



**UNADOPTED MINUTES**  
**Facilities & Environmental, Health and Safety Committee**

**Thursday, December 1, 2016**  
**Location: Room 411**  
**Time: 12:50 p.m.**

<p><b><u>PRESENT MEMBERS:</u></b></p> <p>Everardo Martinez-Inzunza, Chair  Benjamin Barajas, ASG Rep.  Bill Gay  Oscar Hernandez  Cristal Mora  Carol Cortés-Ramirez  Rick Webster</p>	<p><b><u>NOT PRESENT:</u></b></p> <p>Nicholas Akinkuoye  Rick Goldsberry, <i>Excused</i>  Steve Holt  Rick Macken  Becky Green  Rhonda Ruiz</p> <p style="text-align: right;"><b><u>Recording Secretary:</u></b> Saria Cardoza</p>
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**VISITORS:** Christine Bermudez, ASG President  
Myriam Fletes, Talent Search Director

**I. CALL TO ORDER**

Dean Martinez-Inzunza called the regularly scheduled meeting of the Imperial Valley College Facilities & Environmental, Health and Safety Committee to order at 12:59 p.m.

**II. APPROVAL OF AGENDA**

Mr. Webster moved to approve the agenda as submitted. Motion seconded.  
Motion passed.

**III. APPROVAL OF MINUTES**

Ms. Mora moved to approve the minutes from October 27, 2016 meetings as submitted.  
Motion seconded. Motion passed.

**IV. PUBLIC COMMENT**

No comment.

**V. NEW BUSINESS – None**

**VI. UNFINISHED BUSINESS**

**A. Objectives to be Adopted**

**1. Recycling on Campus**

Recycling on campus is handled by our Maintenance Department. The department does not handle plastic bottles, cans, etc. as one of the agreements was with the ICOE in-

house group to keep the recycling proceeds. The group provides weight receipts to Maintenance for reporting purposes. The major issue with the recycle bins on campus is that students toss trash in the recycle bins and this particular group of students are the ones who sort the bins. Maintenance does not have the manpower or the funding to have a full force recycling program on campus.

Paper is recycled in a volunteer basis as we do not have a paper recycling program. Mr. Gay recommends for ASG to assist with publicizing the importance in recycling by posting a few flyers or posters on campus. Documents containing confidential information are shredded once a year. Mr. Webster shared what is recycled on campus:

- Cardboard
- Newspaper
- Scrap metal
- Old vehicles
- Wood waste
- Ash waste
- Trees
- Cooking grease
- Motor oil
- Transmission fluid
- Wood pallets
- Grass/green waste

Mr. Webster stated that IVC has a big recycle program on campus but staff is not made aware. This report will be sent to College Council.

## **B. Restroom Shelves – Rick Webster**

This item was tabled.

## **C. Review of Procedures Recommendations**

### **1. Naming Campus Facilities & Sites**

Dean Martinez-Inzunza emailed the committee members a draft of the criteria to name campus facilities on campus. This committee is only a recommending body to College Council. This committee has no authority to change policy or procedures. The criteria will be forwarded to College Council.

ASG President Bermudez stated she would like for current or recent students to have the most weight in the selection of naming buildings. She would like to see plaques with information on the honoree(s) so students are aware of who they are and why they were honored.

Mr. Gay suggests that the criteria with the naming of facilities be flexible and a checklist is developed to keep track of every step.

### **2. Surveillance Cameras**

The college will be purchasing brand new surveillance cameras for the 2700 building. Each camera is required to have a license which may run about \$2,000 per license.

**D. Active Shooter Discussion** – This item was tabled due to Mr. Macken not being present.

**E. Fire Drill** – This item was also tabled.

**F. Committee Evaluation Review**

There was consensus from the committee to approve the 2015-2016 committee evaluation. **Note:** *The Committee's Evaluation 2015-2016 was sent via email to the committee membership for feedback, requesting responses via email by Wednesday, November 16.*

**VII. ANNOUNCEMENTS** – None

**VIII. ADJOURNMENT:** The meeting was adjourned at 1:49 p.m.