

CONTRA COSTA COLLEGE
OPERATIONS COUNCIL COMMITTEE
Monday, May 22, 2017
9:00-10:00 a.m., Room SAB-211

Minutes

Committee Members: Mariles Magalong (interim chair), Beth Goehring, Megan Kinney, Lilly Harper, Brian Williams, Susan Lee, Vicki Ferguson, Tenzin Jamphal and Francis Sanson. Ex-officio: Lt. Thomas Holt, James Eyestone, Darlene Poe, Bruce King

Present: Mariles Magalong, Beth Goehring, James Eyestone, Bruce King, Susan Lee, Vicki Ferguson, Lilly Harper, Megan Kinney and Lorena Cortez (taking notes)

Guest: Travis Hiner, Joel Nickelson-Shanks and Jason Berner

Meeting called to order at 9:02 a.m.

I. **Approval of Current Agenda**

Susan Lee made a moved to approve the agenda. Lilly Harper seconded the motion. VF, BG, LH, MK and SL voted aye. No nays. No abstentions. The agenda was approved unanimously.

II. **Approval of April 24, 2017 Minutes**

Vicki Ferguson made a moved to approve the minutes with a minor change. Beth Goehring seconded the motion. VF, BG, LH, MK and SL voted aye. No nays. No abstentions. The minutes were approved unanimously.

III. **Action items**

None.

IV. **Information/Discussion Items**

A. **Inter-Act Club Request to Plant Memorial Tree**

Bruce King informed the committee that the approved memorial tree has been purchased. The peace grove is a small place and will not be able to sustain the tree. The memorial tree will be planted at the Performing Arts Center (PAC).

B. **Use of Public Campus Bulletin Boards**

The policy was revised by the committee members. The changes to the policy are as follows:

- removed the list of public bulletin boards on campus from the policy
- public bulletin boards list will be used internally by the Student Life Office
- designated the Student Life Office as the group responsible for maintaining and coordinating postings on public campus bulletin boards.
- included link to approved logos, fonts and other marketing materials

This discussion item brought back to the Operations Council and placed on the fall 2017 agenda as an action item.

C. Campus Advertising Policy

The committee discussed and made changes to the “Use of Public Campus Bulletin Boards” draft policy. They made a recommendation to send the revised draft to the constituencies for review and feedback. This discussion item brought back to the Operations Council and placed on the fall 2017 agenda.

D. Other Discussion/News Items

- a. Mariles Magalong followed up with the manager of Brix restaurant to confirm their hours of operations. Brix has been closing at 5:30pm due low number of student customers between 6:00pm-7:00pm. To encourage Brix to stay open until 7:00pm as reflected on the contract, the committee recommended sending email blast to students about the hours of operation and to perhaps collect data on how many students frequent Brix between 6:00pm-7:00pm.
- b. Travis Hiner provided the committee with a quick update on the repairs to the PAC. The repairs to the exterior of the building have been completed, only a few items on the inside remain, i.e. the sink.

V. Adjournment

Beth Goehring moved to adjourn the meeting. Vicki Ferguson seconded the motion. BG, MK, VF, LH and SL voted aye. No nays. No abstentions. The motion was unanimously approved; the meeting was adjourned at 9:55 a.m.