



Peralta Community College District
District Facilities Committee
District Technology Committee
November 1, 2019
9:00 a.m. – 11:00 a.m.
District Board Room

Joint DFC and DTC Minutes

CHAIRS

Dr. Leigh T. Sata, Vice-Chancellor of General Services
Minh Lam, Vice-Chancellor of IT

CO-CHAIRS

Kelly Pernell, Faculty IT Rep
Stephen Corlett, *Facility Planning Committee*

DFC MEMBERSHIP - FISCAL YEAR 2019/20

PRESENT (√ = Present / "A" = Absent)

Name	Role
√ Dr. Leigh T. Sata	Chair, Vice Chancellor of DGS
√ Stephen Corlett	Co-Chair - Laney Faculty Rep
√ Atheria Smith	Director of Facilities Planning & Development
√ Roysl Roberts	Safety Cmte Representative
√ Amy Marshall	Director of Facilities & Operations (Laney)
√ Chungwai Chum	Business Director (COA)
√ Victoria Menzies	Int. Director of Facilities & Operations (Merritt)
A Benny Aranda	Asst. Chief Stationary Engineer (Merritt)
A Richard Thoele	SEIU 1021 Chapter President

Name	Role
A Alejandro Acosta	PCS Appointee
A Rachel Goodwin	Faculty Rep (COA Facilities Cmte.)
√ Brock Drazon	PFT Representative (Merritt)
A Shirley Slaughter	Business Director (BCC)
A Tara Marrero	Safety SEIU Representative (Merritt)
√ Fernando Cardenes	Student Government Representative
A Toufiq Hossain	Student Representative
A Jeff Saneri	PFT Representative
√ Rosemary Vazquez	Note-taker (District) NON-VOTING MEMBER

QUEST(S)	
Name	
√	Molly Sealund, Merritt
√	Scott Barringer, DGS

DFC MEMBERSHIP - FISCAL YEAR 2019/20
PRESENT (✓ = Present / "A" = Absent)

	Name	Role
✓	Minh Lam	Chair, Vice Chancellor of DTC
✓	Kelly Pernell	Co-Chair, Faculty IT Rep
A	Antoine Mehouelley	Director of Network Services (District)
✓	Balamurali Sampathraj	College of Alameda IT Rep (COA)
✓	Mark Swiencicki	PFT Rep (COA)
✓	Kelly Lynch McMahon	Distance Ed Committee Rep (District)

	Name	Role
A	Patricia Rom	Merritt College IT Rep (Merritt)
✓	Silvia Cortez	Classified SEIU 2021 Rep (District)
✓	Rupinder Bhatia	Director of College IT Services (Laney)
✓	Tim Hackett	Faculty IT Rep (Merritt)
✓	Vincent Koo	Berkeley City College IT Rep (BCC)
✓	Violeta de Leon	Note-taker NON-VOTING MEMBER (District)

	Guest (s)
✓	Jimmy Tran, Merritt
✓	Dale Nabeta, Merritt
✓	Barbara Des Rochers, Faculty Rep. BCC

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			9:04 a.m.	A quorum was recognized	
B. Adoption of the Agenda			The draft agenda was adopted, as presented.	Motion by Chum, 2 nd by Smith Motion passed unanimously	Approve agenda will be posted on the PBIM website
C. Approval of Minutes			N/A – First DFC/DTC of Fiscal Year 2019 - 2020		
D. Public Comment			No public comments.		
E. Committee/Council Reports (2 minutes each)			VC Sata reported on items discussed at the DFC October		

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			<p>4, 2019 meeting. (Draft minutes are attached)</p> <ul style="list-style-type: none"> • Measure G spending plan. • Reaching out for more faculty participation. • Composition DFC reflect to diversity of colleges. <p>VC Lam reported on items discussed at the DTC October 4, 2019 meeting. (Draft minutes are attached.)</p> <ul style="list-style-type: none"> • Districtwide Technology Plan updates. • Working on the Americans with Disabilities Act (ADA) website accessibility compliance. • PeopleSoft and update. • Annual Program update. 		
II. Carried-Over and New Items					
A. Measure A & G Spending Plan B. Laney College Revised Facilities Master Plan (FMP) C. State-funded Projects			<p>VC Sata reported on the progress of the Measure A Spending Plan. PowerPoint presentation, entitled “PCCD Campus Project Sequence” included information for three funding sources for capital projects: State Funds, Measure</p>		

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			<p>A & G and project list. The percentages and cost estimates were based on the information provided in the Facilities Master Plan.</p> <p>Question and answer session followed the presentation.</p> <p>Highlighted projects included:</p> <p><u>Berkeley City College</u></p> <ul style="list-style-type: none"> • Parking strategies to find cheap places is ongoing. • It was suggested to consider pick-up drop-off spaces in front of the building. <p><u>College of Alameda</u></p> <ul style="list-style-type: none"> • Discussions are ongoing relating to Private-Public Partnerships for the Performing Art Center. • Status of the 860-Atlantic: After the STEM building is built, some programs will move back to the main campus. 		

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			<p><u>Laney Colleges</u> Laney Locker Room Project:</p> <ul style="list-style-type: none"> The District should consider universal locker rooms. <p>VC Sata will discuss with the Architect during the design phase.</p>		
			<p>Laney Learning Resource Center (LRC)</p> <ul style="list-style-type: none"> Will take into consideration soil composition. Arrangements will be made to meet with the Librarians for their input. Will need to meet higher standards of earthquake and other building codes Division of the State Architect (DSA). <p>Laney Science Tower</p> <ul style="list-style-type: none"> Important to meet DSA standards codes. It was suggested to include more greenery in courtyards. 		

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			<p>General discussions:</p> <ul style="list-style-type: none"> • The need for solar panels. • Geo-efficiency, this may be better return on investment. • Obtain certification, other than Leadership in Energy and Environmental Design (LEED). • Explore seismic regulations. • Infrastructure improvement with the CT Program need to be addressed. • There needs to be additional funding for the engineers relating to training, preventive maintenance needs and new technologies resources. 		
<p>D. PM/CM procurement Process</p>			<p>VC Sata reported on the status of Request for Qualification (RFQ).</p> <ul style="list-style-type: none"> • Project Managers/Construction Managers for the Measure G Bond program on schedule. 		

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			<ul style="list-style-type: none"> • Selection process is ongoing. • There will be a Construction Manager at each Campus. • Screening Committee has been formed and will meet in the next 2 weeks. • Goal is to take the recommended firm to the Board for approval at either the Dec 2019 or January 2020 Board meeting. 		
<p>E. Measure “A” funding for college computer refresh</p>	<p>In concert with college Technology Planning Committees, create a comprehensive technology plan</p>	<p>Strengthen Accountability, Innovation, and Collaboration</p>	<p>VC Lam reported on <i>Measure A</i> spending plan. PowerPoint presentation included information for balance update.</p> <p>Highlighted points included:</p> <ul style="list-style-type: none"> • Physical assets need to be updated. • Program Review is a good tool to list computer needs • E-waste: Needs to be localized. • Define process for computer inventory. 		

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			VC Sata commented that e-waste will be within the Purchasing		
F. Identify the process for Technology and Facilities priority request		Develop and Manage Resources to Advance Our Mission	Kelly report on the process. <ul style="list-style-type: none"> • It is important to know how to coordinate the prioritization of technology and facilities for all the colleges. • The four colleges are starting their Institutional Self-Evaluation Report (ISER). Standard III involves Technology Resources and Physical Resources. We need consistency in procedures. General comments: <ul style="list-style-type: none"> • A matrix needs to be created for uniformity with standards. 	Motion by Swiencicki, 2 nd by Smith to recommend having a standing item relating to ISER on Cabinet Meeting Agenda. Motion passed unanimously	

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<p>G. IT Services and PeopleSoft Update</p>		<p>Advance student Access, Equity, and Success</p>	<p>VC Lam reported on the progress of PeopleSoft Upgrade PowerPoint presentation, entitled “PeopleSoft Upgrade” included information for assessment of ONEPeralta, next steps to make project successful and challenges VC Lam is working on vendors selection:</p> <ul style="list-style-type: none"> • All recommendations presented to the Board will include comparison information. • Need to understand resources available. • Total Cost of Ownership (TCO) should consider sustainability elements. • Will always consider best value and negotiate best price. • Need stabilized current needs first, then develop standards and strategy approaches. • Transparency and the timeline are important: will share periodically. 	<p>Extend the meeting 15 minutes Motion by Thoele, 2nd by Swiencicki Motion passed unanimously</p>	

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			<p>General comments:</p> <ul style="list-style-type: none"> • Challenges relating to recording Leave and Absent Report (LAR) in the system seems to be problematic. • Upgrades to the current Help Desk system would be beneficial. • Payroll section is listed in HR module of PROMPT. • Other challenges include low attendance by both staff and managers at forums together input. 		
H. Adjournment			11:30 a.m.		
I. Next meeting			TBD		