

**CONTRA COSTA COLLEGE
OPERATIONS COMMITTEE
MONDAY April 11, 2016
9:00-10:30 a.m., Room AA-216**

Minutes

Present: Susan Lee (acting chair), Bruce King, Beth Goehring, Lilly Harper, Tom Holt, Vicki Ferguson, and Michael Peterson (taking notes)

I. Approval of Current Agenda

Beth Goehring moved to approve the agenda with a minor correction (Measure "E" to Measure "A") and to add an agenda item: "Signage for Bicyclists on Campus". Lilly seconded the motion. Agenda unanimously approved.

II. Approval of March 14, 2016 Minutes

Lilly motioned to approve minutes with a minor grammatical correction in item D. Vicki seconded motion. Minutes unanimously approved.

III. Information/Discussion Items

A. Leave Request Forms (Susan Lee)

Three versions of past leave request forms were circulated to the committee. The committee decided that the newest form was the simplest and best form.

Lilly Harper will consult with her lateral colleagues at the other colleges to inquire about what their forms look like.

Michael Peterson will confirm with Jackie Lopez and Nick Dimitri which form is the current, most updated form and where it is posted. The form should be uploaded to the Faculty / Staff Resources link on the CCC website.

B. Designated Space for Nursing Mothers (Susan Lee)

Vicki Ferguson confirmed that Title 9 requires the college to have a designated spot for nursing.

Bruce King will consult with Krista Olsen about possible spaces in the new building and/or in current buildings for nursing mothers. He will report back to the Operations Committee.

C. Measure A / Contingency Budget Report Updates

Bruce King reported that there may be left over funds following the completion of Measure A projects. This money could be used to fund additional projects. He asked for a list of possible projects. The committee drafted this short list in order of priority:

1. Covered passenger pick-up areas near the SSC buildings.
2. CCC arch welcome sign
3. Flat screens in each building's public areas advertising the departments in that building.

The issue was tabled until the monies from Measure A are more quantifiable.

D. New Building Move Update

Mariles Magalong gave a quick update on where things stand with the move to the new buildings, and indicated that the moving company has taken stock and indicated the tentative moving schedule.

E. Signage for Bicyclists on Campus

Vicki Ferguson reported that Jim Gardner has indicated concerns regarding the signs at the entrance points to campus, noting that he felt that they are inhospitable. A discussion followed regarding District-mandated language for the signs, noting specifically BP 20.01 section 3.

It was affirmed that in no way does the District or the College want to prevent the riding of bicycles on campus or lessen the value of green transportation. Vicki Ferguson will follow-up with Mr. Gardner.

F. Other Discussion/New Items

None

G. Adjournment

Beth Goehring moved that the meeting adjourn. Vicki Ferguson seconded the motion. Motion unanimously approved.

Meeting adjourned at 10:36 a.m.