Meeting Minutes – FPC

February 14, 2012, 2:00 PM

Project
Marin Community College District
College of Marin: Master Plan Update
11020

Location:
Student Services, A

Attendees:
Laura McCarty (LM)
Maridel Barr (MB)
Erik Dumire (ED)
Fernando AgudeloSilva (FAS)
Raemond Bergstrom-Wood (RBW)
Bob Thompson (BT)
Don Flowers (DF)
Rob Barthelman vbn (RB)
Rollen Perry, vbn (RP)

CONTEXT
The Marin Community College District has selected ARCHITECTURE/vbn to undertake Facilities Master Plan update to provide development of a Master Planning/Facilities Management tool to allow effective, efficient decision making. All efforts will be under the direction of the District Facilities Planning Committee.

PURPOSE/INTENDED RESULTS
 Confirm Project intent.
 Define FPC processes to address data, WASC requirements.
 Obtain available data and additional resources, as needed.

NOTES (Notes by RB/RP):
♦ Overview of FPC Procedures:
  ▪ How do we create a WASC responsive plan?
  ▪ FMP will provide evidence to the data-driven facilities response to programmatic needs, acknowledging M&O requirements.
  ▪ BT: M&O/District certainly have a desire to acknowledge requirements to maintain facilities in the future. Would eventually like to know what they are today, tomorrow, and 5-years out and have a Preventive Maintenance Plan.
    ▪ New and existing buildings- documentation of facilities.
    ▪ Desire a deeper dive around creating a facilities M&O plan.
    ▪ Rest of the campus will be more work and more money.
    ▪ FAS acknowledged having met with WASC on their last visit. Need to show some growth in capabilities to plan and manage facilities.

  ▪ LM: Reviewed WASC requirements, Recommendation #7.
  ▪ LM: Presented Saddleback Mountain Master Plan. Saddleback has a 5 and 20 year M&O plan. Much larger district/campus.
  ▪ LM: Response will utilize existing information on previous process, analysis, resulting plan, and what has occurred since 2004 bond passage.
  ▪ LM: District recently undertook District survey. Data has facility
information/responses that can be reorganized in response to WASC in Facilities Plan. District to provide.

- Parking study underway as response to District Survey.
- ED: Old program review data can be incorporated into Facilities Response. This Data shows that the District has responded to needs with its facilities planning and implementation of Measure C. As well, there can be recognition of what is still outstanding.
- RBW: District just now finalized EMP, currently being reviewed for approval.
- Biggest shifts include adjustment of Pathways to 3, from 5.
- ED: noted that there are required shifts within College of Marin to make the required facilities changes.
- M&O needs to be integrated into Facilities Plan.

Upon review of these meeting notes, please notify the author of corrections or additional information within 3 days of receipt.