

Facilities Council Workplan 2014/2015

December 10, 2014

| Item | Notes |
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| COPPS Review Procedure: Equipment Disposal | Mike Sims, Recycling Coordinator, shared a draft of the procedures for surplus property disposal. The draft was shared with Mary Glenn, Bob Baldwin and now Facilities Council. The draft will now be reviewed by Todd Smith and Facilities, Final outcome will be shared by March 1, 2015 |
| Create strategy for updating existing Transportation Plan | Facilities Council agrees to have the sustainability committee participate and contribute as a sub committee of FC. Timelines will be discussed in January 2015. |
| Update existing Emergency Planning Manual and Emergency Preparedness Plan | Facilities Council agrees to have the Emergency Planning Team participate and contribute as a sub committee of FC. Timelines will be discussed in January 2015. Presentation to FC from EPT winter term 2015 |
| COPPS Review Space Assignment Process | To be reviewed by FC 6/15/15 |
| COPPS Review of posting of bills | To be reviewed by FC 6/15/15 |
| Audit the inventory of space needs for larger groups and larger flexible spaces | Campus survey to be completed in Winter and Spring term 2015 |
| COPPS Review Facilities Rental | To be reviewed by FC 6/15/15 |
| COPPS Review Food and Drink policy in classrooms. | To be reviewed by FC 6/15/15 |
| Strategic Directions Creation/revision | Willing to assist as College Council deems necessary, awaiting direction |
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