cycle management if used within other departments of the college to ensure maximum use at all times, as well as purchasing more licenses in the future. Powerful to IT staff, currently in Lenny's lab (professional development being tested). Each college is currently testing working with Chris Blackmore monitoring speeds within the network, were on auto configuration. Trying to address backend issues before going to the front end. As we grow, we will let the college know what

components have been turned on. Under UEM will potentially service as a tracking system of laptops cell phones, and all other college owned mobile devices but we are not going there yet. One concern is if you track phones you can track people, which can have unintended consequences that is why it is not currently implemented. Would be nice to have tracking devices on all mobile devices. At STEM one Apple desktop was stolen in the lab, it is clear there is a relevant crisis there and within larger devices we should track. ITSC meets once a month, if you see a need within your respective department filter that information to Shirley McGraw to advocate for a faster push through. Device location within labs will be beneficial. Students must be made aware in advance of any locating technology. Roll out of all devices would be problematic but in phases would be beneficial.

Second issue is District IT brought back their administrative review. Their looking at physical data, servers currently aging out, voice, systems enterprise. Currently a redundant link does not exist; on the list to be completed is IT infrastructure. Closing the loop is a big priority in discussion within DBAC; our responsibility is to find funds within redevelopment funds or capital outlay. Each college on board to meet infrastructure needs in conversations now.

IT is currently committed to build staff back up.

ii. Safety Door Latch

Brought to safety committee by an instructor. During class session, Lock Box can be pulled to a complete lock. It adheres to most doors with an exception for double doors due to the latch. Concern among faculty is they keep their doors propped by trash cans causing HVAC issues. Electronic locked doors can be locked by dispatch and can be shut off. The cost is nine to eleven dollars per lock; the district would like to see everyone put these on their doors. To implement this, we need a door count.

The District has committed funds with the expectation of the amount being matched by each college. If all three colleges and district purchase at the same time potential discounts could be available.

Will move forward on door count.

iii. Governor's January Budget Proposal

Budget prepared by Aaron Brown, a few things of what is going on here and where we are. Budget set the K-14 minimum guarantee at \$71.9 billion...now revised to \$71.4 billion. FY 2017-18 - Governor estimates the guarantee at \$73.5

billion.

A year over year increase of 2.94% of which we are guaranteed 11% of the prop money. Unrestricted Ongoing Revenues Access (1.34%/1.95 % - 575 credit FTES)

COLA (1.48%) Base Increase Total Unrestricted Ongoing Revenues  
Unrestricted One-Time Revenues State Mandate Block Grant Total  
Unrestricted Revenues. Restricted Revenues- Proposition 39-Energy  
Efficiency State: 52.3 RCCD 1.3, Deferred Maintenance &

Instructional Equipment State 43.7, RCCD 1.1, Categorical Program

COLA (1.48%) State 5.4, RCCD 0.1, Total Restricted Revenues

State 101.1 RCCD 2.5. Other- Guided Pathways State \$150.0,

RCCD 3.7, Innovation Awards State 20.0 RCCD Unknown. Items to

consider: Proposition 98 Guarantee – The CCC share should be

10.93%. The Governor's Budget Proposal funds the CCC share at

10.87%...some \$45 million short of the guarantee. Proposition 51 -

Public Schools Facilities Bond – The voters passed this proposition

in November 2016. The CCC share is \$2.0 billion and was to be

allocated to community college districts, with approved projects, over

a three-year term at \$667 million per year. There are 29 approved

projects for FY 2017-18. The Governor's Budget Proposal funds 5

projects (life/safety) totaling \$13 million. Growth/Access – Statewide,

CCC enrollment growth has been slowing over the past couple of

years. Three percent (3%) growth funding was provided in FY 2015-

16 and two percent (2%) was provided in FY 2016-17. In FY 2015-

16, \$50+ millions of unused growth funding was returned to the

State. The Governor's Budget Proposal provides 1.34% growth

funding, reflecting the downward enrollment trend. Base Increase –

In FY 2015-16, a \$267 million increase to Base funding was

provided. In FY 2016-17, \$75 million was provided. The Governor's

Budget Proposal provides \$23.6 million, a significant funding

reduction to provide for increasing operating costs such as salary

and benefits, health insurance and pension costs (see attached

charts).

b. Standing Items

i. Facilities Master Plan Update

This is the secondary vehicular access in the master plan; the President is very interested in getting this complete due to traffic not getting any better. Dr. Reece has put together group for all active players we need to get together to provide a center. We must grow somewhere and have access to get students in and out here. Beth will report after meeting.

ii. Norco College Marquee Sign Placement Update

Latest, architect has made the sign look more appealing. Latest placement would be south-southwest corner of Third Street, may have to be backed up a little bit as well as being taller to be seen on Third Street, going back to the city then to bid for sign placement.

c. Remaining 2016/17 Meeting dates:

Tuesday, March 14- Beth Gomez & Monica Green unavailable

Tuesday, April 4 *(Note: This meeting moved up 1 week due to Spring Break)*

Tuesday, ~~May 9~~ May 16 *(Note: This meeting moved back 1 week due to the Budget Development calendar)*

VI. Good of the Order

VII. Adjournment at 10:06am

**BFPC Statement of Purpose**

*Approved by BFPC on May 14, 2013*

The Business & Facilities Planning Council (BFPC) is comprised of faculty, staff, students and administrators. As a part of the college strategic planning process, the BFPC prioritizes requests for budget allocations and augmentations, staffing, equipment and facilities for instructional and administrative needs as requested through the program review process. The BFPC recommendations go to the ISPC for approval before being forwarded to the President of the college.