Planning & Budget Integration Model Summit

Date: August 29, 2014, 9:00 am – 3:00 pm
Location: Scott’s Restaurant – Jack London Square, Oakland, CA

District Facilities Committee Meeting

Membership Present:

Phyllis Carter; Tina Vasconcellos; Don Petrilli; Helena Legel; Laura Hernandez; Dettie Del Rosaro; Brock Drazen; Greg Valentine; Rachel Goodwin; Brian Adair; Hoi Ko; Shirley Slaughter; Carlos Cortez; Sadiq B. Ikharo; Molly Sealund

Note-taker: Rosemary Vazquez
Recorder: Molly Sealund

Facilitator: Tina Vasconcellos  Chair: Dr. Sadiq B. Ikharo  Co-Chair: TBD

MEETING NOTES – Committee Break-out Session (12:45 pm – 2pm)

1. Introductions were extended. Meeting was called to order at 12:47 pm.

2. Select a Note-taker for Today’s Meeting

Rosemary Vazquez will take notes for this meeting with Molly Sealund as recorder.

3. Elect a New Faculty Co-Chair

The consensus is to defer this item to the next meeting where more faculty representation is present. Suggested faculty nominations included Don Petrilli and Wendy Franklin.

Role of the Co-Chair: The co-chair, a faculty member, partners with the chair to ensure the effective functioning of the committee and delivery of recommendations. The co-chair joins in substantive discussions and can provide process perspectives to ensure that the committee stays on track.

It was suggested that a classified representative should also serve as a co-chair. More discussion relating to this subject will be deferred to the next meeting.

VC Ikharo asked for nominees to serves on the District Education Committee (ETC) and the District Technology Committee (DTC). The following DFC members were nominated and agreed to serve: Don Petrilli, Windy Franklin and Brian Adair.

Members voted unanimously to appoint the following to serve as DFC representatives:

<table>
<thead>
<tr>
<th>DFC Member</th>
<th>To Serve on PBIM Committee</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Don Petrilli</td>
<td>District Education Committee</td>
<td>District Facilities Committee Rep</td>
</tr>
<tr>
<td>Brian Adair</td>
<td>District Technology Committee</td>
<td>District Facilities Committee Rep</td>
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4. Review the Meeting Schedule

The meeting schedule was reviewed. Facilitator Tina Vasconcellos reminded the membership to pay special attention to the schedule times, which vary.

She also mentioned that everyone is welcome to attend other PBIM meetings but cannot vote on items, but can participate in discussions.

5. Review 2013-14 Survey Results - DFC Committee

DFC survey was reviewed and discussed. Discussion included the following topic:

- 70% of participants were nonmembers of the DFC committee. How does this affect the results?

It was suggested that there should be a formally respond to the survey, with suggestions to improve the process.

6. Review PCCD 2014-15 Strategic Goals & Institution Objectives

This item was deferred to the next meeting.

The 2013-14 DFC Goals & Objectives were reviewed to determine if they were achieved. The consensus was that the majority of the 2013-14 DFC Goals & Objectives were achieved with a few objectives still in progress.

Phyllis Carter suggested holding Town Hall meetings as another method to share information relating to capital projects with College constituents.

Both Helena Lengel and Gregg Valentine agreed that this committee did a good job at responding to safety issues, district-wide.

7. Set DFC Committee goals/activities for 2014-15 aligned with PCCD Strategic Goals and Institution Objectives

This item was deferred to the next meeting for discussion.

Meeting adjourned at 1:50 pm.