

 CONTRA COSTA COLLEGE
Operations Committee
Meeting Minutes

Date: May 14, 2025 (every 2nd Wednesday of the Month) **Time:** 2:00 p.m. – 4:00 p.m.

Location: SAB-211

ZOOM: <https://4cd.zoom.us/j/82194560051>

Meeting ID: 821 9456 0051 Passcode: FMPWEB

Voting Members

Chairperson: Victoria Menzies

Managers: Lt. Charles Hankins, Darris Crear

Faculty: Elaine Gerber, Leslie Alexander, *Alternate: Gabriela Segade*

Classified: Hope Dixon, 1 Vacant

Students: Alejandra “Alexa” Simen, Jonathan Elias

Non-Voting Members

Managers: Jaina Eyestone, George Mills, Larry Womack

Present: Victoria Menzies, Larry Womack, Leslie Alexander, Jaina Eyestone, Maya, Jenkins, Darris Crear, Jose Zepeda, Hope Dixon, Samuel Khalifi, Sophie (Student Union)

Zoom: Gabriela Segade, Robert Bagany, Matthew Houser, Rene Sporer

Called to order at 2:03 p.m.

Item	Outcome/Decisions	Action Items
I. Welcome and Introductions		No action required.

II. Approval of Current Agenda	. Approval of Current Agenda • Hope Dixon suggested adding an update for the AA Building Gender-Neutral Bathroom.	• Outcome: No quorum (due to lack of student representation). Item tabled to September 2025. • Action: Add to September agenda.
III. Approval of April 9, 2025 Minutes	• Corrections: • Change “Rio College” to “Real College.” • Change announcer of High School Mesa event from Brianne Ayala to Rene Sporer.	• Outcome: No quorum; approval tabled to September 2025. • Action: Add to September agenda.
IV. Public Comments (2 minutes each)	IV. Public Comments • LGBT Rainbow Pride Picnic: May 15, 2025, 11:00 a.m.–2:00 p.m. near AA Building. • CCC Commencement: May 23, 2025, 4:00–6:00 p.m.	Informational only, no action taken.
V. Space Use Request: - Greenhouse Near Science Bldg - Science Bldg Men’s Bathroom	5. Informational/Discussion Items • Space Use Requests • AA 216A (Meditation/Prayer Room): Proposed by Samuel Khalifi to support inclusivity for Muslim and other students. • Greenhouse Near Science Building: Purchased and awaiting assembly; funded through Biology budget, 12–20 funds, and workforce development (no General Fund). • Science Building Men’s Restrooms: Proposal to convert stalls to urinals. Concerns raised about gender stereotypes and use of funds.	• Outcome: No quorum; discussion only. Actions: • Maya to include prayer/meditation room and greenhouse on September agenda. • Rene to update greenhouse request form with proper signatures.
VI. Campus Updates	• Campus Updates • Custodial Manager position eliminated. Leads to assume management duties for six months. • Committee evaluation process to be developed.	Actions:

		• Victoria to add committee evaluation process to September agenda. • Robert to finalize paperwork for custodial reorganization.
VII. Facilities Update (Robert Bagany)	• Facilities Update • HVAC: Filters received, replacement scheduled. • ELC: Flooring project; last room begins June 2, 2025. • Sandbox: Grant-funded; date pending. • Fields: Bleacher cleaning and fence replacement. • Bathroom Dispensers: Additional units ordered. • Fireside Room: Flooring replacement to begin week of May 27, 2025. • Paving: Lot 15 scheduled post-graduation; Lot 9 pending. • Native Garden: Ongoing; overtime funding ends this month. • AA Building Gender-Neutral Bathroom: May require DSA approval.	Action: Robert to meet with Dina (District Office) regarding bathroom project.
VIII. IT Updates (Jaina Eyestone)	IT Update • Focus on software inventory, cybersecurity (HECVAT/VPAT compliance). • Issues with disparate software licensing across campuses. • Windows 11 upgrade deadline: October 2025.	Actions: • Victoria & Jaina to secure campus-wide Canva license by July 1, 2025. • IT to complete Windows 11 upgrade by October 2025.
IX. Report from Safety Committee	• Lot 9 accident mitigation: curve painting and signage. • Police services monitoring discussed. • Exploring solar-powered signage and walk lights.	• Actions: • Robert to finalize Lot 9 improvements and safety signage.

		• Robert to coordinate with police services for patrols. • Robert to implement solar-powered crosswalk signage. • Report Out – Sustainability Committee • Announced Bike-to-Work Day (need volunteers). • White Pony Express partnership pending paperwork.
X. Report from Sustainability Committee	IX. Report from Sustainability Committee (Robert Bagany) • Back to Work Day – need for more volunteers. • New partnership with White Pony Express	Informational only
XI. Adjournment	Meeting adjourned at 3:41 p.m. Next meeting Wednesday, September 10, 2025 at 2:00 p.m.	