**College of Alameda**

**Facilities & Technology Committee Meeting Minutes**

**Date of the Meeting:** Thursday, September 27th, 2018

**Present:** Peter Ha; John Peterson; Sue Altenbach; Sabeen Sandhu; Balamurali Sampathraj; Jayne Smithson; Shawn Foster; Selwyn Montgomery; Lonnie Sampson; Michelle Custino; Michael Duensing; Lilia Celhay; Rachel Goodwin; MaryBeth Benvenutti

**Chair/Co-Chair:** TBD for 2018-2019 Academic Year

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| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW-UP / DECISIONS** |
| Meeting Called to Order | Concern about merged meeting and faculty representation  Discussion about the communication of service appointments about the Academic Senate | Lilia Celhay will follow up on membership of faculty and classified professionals |
| Election of Chairs | See Above | Election of chairs tabled for next meeting due to membership concerns |
| Review of Charge | Comment regarding item numbered 6 on the committee charge: “Review the State’s Specialization Report and the Five Year Master Plan for the Campus Compliance and Make Recommendations to Ensure Compliance”  Request to review the prior charge of the Facilities Committee (Prior to Merger)  Mary Beth Benvenutti suggested the development of workgroups to report back to the wider committee  Goals of the Committee | Lilia Celhay will follow up on the report and determine whether this is the purview of the committee  Mary Beth Benvenutti will provide the prior charge of the Facilities Committee at the next meeting  Committee voted on implementation of workgroups and all were in favor  Tabled for the next meeting (need to have full membership) |
| Request for a Volunteer to Upload Minutes and Agendas to the Facilities and Technology Committee Webpage |  | Sabeen Sandhu volunteered to serve |
| Current Facilities and Technology Issues | C104 Intermittent Internet Access  D Building Air Issue (Boiler)  Heat and Hot Water Issue  Showers for Students – Cold Water | Please submit work orders to Shuntel Nathaniel and Copy Curtis |
| Next Meeting (October 2018) | Regularly scheduled Meetings Falls on Flex Day | Rescheduled Meeting for Wednesday, October 24th, 2018 in A149 from 2:00-3:00 pm |

Minutes taken by Sabeen Sandhu