

# ACC Meeting Name: Campus Facilities Operations Committee

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**Date:** 2/28/2008      **Time:** 1:30 pm  
**Chair:** Ben Ferrell      **Location:** SVC, Rm 168

**Attendees:**

Present: Becky Cole, Bel Smith, Ben Ferrell, Betsy Erwin, Christine Sattler, Dean Johnson, Donetta Goodall, Frank Taylor, Gary Rodge, Gilbert Rodriguez, Herb Coleman, Judy Van Cleve, Kathleen Christensen, Linda Haywood, Linda Morrison, Mariano Diaz-Miranda, Marilyn Lee-Taylor, Mary Hensley, Neil Vickers.

Adjunct Faculty Present: None

Student Government Association Present: Christine Sattler

Also present: Lyman Grant, Gaye Lynn Scott, David Fonken

## Minutes

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**Agenda item:** Minutes – First meeting.      **Presenter:**

**Discussion:**

**Decision/Actions:**

Follow-Up items	Person responsible	Deadline
✓		

## Introductions

**Committee:** Committee Charge      **Presenter:** Ben Ferrell

**Discussion:**

The committee charge was addressed and a motion was made to accept the committee charge. Motion approved. (The Committee charge/function can be found at: <http://www.austincc.edu/orgref/councils/campusops.php>)

## Committee Reports / Other

**Committee:** Facilities Planning Update      **Presenter:** Ben Ferrell

**Discussion:**

Preparation for Future Round Rock Campus: Programming meetings are taking place now. ACC has hired a programmer (specialist in academic space) and meetings are taking place with the ACC steering committee.

Follow-up items	Person responsible	Deadline
✓		

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## Agenda Items

**Agenda item:** III. A. Smoking on Campus **Presenter:** Becky Cole

**Discussion:**

EHS Committee has been charged with updating the ACC smoking policy. Last year we implemented designated smoking areas. Issue: How can we implement the administrative rule consistently throughout the District?

Discussion took place on various topics such as using signage, going to a non-smoking District, implementing non-smoking at the proposed Round Rock Campus to introduce it to the District, ACC is emphasizing the Wellness Program.

Suggestions: A survey of ACC personnel will be implemented. The SGA representative, Christine Sattler, and VP Student Support and Success, Kathleen Christiansen, will work to put a survey together for distribution to ACC students. This subject will be brought back to committee once more feedback is available.

**Decisions/Actions:**

Information from surveys to be gathered.

Follow-up Items	Person responsible	Deadline
✓	Cmte members	

**Agenda item:** Maintenance Vehicle Designated Parking **Presenter:** Bel Smith

**Discussion:**

Maintenance reserved parking is intended to be used for ACC trucks. These spaces are used by trucks that are stationed at various campus locations and vehicles that are used for transportation by groups that support the entire district. We practice a “managed exception” approach to this policy on locations where we don’t normally have an ACC company vehicle, such as South Austin Campus. Another managed exception is Rio Grande which has special parking challenges. [Dean Johnson, Director, Buildings & Grounds]

**Decisions/Actions:**

Follow-up Items	Person responsible	Deadline
✓	Dean Johnson	

**Agenda item:** Contractors Working on Campuses **Presenter:** Becky Cole

**Discussion:**

Need accountability as to where and when our contractors are working on Campus. This was initially brought forward in the College-wide security audit.

Contractor Safety Program link will be provided by EHS.

Follow-up Items	Person responsible	Deadline
✓		

**Agenda item:** Music Room Availability – NRG Campus **Presenter:** Christine Sattler

**Discussion:**

SGA Representative, Christine Sattler, brought forward the issue of there not being enough music practice rooms available at Northridge Campus. It was discussed as to whether it was a “peak” time issue or Campus overcrowding – Campus overcrowding seemed to be the consensus.

**Decisions/Actions:**

Donetta Goodall will bring the matter to the attention of Mike Midgley, VP Workforce Education & Business Development.

**Follow-up Items**

**Person responsible**      **Deadline**

✓

**Agenda item:**            Environmental Concerns

**Presenter:**      Christine Sattler

**Decisions/Actions:**

SGA presented the concerns of students noting the lack of recycling bins on campus common areas for student use and an overall concern for the environment and its importance here in Austin. Funding for environmental concerns could possibly come through the President's Sustainability Initiative. Purchasing will check the custodial contract for more information on recycling. Sustainability Indicators report can be found at: <http://www.centex-indicators.org>

**Follow-up Items**

**Person responsible**      **Deadline**

✓    Review of custodial contract

Gilbert Rodriquez

***Other Information***

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Gaye Lynn Scott, Dean, Social Sciences, introduced discussion on the problem with planning office space for the 30 new faculty hired each year. Ben noted that Facilities is aware of that the computation used in past by the College was incorrect and is now being corrected for future use.

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**Next Meeting Date:**    March 27, 2008

**Time:**                    1:30 – 3:30 pm

**Location:**              SVC, 168

**Special notes:**

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