

**CONTRA COSTA COLLEGE  
OPERATIONS COMMITTEE**

**MONDAY, March 10, 2014**

**9:00 A.M. - ROOM #AA-216**

**Minutes**

**PRESENT:** Tammeil Gilkerson (Chair), James Eyestone, Susan Lee, Donna Floyd, Lilly Harper, José Oliveira, Bruce King, Wayne Organ, Darlene Poe, Vicki Ferguson, Ysrael Condori. Wayne Organ arrived at 10am.

**I. Welcome/Introductions**

Tammeil welcomed the group.

**II. Approval of Current Agenda**

Donna motioned to approve the current agenda, James seconded the motion. TG, JE, SL, DF, LH, JO, BK, DP, VF, and YC voted yay, none voted nay. WO was not present.

**III. Approval of Minutes**

Donna moved to approve the Minutes of the February 24 meeting, Darlene seconded the motion. TG, JE, SL, DF, LH, JO, BK, DP, VF, and YC voted yay, none voted nay. WO was not present.

**IV. Action Items**

There were no action items.

**V. Information/Discussion Items**

**Carpool Guidelines:** Bruce presented the Sustainability Committee's student carpooling recommendation. The Committee surveyed Solano, Ohlone and DeAnza community colleges regarding carpool policies. The Committee's recommendations included a three persons per vehicle minimum and free parking for the semester. Other recommendations involved a special application documenting participants' student registration and vehicle information. Students must reapply each semester, and applications would be available at the Associated Student Union (ASU). Two of the three colleges surveyed cited violators, and the Committee recommended Contra Costa issue citations as well. Bruce suggested cancellation of the permit as an alternative.

Donna asked if the group should work on policy now, but wait to begin the program until after completion of campus construction. The group agreed that the carpooling program should go forward now, as parking spaces gained would help alleviate those lost with construction. There was a discussion about the merits of applicants providing driver and passenger documentation. The Sustainability Committee recommendation was that the driver and two passengers should provide documentation when applying for the permit. James questioned the point of passengers providing documentation for the permit if drivers can substitute passengers as needed. Darlene suggested that perhaps the application should focus on the driver instead.

Lot 4 was suggested for the program. It consists of fifteen spaces, plus one Americans for Disabilities (ADA) space and one motorcycle space. It is currently a student/staff lot. With one exit and entrance, the lot is easy to monitor. Darlene and Susan expressed concern that carpoolers would park in lot 4 with or without passengers. Susan thought that if carpoolers don't have passengers they should park in the student lot and buy a daily permit. James said that having to pay for a daily permit when carpooling spaces are unavailable would remove the incentive to apply for the carpool permit. Tammeil felt that citations should be reserved for those who use lot 4 without a carpooling permit, as monitoring the number of passengers in each car would be difficult. Darlene agreed, adding that an apparently single driver might have already dropped off riders elsewhere on campus. The group decided that the carpooling permit should serve as a regular parking permit in the event that lot 4 is full. Donna asked whether spaces would be reserved for carpoolers for the entire day, or open to non-permit holders after a certain time, similar to Bay Area Rapid