Meeting Minutes

Date: April 9, 2025 (every 2nd Wednesday of the Month) Time: 2:00 p.m. – 3:30 p.m.

Location: SAB-211

ZOOM: https://4cd.zoom.us/j/85259736509
Meeting ID: 852 5973 6509 Passcode: 949164

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: Jaina Eyestone, Leslie Alexander, Larry Womack, Alejandra Simen, Gabriela Segade, Maya Jenkins, Charles Hankins, Rene Sporer

Zoom: Elaine Gerber, Matthew Houser, Robert Bagany, Brianne Ayala

Called to order at 2:08pm

	Item	Outcome/Decisions	Action Items
l.	Welcome and Introductions	Jaina Eyestone acted as Chairperson for this meeting	N/A
		due to Victoria Menzies being out of office.	

II.	Approval of Current Agenda	Agenda approved with five yay votes. No nay votes.	No action items.
		Motioned – Lt. Charles Hankins Second – Hope Dixon	
III.	Approval of March 12, 2025 Minutes	Minutes approved with five yay votes. No nay votes.	No action items.
		Motioned – Leslie Alexander Second – Hope Dixon	
IV.	Public Comments (2 minutes each)	Hope Dixon shared update on passing their bicentennial food pantry inspection and completing the Rio College California Basic Needs Survey. The center will launch (4/10/25) food lockers located in the dining hall, and students will be able to request a code Brianne Ayala announced that High School Mesa Students will be having their science contests at the college this weekend.	Rene Sporer proposed that the space change for the men's bathroom be an item for the next Operations committee meeting.
		Rene Sporer proposed a change to the men's restrooms in the Science center, suggesting that two of the four stalls in each of the first and third floors be converted to urinals to reduce mess. She also raised concerns about the reservation system (25Live) for special spaces on campus, suggesting a second level of approval for certain rooms to avoid conflicts with scheduled classes.	
V.	ELC Mural Review	The committee discussed the new sketch for the ELC mural, focusing on diversity and representation. The committee suggested improvements such as including a complete African American family, more varied skin tones within families, and Asian representation. The central image of a mother and child is debated, with some preferring to remove it and others seeing it as a	1. Brianne to incorporate feedback on the ELC mural design and prepare a final version for College Council approval. 2. Brianne to send the final ULC mural design to Jackie Ore at least 3 days before the next

	focal point to bring the whole mural together. The committee also considered adding representations of different family structures, ages, and abilities. Committee voted to move the mural review to College Council with incorporating changes expressed in feedback from attendees. Motioned – Hope Dixon Second – Lt. Charles Hankins	College Council meeting, requesting it as an action item.
	Approved with 5 yay votes. No nay votes.	
VI. Campus Updates - New Policy BP 22.22 - Time entry training	New Policy BP22.22 - discussed the data classification standard, which provides a blueprint for handling electronic or printed data and applies security standards to it. The standard has three levels: private, confidential, and public, and defines data owners who fine-tune the handling of specific data sets. Also shared a recent version of the document that passed and is going to the board.	No action items.
	Time Entry Training – The training was held for managers and admins on April 3, 2025, but a separate session was held for faculty. The new system will be used for part-time non-classroom positions, including part-time counselors, part-time librarians, and all OAS positions, while full-time faculty will use the system for any payable hours currently reported on timesheets. Substitute hours will continue to be paid on timesheets only.	
VII. Facilities Update -	Robert Bagany –	1. Robert to begin replacing HVAC filters in selected buildings
Schedule for Current Projects	HVAC - Ongoing, filters will be delivered next week	next week.

		ELC (furniture, building, etc.) – flooring project ongoing, will be done in June Fireside – no date for when flooring project will begin. Waiting on proposal for vinyl/carpet tile Native Garden – ongoing, need plants. Also setting up a greenhouse near the physical science building. Paving project - starting in Summer. The Foundation Office relocation is on hold due to staffing changes.	 Robert to oversee the completion of ELC flooring in June after the spring semester. Robert to follow up on the proposal for replacing the floor in Fireside Hall. Robert to continue work on the native garden project. Robert to coordinate the setting up of a greenhouse for
	1 - 11 1 .		the biology department. 6. Robert to follow up with the district office regarding the gender-neutral bathroom remodeling project and funding timeline.
VIII.	IT Update	Jaina Eyestone – No update.	No action items.
IX.	Report out from Safety Committee	Robert Bagany – reported no accidents. Shared about a planned campus safety walkthrough with committee members and ASU on March 31st, highlighting various hazards in the roads. An issue regarding the lack of a designated drop-off zone for students near the science and library buildings, which was causing safety concerns for employees was mentioned. Robert suggested that the area should be marked as a drop-off zone to prevent cars from parking in staff and maintenance spaces.	 Robert and Angela Loera would compile a detailed report for the next Safety meeting. Robert to install additional signs for the vehicle collision area and obtain quotes for solar-powered electronic signs. Robert to develop a procedure for checking and maintaining emergency supply bags at the beginning of each semester.

X.	Report out from Sustainability Committee	Robert Bagany – discussed the Sustainability Committee's plans for Earth Day, which may be rescheduled to April 21st due to conflicts with other events on 4/22 and 4/23.	Robert to organize Earth Day events on April 21st and reach out to confirmed participants about the date change.
XI.	Adjournment	Meeting adjourned at 3:07pm. Next meeting Wednesday, May 14, 2025 at 2:00 p.m.	N/A