

Classified Senate Special Meeting Summary

Topic: Education & Facilities Master Plan (EFMP)

Meeting Time: 11:00 am – 12:00 am. Tuesday, June 27, 2023

Join Zoom Meeting

<https://canyonsonline.zoom.us/j/85926976323?pwd=dXFyNG1hMzFOdmJPSVhMem5SRGhFUT09>

If you need help joining contact: marilyn.jimenez@canyons.edu

Summary

- **Call to Order:** 11:04 AM
 - Acknowledge Members & Guests
- **11:05 am Officer Reports:**
 - Michael Monsour (President)
 - There is now a CHAT GPT 4.0 and this version is based on the past and current version. The advances of the current version include plug ins to read PDF documents.
 - A document can be uploaded to CHAT GPT and have the software read the document and provide a summary or bullet points on the document.
 - The plug ins ability allows software to have access to other company's information found on the website.
 - Joanna Kelly (Vice President)
 - Started a new document for all the projects the Senate is working on.
 - Cares Social media we are staying on top of it. If anyone has anything they would like posted let Joanna now.
 - Canyons Cares is meeting this Thursday. In tandem with CS and Canyons Cares it is welcome to new classified employees. Gina and Loida are working on a shared the flyer. There is a project on how to take care of your succulent plant. There will be a blank spot added for when the next CSEA and Classified Senate meeting is.
 - Marilyn Jimenez (Secretary)
 - Summer Kick-off event
 - Lisette Godinez (Treasurer)
 - Lisette share the classified senate expenditures. Reimbursed will be received for coffee and donuts and succulent plants. There is a balance \$1,673 left in the account.
- **11:05 am Classified Summer Kick-off**
 - Report on the Classified Senate Summer Kick-off/Snow Cone Social
 - Senate bought snow cone machine to use for the summer kick off event in addition to other events.
- **11:15 am Brief Discussion and Recap**
 - Classified Senate Review of the EFMP
 - Student Housing Project

- Sustainability Recycling
 - New Student Center Renovation
 - The container to do the recycling on campus is low and if the material is too heavy classified facilities staff may get hurt with dumping recycles in.
 - Report on the document sent to VP Jim Schrage and the Board
 - Discussion on ways to improve college facilities from a classified perspective
- **11:30 am Special Guest Presentation**
 - Introduction of VP Jim Schrage
 - Erin Tague is the Director of Capital Projects. She has been at COC for a few months and has been doing misc. projects and is coming from Antelope Valley. She has been shadowing Jim Schrage for when he retires.
 - Presentation by VP Jim Schrage on the Education and Facilities Master Plan (EFMP)
 - **EFMP Master Plan:**
 - The EFMP Master plan gets confused with a grand facilities master plan. This is an educational mater of historical, current and future instructional goals. We analyze and assess the existing facilities and adapt to meet goals of the instructional dept. This is not a schedule maintenance and not a general plan. This is related to instructional growth. This is to create new use for existing space. There may much growth in some spaces. This plan overlapped with the 2016 plan. These are considered as projects in the inventory and cannot be put into existing projects for a future plan.
 - **Construction on Campus:**
 - There have been concerns with classified showing to campus and there is now jack hammering and there needs to be a balance of those impacted by the project so they are not caught off guard.
 - **ADA Project:**
 - The ADA project is a large project. Many times, the contractor skips an area that was not on the schedule or show up a week early. Sometimes facilities do not know and the best they can do with contractors is a 3-week schedule.
 - There are 8 zones on campus that will be made ADA compliant.
 - There was a request to communicate this information to campus. There are employees who couldn't get their office space. This can help to disseminate information to our constituents. There are not enough people to have eyes and ears on campus. All calls to Facilities are not seen as complaints and they can't see everything all the time.
 - Q&A with VP Jim Schrage
 - How can a classified member know of an area near their work station where construction may happen? Perhaps a map can be shared. Contractors mark areas of demolition. Erin can send out a site plan. This is a campus wide transition and there is not one piece that will not be affected by this.
 - Staff parking lots 1 & 2: There is scheduled maintenance happening. There is funding and ½ used for ADA. The schedule money cannot be used for parking lots but bond money can be used.
 - **Improvement to recycling:** are there any plans to increase ease of recycling? The campus is in the process of replacing rubbish howlers. May add more 3-yard containers.

- **Student Center Renovation Project:** The directors and those who manage spaces have been told where they are going. How can a classified member be able to see what is moving where and who's offices will be impacted?
- A floor plan will go out. For classified whose offices will be impacted. Have classified member kick it up to executive cabinet members. Classified should have access to provide some feedback.
- **11:55 am Good of the Senate**
 - Open Comments from Classified Senate Members
 - Other Announcements
- **12:00 pm- Adjournment**
 - Closing Remarks
- **Next Open Meeting, TBD**
- **Adjournment: 12:00 pm**