

**Fresno City College
Resource Committee**

April 13, 2023

1:00 p.m. – 2:30 p.m., MS Teams

DRAFT Meeting Minutes

Time	Item	Outcome
1:00 pm	<p>In attendance: Omar Gutierrez, Jennifer Laval, Deborah Lewis, Tom Boroujeni, Seth Yates, Amanda Mason, Melissa Flores Dr. Donna Cooper, Tiffany Sarkisian, Jose Flores, Darren Cousineau, Elizabeth Tucker, Lilli Goishi-Bessey, Melissa Llanes (minutes).</p> <p>Absent: , Bethann Fields, Shirley McManus, Sean Henderson, Marisol Joaquin (ASG).</p> <p>Guests: Dr. Becky Barabé, Kherstin Khan, Gurminder Sangha, Cherylyn Crill-Hornsby, Harold Russell, Mikki Johnson, Penny Sandlin.</p>	
	<p>Meeting Notes (O. Gutierrez)</p>	None
	<p>FCC Campus Updates</p>	
1:05 pm	<p>Unit Action Plan Taskforce Update Resource Request Rubric Review</p>	O. Gutierrez initiated discussion from the Unit Action Plan Taskforce perspective with regards to creating the new Resource Request Rubric.

	(O. Gutierrez)	<ul style="list-style-type: none"> • The taskforce worked to make sure the resource request process is clear and that a rubric to support the process is transparent in how resources are allocated. • Committee members were given an opportunity to review the rubric and ask clarifying questions of the taskforce. The following summarizations are in response to questions as they came up during the discussion: <ul style="list-style-type: none"> ○ Unit planning timeline remains in Spring semester with submission in Fall, and finalization and approvals expected the following Spring. Implementation and utilization of the new resource request rubric is expected to occur in Spring 2024. However, O. Gutierrez stated that he'd like to share the rubric beforehand, so those currently involved in the action planning process can have sight now to the factors will be used in consideration of their resource requests. ○ Committee members are welcome to take the rubric back to their constituency groups for feedback and to bring it back to the committee. Once the committee aligns with the new rubric, it will then be taken to College Council for recommendation where all constituency groups are represented and finally onto the President for approval. ○ The new resource request process is not intended to be a catch-all for all funding requests as the current action planning process is. This would not include items such as maintenance needs that are necessary but cannot be planned for. ○ The rubric is a living document and will remain in continuous improvement process. For example, from its current state, the document needs to be updated to include new ACCJC standards. O. Gutierrez stated that a companion Resource Request document is also in draft form. • G. Sangha provided a recap of the work and discussion that went into creating the rubric over the course of approximately one year. A key issue that kept coming up was communication as it occurs throughout the process.
	Budget Calendar Update (Omar Gutierrez)	No discussion

	DBRAAC Update (O. Gutierrez)	No discussion
	Ex-Officio Updates	
1:38 pm	Construction/ Facilities Planning (O. Gutierrez)	<p>O. Gutierrez presented an FCC construction project update.</p> <ul style="list-style-type: none"> • Softball field upgrades to include new restrooms, seating, lockers and snack area. Project completion is expected to be Fall 2023. • Theatre mezzanine air handler replacement will require closure of the area but expected to be ready to go by Fall semester. A similar upgrade will also occur in Social Sciences Building. • West Fresno Campus and First Responders Center are on track to open in Fall 2023. • Parking structure project is complete. • Camera installation and upgrades will help to improve overall security and expand Wi-Fi on campus. 48 cameras will be installed that will also have IP speakers for emergency notification to increase security. Communication will go out to faculty/staff once cameras have been determined to be functional. The project is in progress and will continue through Summer 2023. • FCC's new Welcome Center will be located in a section of the old district office building where several student services will be offered. The Print, Media, and Communication and Mail Center will be moved there as well. • Closure of Lot D for improvements will occur in late April 2023.
1:48 pm	Environmental Health & Safety (D. Cousineau/ E. Tucker)	<p>D. Cousineau and E. Tucker provided an environmental health and safety update for January-March 2023.</p> <ul style="list-style-type: none"> • 13 work related injuries were reported at FCC. • Construction projects with hazardous materials – Theatre HVAC, Welcome Center, exterior cameras, and Social Science Building roof and air handlers. Abatement protocols are strictly and safely adhered to. • Labor law posters have been updated on campus and as required by OSHA. • Hazardous materials and waste biannual pickup is scheduled for the beginning of May.

		<ul style="list-style-type: none"> • Fresno County Environmental Health permitting process has been initiated at new West Fresno Campus. Health and safety verification visits also to be held at both West Fresno and First Responders Center. • D. Cousineau made a call out to the committee for any particular occupational health and safety concerns. • S. McManus inquired if MSE’s alcohol license will also apply to activities at West Fresno Campus. To this, D. Cousineau stated that the institution is likely covered as a whole, but he will look to see if the application of the use of ethanol is site specific.
1:57 pm	Maintenance (J. Kepler)	<p>J. Kepler provided a brief Maintenance update.</p> <ul style="list-style-type: none"> • Maintenance is keeping an eye on rain and flooding issues on campus. • Looking at long term solutions for drainage issues in Student Services Building and replacement of security system in the building. • Additional replacement of security systems in Building A and Library & Media Center. • Maintenance improvements to concrete and stairs in Ratcliffe Stadium in advance of commencement. • There are scheduled repairs for air handlers in MSE Building and structural concerns are impeding progress somewhat in S-20 lower courtyard repairs.
2:02 pm	Campus Police (J. Flores)	<p>J. Flores provided an update on campus safety.</p> <ul style="list-style-type: none"> • Campus Police Department is working toward coming into compliance with new Title V
2:14 pm	FCC Health Services (L. Goishi-Bessey)	<ul style="list-style-type: none"> •
2:19 pm	FCC Program Review (T. Sarkisian)	<ul style="list-style-type: none"> •
	Open Forum (All)	<ul style="list-style-type: none"> • Additional meeting to continue conversation on Resource Request Rubric will be held on April 20th.
	Future Agenda Items	<ul style="list-style-type: none"> • Budget Calendar Update • DBRAAC Update

		<ul style="list-style-type: none">• Continued Resource Rubric Discussion• FCC Technology Plan
	Next Meeting: April 20, 2023	
2:30 pm	Adjourn	