

CONTRA COSTA COLLEGE
OPERATIONS COUNCIL COMMITTEE
Monday, October 22, 2018
9:00-10:00 a.m., Room SAB-211

Minutes

Committee Members: Mariles Magalong (chair), Beth Goehring, Lilly Harper, Brian Williams, Maryam Attai, Jason Berner, Dagim Tessema (student), Aman Butt (student). Ex-officio: Lt. Thomas Holt, James Eyestone, Darlene Poe, Bruce King, and Dennis Franco

Present: Beth Goehring, Jason Berner, Lilly Harper, Bruce King, Dennis Franco, and Lorena Cortez (taking notes). Student representatives Dagim Tessma and Aman Butt arrived after 9:32am.

Meeting called to order at 9:32 a.m.

I. Approval of Current Agenda

Beth Goehring moved to amend the agenda and add the Veteran's Garden an action item. Aman Butt seconded the motion. The motion passed unanimously.

Lilly Harper moved to approve the amended agenda. Dagim Tessema seconded the motion. The motion passed unanimously,

II. Approval of September 10, 2018 and October 8, 2018 Minutes

Beth Goehring moved to approve both meeting minutes. Aman Butt seconded the motion. The motion passed unanimously.

III. Action items

A. Veterans' Garden.

Lt. Thomas Holt provided the Veteran's feedback regarding the two Veterans Garden locations (CTC Building & Library Building) the Operations Council recommended. The Veteran's Club has proposed to have garden located behind the General Education building (GE). The committee reviewed the pictures of the location and discussed some paraments the Veterans club must agree to use the location as a garden. Operations Council agreed to provide a letter to the Veterans club with a preliminary contractual period of 2 years renewal and other language related to the use of the land, improvement or structure install requiring prior approval, types of plants, maintenance of space and following current college policy. Beth Goehring moved to approve the location behind the GE building as the Veterans Garden with preliminary contract addressing the contractual period of 2 years renewal and other language related to the use of the land, improvement or structure install requiring prior approval, types of plants, maintenance of

space and following current college policy. Aman Butt seconded the motion. The motion passed and was approved unanimously.

IV. Information/Discussion Items

A. Faculty Office Directory

At the previous Operations Council meeting, Beth Goehring shared the request of faculty to improve the GE building by installing some type of directory for faculty offices. With the input of Technology Services Manager, James Eyestone, the committee discussed estimated cost, and requirements needed for the type of directory desired (electronic monitor display or interactive directory). James Eyestone discuss the directory at the IT monthly meeting as report back to Operations Council.

B. Fireside Hall View Availability

At the previous Operations Council meeting, Beth Goehring asked if there is a way to improve the visibility of the presentations projected in Fireside Hall. James Eyestone shared with the Operations Council that the projector cannot be made brighter. His recommendations to improve the visibility were to improve the hues of the space, increase or decrease the RGB to make certain primary colors brighter, presentation should have contrasting colors with larger font, or purchase a grey screen. James Eyestone will try adjusting the RGB to see if that helps the screen come brighter for presentations.

C. Other Discussion/News Items

Beth Goehring requested to add the Operations Council meeting time change from 9:00-10:00am to 9:30-10:30am on the next meeting agenda.

V. Adjournment

The meeting was adjourned at 10:03 a.m.