

Educational Planning Committee

November 1, 2021

2:00-4:00 p.m.

Via Zoom

Present: Cara Kreit, Holley Shafer, Gina Cullen, Alina Varona, Emily Fox, Logan Wood, Julian Solis, Emma Mitteregger, Brier Welch

Absent:

Guests: Greg Nelson, Isidro Farias

Agenda

Agenda was approved for the current meeting.

Minutes

Minutes approved for October

Study Session Presentation for CS Goals 1, 2 and 3

CS Goal 1: The fiscal integrity and wellbeing of the District is maintained in a manner that is prudent, responsive, sustainable, and transparent.

- Look back: Substantial progress on all 3 objectives through 2020-21

EPC questions:

- How often does PRAC not distribute all funds? Are there separate funds that aren't PRACs responsibility to allocate?
- What is the procedure for grant development and how is it communicated out?

CS Goal 2:

All facilities are conducive to 21st century teaching and learning and are maintained in a high-functioning, safe, clean, and environmentally sustainable manner, aligned with the Measure B schedule.

- Look back: Substantial progress on all 3 objectives through 2020-21

EPC questions:

- Why are the timelines not updated? Consultation about classrooms should be ongoing

CS Goal 3:

Plan, design, facilitate, and provide logistics for the creation of workforce housing for the purpose of recruiting and retaining District employees including staff, faculty, and administrators in a sustainable manner.

- Look back: No progress on both objectives through 2020-21 due to pandemic

EPC questions:

- What are the college's goals around providing housing, why not student housing?
- EPC would like to take another look at student housing
- Do we have an updated survey? Suggestion to conduct another survey with different constituents than previous housing surveys (external community)
- Is employee housing intended to create a more diverse workforce?

Champions Presentation:

CS Goal 1

Objective 1.1

- College is maintaining reserve per Board Policy, budget approved in September, actually increasing the reserve by ½ pt next fiscal year
- Adoption budget shows reserve increases
- Board has a cap of 18% on reserve, most CCCs have in the 20s; 12% only sustains about 8 months of emergency operations
- Economy—interest and inflation going up, for example, the cost of natural gas this year will go up an unexpected \$240k
- Keep Objective 1.1 in the next strategic plan in case the economy goes bad, need to keep the spotlight on it until we reach the cap; if we make it through the next cycle, we can take it out

Objective 1.2

- Still maintaining AAA rating, all of our bonds are sold, interest rate is low at 1.1% which is basically free money
- To answer question about PRAC- Measure B bond Is not in PRACs purview, board approves every expenditure
- Objective 1.2 should stay in the next strategic plan

Objective 1.3

- College goal specific to advancement—most of that goes to scholarships, students etc

CS Goal 2

Objective 2.1-

Objective 2.2 (Facilities master plan) should not be included in the next strategic plan- for this one it made sense since the facilities plan ends at the same time as the 3-year strategic plan but the next facilities plan will not

Objective 2.3-focus must also be on maintenance of facilities, resources must be set aside in the budget; may updates are automated, such as air conditioning, locks, IT infrastructure, etc—these must be updated every 5 to 7 years to keep pace

- Consultation on classrooms: Consulting with faculty on high flex classrooms, where to put power, movable podiums, etc. Conversations include Academic Senate to keep them abreast on design
- Committee meetings: hundreds of people have participated, keeping faculty and staff informed and inviting them to participate; especially important for the new LRC design

Sustainability—

- Objective 2.3 should be included in the next strategic plan, but don't include LEED ; Cal Green was a replacement for LEED for the state of CA
- Some things aren't achievable for our district, we're not big enough; if it's not cost effective we can't do it
- Facilities Planning committee should include sustainability in their charge-gives them more teeth as to what's going on in the district, now we'll have governance and not just the board focusing on sustainability
- President could hire sustainability coordinator for the district, lots we could do that we don't have time to do, ex. Melt down wine bottles for art projects

EPC question on compost—why aren't we composting on campus?

- We do compost cafeteria scraps but regarding other compost, commercial pickup is only once every 2 weeks and our neighbors complain about the smell

CS Goal 3

- Right now housing is focused on Kentfield not IVC; working with the county to get the necessary permits to renovate and decide wether to contract with a 3rd party to do the construction; will end up with 13 to 20 units between both Kentfield parcels, must get the units occupied
- EPC question: Is the housing revenue generating?
 - Will potentially be "revenue supporting"-In terms of the next strategic plan that we do more of a joint venture, private public partnership like MCOE village oaks, for housing units

Commented [CK1]: I think he used term "revenue supporting"

- Perception that there's a demand for student housing but surveys don't bear it out,
- We can create housing that's mixed use for the community and employees, investors won't invest if students can't pay the high rent, so we don't have the matching resources to put into student housing, we are at the end of our bond

Housing survey:

- The college has-already conducted 3 surveys, if EPC wants to do another survey they can recommend, reason for the second one was to see if there was still demand, it went up actually in 2017

EPC question-who were the previous respondents? What new information would we get from a new survey? What were the demographics? Should we ask different constituents?

- All staff and faculty got the survey in both surveys, 72% interested in employee housing

EPC Discussion/Recommendations:

CS Goal 1: The fiscal integrity and wellbeing of the District is maintained in a manner that is prudent, responsive, sustainable, and transparent.

Objective CS1.1 Reserve is maintained in accordance with BP/AP 6251.

Champions/EPC: On track for 1% increase for 24/25 planned in accordance w/ 6251 (we are in bottom 5 for reserve in CA). Keep objective in next strategic plan – economy may fluctuate and interest may be going to go up so important to keep in for 3 more cycles.

EPC Notes: Keep in to keep moving towards increase in line to AP/BP 6251; update language to reflect we've moved beyond 12% so may need to update progress indicators.

Objective CS1.2 Adequately maintain the District's credit/bond ratings with Standard and Poor's and Moody's associated with all bond types – revenue, lease revenue, general obligation, certificate of participation, and others.

Champions/EPC: Keep it in next strategic plan; tied to CS 1.1; should stay in in case of economic downturn.

EPC Notes: Supports Champion recommendation

Objective CS1.3 Expand institutional grant-writing capacity to increase external funding and resources to strengthen institutional programs, facilities, and services in support of College programs and services.

Champions/EPC: Consider facilities use and users (pools) and housing as part of grants from facilities perspective; consider combining this with an advancement goal given size of the college.

EPC Notes: There are areas of grant-writing that are separate from advancement goals (NSF, CAI, DOL for example) -- needs to be considered in terms of expertise if these areas are to merge, needs clarity around the grant-writing process and if there is one (discrepancies between whether this exists or not)

CS Goal 2: All facilities are conducive to 21st century teaching and learning and are maintained in a high functioning, safe, clean, and environmentally sustainable manner, aligned with the Measure B schedule.

Objective CS2.1 Ensure efficient use of bond funds and complete all capital projects on both campuses on schedule and in alignment with other COM plans.

Champion Recommendations: 2 projects left for bond; for LRC there were lots of meetings for input; 1.3 action step – getting input on classrooms from faculty for LRC; Bolinas same; Miwok needed a little more planning long-term (costs of maintaining etc) to keep updating buildings (lots of automation etc) and IT/security. Focus should now be for new buildings on having clear long-term maintenance.

EPC Recommendations: Focus on student voice (embeds equity lens by including these voices) as well as faculty/staff voices in upcoming strategic plan to continue involvement in this goal for next strategic plan; consider balance of community use of facilities and educational use, connection to community ed.

Objective CS2.2 An up-to-date and viable Facilities Master Plan is maintained.

Champion recommendations: No, don't include it (doesn't time out in terms of development like it did for current plan)

EPC Recommendations: Supports Champion recommendation above.

Objective CS2.3 Adequately maintain all College properties and facilities with environmental sustainability in mind that supports the mission of the College.

Champion recommendations: Drop LEED from action steps; Board has sustainability subcommittee which may recommend updating facilities planning committee so

sustainability is part of its charge (facilities, safety, sustainability). Zero waste certification – we have less staff certified now due to retirements. Board subcommittee may consider recommending sustainability coordinator in future to increase focus. How to balance cost and sustainability needs to be considered too and open dialogue about what directions we choose to go in and what we don't based on cost and interest.

EPC Recommendations: Consider incorporating environmental justice into the work ahead for this objective, which would tie in equity lens (cost of pollution is usually felt most by communities of color).

CS Goal 3: Plan, design, facilitate and provide logistics for the creation of workforce housing for the purpose of recruiting and retaining district employees including staff, faculty, and administrators in a sustainable manner.

Objective CS3.1 Plan and design a facility to house District employees at the Indian Valley Campus.

Champion recommendations: Focus is in on Kentfield campus right now (2022) so include Kentfield in the objective. IVC on hold right now -- cost/rent calculation doesn't work – consider a joint project to help to advance equity goals and student potential; revenue supporting. Recommend it to be more PPP oriented (joint project) similar to apartment dev -- community based housing. Student housing – surveys don't show need and can't afford rent cost.

EPC Recommendations: Question – Have needs changed since pandemic? Do we want a 4th survey (it was only for faculty/staff last time)? EPC does not recommend additional survey if it is same voices as before. Expand language to include both campuses.

Objective CS3.2 Develop the board policies, administrative procedures, and associated collective bargaining related to employee housing.

Champion recommendations: Needs to wait for facilities first – depends on who is hired for construction.

EPC Recommendations: Carry forward into next plan

What areas/capacities will task force need for CS Goal 1, 2, 3

Prior Task Force members who worked on these 3 goals: Greg Nelson, (David Wain Coon), Isidro Farias

New task force: EPC recommends stronger connection between facilities development and programming/use of these building, including a cross-sectional group to develop next strategic plan. Center on equity and student voice.

Full College Systems Task Force from last time: Greg Nelson; Patrick Ekoue-totou, Isidro Farias, Jeff Marozick, Nicole Cruz

***Consider how to embed equity more specifically in this goal (might be in a separate objective)