



Facilities Council Meeting Minutes

February 11, 2014

2:30 p.m. – 4:30 p.m.

Bldg. LCC07 212K

Recorders: Marilyn Walker

Attendees: Alen Bahret, Bob Baldwin, Dawn DeWolf, Chris Hawken, Jennifer Hayward, Brian Kelly, Travis Kerr, Cathie Reschke, Margaret Robertson, Todd Smith and Craig Taylor.

Item	Notes
Introductions	
Approval of Agenda/ Additions?	Agenda reviewed.
Approval of Minutes	Minutes approved.
Handouts	Space Assignment policy; Space Assignment procedure
Announcements	Discussion: FC website is online and up to date. FC will welcome a second student, Malisa Ratthasing, to the council (lobbying in Salem today).
Bond Update	Discussion: The main focus is the CLASS project. Currently reviewing needs and assigning swing space. The Archives is moving to the old DTC, possible classroom space in the DCA. Union offices will relocate. Library swings to LCC18 in part. The Central Plant will have 2 boilers installed this week; should be operational by the end of March. CLASS budget meeting in April for new Titan store. The Titan store is slated to have work begin sometime in June. Plaza work is layered into the second phase part of the Titan Bookstore.
Wetlands Project	Discussion: No report.
Wetlands EPA Grant	Discussion: Grant proposal work revealed the need to engage outside stakeholders to ensure the best

	<p>outcomes. Did not go ahead with the Grant at this time, but value the hard work in framing the proposal and moving it along for future implementation.</p>
<p>Transportation Study</p>	<p>Discussion: CT and JH are developing a survey regarding transportation methods used at Lane. They plan to have the survey ready sometime early next term. One of the items they are looking at is what influences a desire to carpool or use other greener transportation options at Lane. BK is a member of the Lane County Transportation System Planning Group; he will report in the March meeting.</p>
<p>Scenario Planning</p>	<p>Discussion: A possible candidate for conducting scenario planning training at Lane will be interviewed in a couple of weeks.</p>
<p>Space Assignment Procedure</p>	<p>Discussion: FC is reviewing the Space Assignment. Current policy and procedure language has been distributed to the FC members for their review. There will be commentary and discussion next meeting. Discussion included the comment that the new policy and or procedures need to be written in a manner so they can be assessed as to effectiveness. Also discussion included the concept that persons who are responsible for procedures need to be included at the policy meeting correlating to the procedures they oversee.</p>
<p>Green Cleaning/Landscape Maintenance</p>	<p>Discussion: Western Washington University's custodial program did a presentation at a sustainability conference last week; their award-winning approach uses primarily ionized water and ATP monitoring. Also recommended is the use of vinegar, baking soda and tap water as green effective cleaning agents. At Western Washington, the cleaning crew cleans in the early morning instead of swing shift. Ideas about landscape maintenance were discussed. TK noted that Lane uses native species, with benefits to habitat and water, and proposed allowing room for some experimentation. CH suggested Lake Tahoe as a precedent study; JH will search the AASHE database; MR suggested that policies and procedures be evidence-based.</p>
<p>Food and Drink Policy</p>	<p>Discussion: CLASS project is proposing food and drink in the library; TS will bring precedent examples from Perkins + Will. BK noted that one of the best examples is from Notre Dame. Discussion regarding the ramifications of this proposal are ongoing. FC is reviewing these concerns and will have more discussion at a</p>

	<p>future meeting.</p> <p>AB and DD asked about a schedule for reviewing policies.</p>
Future Agenda Items	<ul style="list-style-type: none">• Present, revise, and approve work plan• Discuss timing and methods for review and assessment of policies• Continue Scenario Planning discussion
Meeting Adjourned	
Next Meeting	February 25, 2014 2:30 – 4:30 LCC07 212K