

Rock Creek Campus
Bond Internal Steering Committee (BISC) Meeting Notes – Meeting #10
10/04/2010

In attendance: Birgitte Ryslinge, Barbara Linn, Shannon Baird, Walter Morales, Ginger Smith, Karen Maxwell, Erin Stanforth, Linda Degman, Meryl Lipman, Gina Whitehill-Baziuk, Kristen Martin, James Meyer, Jason Miller, Victor Mena, Tsionah Novick & Becky Hughes (Notes)

Meeting Facilitated by: Birgitte Ryslinge

1. Welcome and Introductions

- Birgitte welcomed everyone to the second BISC Meeting of the year
- No corrections/additions to Meeting Notes of August 19, 2010
- Birgitte recognized the Rocket Composter Unveiling Event on October 1st and thanked Erin and the students for their participation in acquiring the rocket

2. BISC Meeting Norms

- Will meet regularly – (last year 2X mo), this year 2 – 3X mo during fall, winter 2X mo. during spring)
- Will start promptly at the scheduled time
- Will be prepared for work sessions
- Will bring BISC binders to all sessions and keep up-to-date
- Will be open to all ideas
- Will listen to and respect all points of view
- Sessions will be as inter-active as possible
- Will have fun
- Will stick to agenda
- Notes will be provided after each meeting

3. Review and Confirm Outcomes from BISC August 19 Meeting

- Rock Creek Campus/Campus Plan Refinements were handed out from last meeting on 8/19/10
- Opsi and Barb presented information about the Draft Campus Plan zeroing in on options
- Appears that options all fit within cost parameters – Opsi will continue to develop more detailed cost information
- Schedule implications
 - Different options – what does that mean district-wide (won't bring all campuses on-line at the same time)
 - What is swing space impact on classes (where do classes go?)
 - Staffing piece – greater staffing to fill spaces
 - Costing out – looking at high level costing for options so far
 - Scheduling, costing, more work to be done, more will be known as we move forward
 - Schedule completion of bond build-out between 2015 – 2016

Rock Creek Campus
Bond Internal Steering Committee (BISC) Meeting Notes – Meeting #10
10/04/2010

- What are big variables that can impact cost?
 - Square footage, building footprints, other renovation
 - Options all fit within general cost parameters
 - Big picture on B5
- What is not included in Bond (big variables)
 - Parking – (short run – to accommodate start of term is being done – no new parking in this bond, can replace if new building displaces existing parking)
 - How to create a common bond – In-service – communicate

4. Review Schedule and Expectations for Selection of Implementation Strategy Phase (Fall 2010)

- Document with Deliverables Goals and Expectations and Fall BISC Meeting *DRAFT* Schedule and topics was handed out by Barb and Jason (discussion followed)
- Review Schedule for remainder of 2010 (Barb created *draft* schedule)
- District folks and faculty federation need to be notified about meeting dates
- Move from where we are with 4 options to set recommendations (preferred option might be hybrid)
- October is about outreach
- Preferred options by end of November
- Doing more COI's – Opsi will not attend
- Campus Climate and Infrastructure and Sustainability on Oct. 14 (Mandy will chair)
- All COI's will have similar agendas looking at options through Guiding Principles
- Oct. 18 – Meet back with RCAL
- Seeing from those COI's combined – do options rise to the top?
- Schedule at different times available in order to provide access for as many people as we can

5. Internal Engagement Plan

a. October COI Sessions – Jason's handout

- Soliciting pros and cons – from design side and from BISC group
- Conceptual options – diagrams
- Schedule development saw sneak peek on 8/19
- Program inventory – going through buildings where work is scheduled
- Cost estimate matrix that will assign cost to each component
- Menu driven strategies selected for each component
- Back on Nov. 15th and amend material based on feedback from Nov. 1st
- Finalization on Nov. 29 – conclusion of strategies for spring
- Internal engagement with goal of campus to identify preferred options

Rock Creek Campus
Bond Internal Steering Committee (BISC) Meeting Notes – Meeting #10
10/04/2010

- b. Process/Method
 - o COI Meetings
 - o Other outreach (breakfast, focus groups, brown bag, part-time faculty session)
 - c. Outcomes
 - o Identification of campus preferred option
6. Other Opportunities for broader stakeholder engagement
- a. Audience / format
 - o Part-time Faculty Bond Engagement on Oct. 21, 3:30 – 5:30 in TLC, Bldg. 3/102
 - b. Goals and expectations
 - o Goal – Preferred Option on Nov. 15
 - o Ready to regroup by end of November
 - o Detail of Program – Jan., Feb., Mar.
 - o Question – will COI’s continue?
 - o Go from 4 different possibilities to perhaps 1
 - o Nov. – Dec. through Board etc.
 - o Jan. focus on Programming
 - o COI structure in place through fall, will “morph” into different structure after preferred option is selected
 - o Narce chairing Student Services and Interface – working with student leadership to identify more students for input
 - o October – outreach month
 - o November – decision making
 - o Report potential development options based upon what is listed in the Bond
 - o Conceptual designs, options and diagrams will be available for supporting imagery
 - o Schedules will be developed
 - o Program inventory – going through buildings where work is scheduled
 - o Cost estimate matrix for assigning cost to different components or strategies
 - o November 29 – strategies for spring – plan for finalizing decisions
7. Report out on status of other related projects / activities
- Road Shows – Community Event – Open House (Evening Event)
 - Oct. 14 – Brown Bag Session, 11:30 – 12:45, RC TLC, B3/102
 - Oct. 23 – RC Harvest Festival – students at information tables (Isaac, Tsionah, and Geurif) with advance support from Meryl, Barb, and Birgitte)
 - Oct. 25 – CP07, 7 PM (Opsis, Barb, and Birgitte)
 - Oct. 25 and 26 – Blood Drive
 - Oct. 30 – CAMP Parents Day – need bilingual materials

Rock Creek Campus
Bond Internal Steering Committee (BISC) Meeting Notes – Meeting #10
10/04/2010

- Nov. 8 – Community Leaders Breakfast, 7:30 – 9 AM (Dave and Meryl)
- Nov. 8 – Community Outreach Evening Event, 5:30 – 7:30 PM (Dave, Meryl, and Sherry)
- Bond website being revamped by Oct. 8 – may upload concepts, comments (twitter, blog) integrated for communication
- Snapshot – responds to Guiding Principles/Options/Cost/Schedule (Oct. 23, 25, 30)
- Post 11 X 17 dates of COI Meetings in buildings (Shannon and Meryl)
- Next Meeting Nov. 1, 1:30 – 3:30 Refinement, Review and Evaluation
 - Presentation and review of primary initiative refinements
 - Group evaluation of each option

8. Open Discussion, Q & A

- We need to be able to circle back to make sure we've collected all relevant information
- How do we optimize the options and apply the guiding principles?
- What would enhanced connectivity look like?
- Idea of BISC should continue beyond Bond
- Safety concern expressed about lack of sidewalks on Springville (may be addressed at CP07)

9. Closing remarks

- Birgitte thanked all for participation, and invited on-going feedback on how the process and structure works for us

Rock Creek Campus
Bond Internal Steering Committee (BISC) Meeting Notes – Meeting #10
10/04/2010