



Facility Management Team Minutes

Date: February 21, 2024

Zoom & Founders Room

Chair: Dwayne Fehrenbacher

Roll Call:

<input type="checkbox"/> Virginia Chamness	<input checked="" type="checkbox"/> Lindsay Johnson	<input checked="" type="checkbox"/> Cheryl Cummins
<input type="checkbox"/> Chris Clark	<input checked="" type="checkbox"/> Don Koch	<input checked="" type="checkbox"/> Alex Copley
<input checked="" type="checkbox"/> Dwayne Fahrenbacher	<input checked="" type="checkbox"/> Jonathan Van Meter	<input type="checkbox"/> Kyle Smith
<input type="checkbox"/> Jennifer Herren	<input checked="" type="checkbox"/> Alicia Farris	<input type="checkbox"/> Kaylyn Meyers
<input type="checkbox"/> Eric Howard	<input checked="" type="checkbox"/> Tim Cornwell	<input type="checkbox"/> Sandy Fontana

Agenda Items:

- I. **Call to Order** - Dwayne called meeting to order at 1:10pm
- II. **Approve Minutes of** - Motion was made by Lindsay and seconded by Tim to approve the minutes from the January 17, 2024 meeting.
- III. **Additions to the Agenda** - No additions were made to the agenda
- IV. **Items for Discussion** -
 - Policy 6000, IT; Policy 7000, Facilities (See Attachment)
 - HLC 3.D.4 and 5.b.1 (See Strategic Plan Attachment)
 Motion was made by Alicia and seconded by Tim to send both policies to Executive Council, motion carried
- V. **New Business** -
 - Discussed the possibility of resurfacing main campus tennis courts and turning them into pickleball courts. Don is going to check on getting an estimate of resurfacing the courts.
 - Discussed the possibility of designing a disc golf course for the main campus towards the baseball/softball fields and grounds around the back area. Alicia and Don are working together to design a course.
 - Don stated that a form for office moves and renovations needs to be created that includes the following information/questions:

- Current Office that is being housed?
- What office is being requested to move to?
- Does it the office being moved to and moving from need to be painted?
- Is IT needed to transfer computers, etc.?
- Please allow for moving time. (time of actual request until new office is ready for move-in)
- Office move requests will be granted during the months of June and July only.
- Office moves must obtain an approval from departmental VP's and then Chris Clark.

➤ Worked on HLC Criterion 3.D.4 and 5.B.1

VI. Next Meeting - Wednesday, March 20, 2024 in the Founders Room @ 1pm

VII. Adjournment - Motion was made by Cheryl and seconded by Don