

**Agenda**  
**Business & Facilities Planning Council**  
**November 14, 2017**  
**ST 107 (11:15—12:45pm)**

**Approval of Minutes:**

October 10, 2017 meeting minutes

**I. Action Items**

- A. Norco College Injury And Illness Prevention Program (Justin Czerniak)  
B. Approval of Business Services Ranking & Prioritization (Jim Reeves)

**II. Information Items**

**New Business**

- A. Smoking Cessation Plan (Melissa Bader)  
B. Technology Report, IMC Dept. (Dan Lambros)  
C. Staff & Faculty Parking Spaces (Andy Aldasoro, Sgt. Richard Henry)  
D. Bookstore RFP (Jim Reeves)

**Standing Items**

- A. Facilities Update (Jim McMahon)  
    -Road Repair  
    -Shade Structure  
    -Marquee Sign  
    -Facilities Master Plan, Prop 39  
B. Space Utilization Process Review (Justin Czerniak)

**III. Good of the Order**

**IV. Adjournment**

**Remaining 2017/18 Meeting dates:**

Tuesday December 12    Tuesday March 13    Tuesday May 8  
Tuesday February 13    Tuesday April 3 (*Note: This meeting moved up 1 week due to Spring Break*)

**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.