Facility Management Team Minutes

Date: February 21, 2024
Zoom & Founders Room

Chair: Dwayne Fehrenbacher

Roll Call:

	Virginia Chamness	√	Lindsay Johnson	√	Cheryl Cummins
	Chris Clark	√	Don Koch	√	Alex Copley
√	Dwayne Fahrenbacher	√	Jonathan Van Meter		Kyle Smith
	Jennifer Herren	√	Alicia Farris		Kaylyn Meyers
	Eric Howard	√	Tim Cornwell		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