

**CONTRA COSTA COLLEGE
OPERATIONS COUNCIL COMMITTEE
Monday, December 10, 2018
9:00 a.m.-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: Jason Berner, Brian Williams, Elaine, Beth Goehring, Mariles Magalong, Lilly Harper, Bruce King, Maryam Attai, James Eyestone, Lt. Tom Holt., Aman Butt, Degaim Tessema and Alex

Meeting called to order at 9:04 a.m.

I. Approval of Current Agenda

Added to two agenda items to item D. "Benches for GE Building, The ASU Proposal.

Jason moved. Lilly seconded approval of agenda.

II. Approval of October 22, 2018 Minutes

Jason moved to approve minutes with corrections. Beth seconded.

III. Action Items

A. Operations Council Meeting Time Change.

This was proposed to make sure students have time to come in and meet quorum.

Jason moved to approve meeting time from 9:30-10:30am. Brian seconded, and the motion passed unanimously.

IV. Information/Discussion Items

A. Sticker Usage on Campus

Stickers are a form of graffiti. Bruce had a discussion with ASU and marketing about the issue. The window stickers are still causing issues, debris and clutter.

The advertising policy was discussed, which addresses the restrictions of advertising. The policy can be enforced to only post in designed areas.

B. Safety

Chief Carney and Lt. Holt talked about campus shield. They also reported that the emergency notification systems are still being tested, and not working in AA building. Police notifications cannot be issued to specific building(s), only campus wide or district wide.

James will take the request about building specific notification to Tech managers group. Mariles will take it to the safety committee.

The district-wide Camera project will install perimeter cameras and in child care centers. Police and child care center representatives recently had a meeting about the number and placement of the cameras.

A representative from CCCSIG came and presented stats on workers comp for the campus and districtwide. CCCSIG offers free safety training, as well as ergonomic evaluations. Their website has this and other information.

The safety bollards have been purchased. Police needs to meet with the President to ensure that the placement is correct.

C. Update on Campus Shield Computer Assignments

Suggestions regarding which computers on campus will have the panic button:

- DSPS office
- Counselor all of them get one? Perhaps prioritize with evening, counselors. Think about the conditions.
- EOPS office
- One in every building and/or floor

The committee will download the app to test out submit a tip. When testing, please put TEST and location to make sure the GEO Fence is accurate. Will be discussed further next semester.

D. Benches for GE building

The discussion included the need for benches, why we can or cannot have benches, the impact on custodial services, what kind of benches, etc.

Maryam proposed to try out one or two benches to see what will happen.

Mariles will find out if there are any code violations for placing benches in GE building.

Jason will check informally when the big crowds are happening. Poll informally the faculty to get feedback about how they feel.

Other topic:

Bulletin boards was discussed, specifically on the hallway in the building. The question raised was whether or not those can be installed if the division office purchased them.

It was suggested that Jason talk to Brandy Howard about this.

E. ASU proposal

Students brought up the need for student lockers, and suggested possible locations.

Lt. Holt indicated that there is a locker policy, and gave some specifics such as, it prohibits food from being stored in the locker. The lockers are given per semester basis, and there are also day lockers by the bookstore.

This discussion will be continued in spring.