
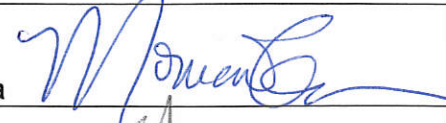
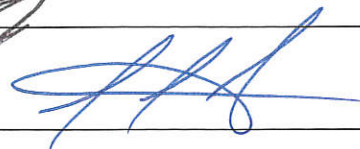
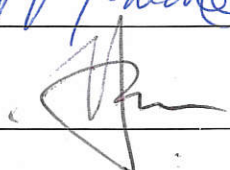
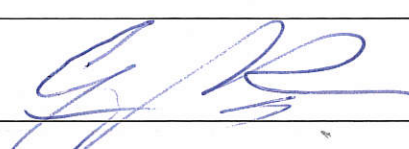
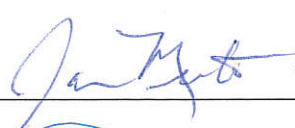
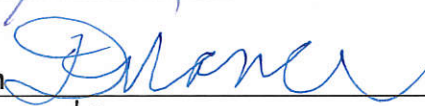
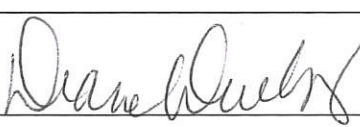
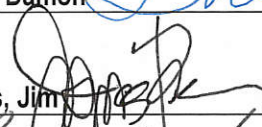




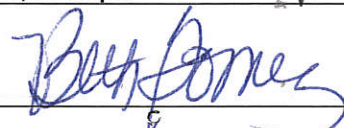

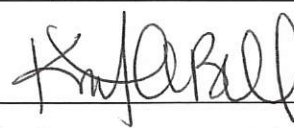

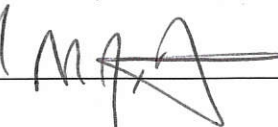



# Norco College

Business & Facilities Planning Council Meeting  
 Tuesday March 21, 2017 ST-107 8:30am-10:00am

## ATTENDEES

Aguilera, Ricardo 	Green, Monica 
Aldasoro, Andy 	Henry, Richard 
Bell, Katherine present	Lambros, Dan
Bell, Travonne	McGraw, Shirley
Bueno, Eloy 	Muto, Jan 
Deasis, Mark	Nance, Damon 
Dieckmeyer, Diane 	Reeves, Jim 
Etchinson, Ashley 	ASNC Student Representative: Schenkel, Crystal 
Franklin Pierce, Monique 	Thomas, Jim 
Gomez, Beth 	Tran, Phu 
Uesugi, Koji	Kimberly Bell  Guest (Please print name)
Molina, Ana  Guest (Please print name)	Mark  Guest (Please print name)
Patty Sanchez  Guest (Please print name)	Guest (Please print name)
Guest (Please print name)	Guest (Please print name)

**2016/2017  
BFPC Committee**

Aguilera, Ricardo	Staff
Aldasoro, Andy	Staff
Bell, Kimberly	Faculty
Bell, Travonne	Staff
Bueno, Eloy	Staff
DeAsis, Mark	Administrator
Dieckmeyer, Diane	Administrator
Etchinson, Ashley	Administrator
Franklin Pierce, Monique	Staff
Gomez, Beth	Administrator
Green, Monica	Administrator
Henry, Richard	Administrator
Lambros, Dan	Staff
McGraw, Shirley	Administrator
Muto, Jan	Faculty
Nance, Damon	Administrator
Reeves, Jim	Interim Administrator
Schenkel, Crystal	Student
Thomas, Jim	Faculty
Tran, Phu	Faculty
Uesugi, Koji	Administrator

**CURRENT/ \*PROPOSAL**

Administrators – 10/10

Faculty – 4/5

Staff – 6/5

Student – 1/1

**\*PROPOSAL:**

Administrator make-up: 3 Business Services, 3 VP's, 2 Student Services, 2 Academic Affairs

Faculty: Add 2 additional for a total of 5

**Nov 8, 2016BFPC Approved**

**Nov 16, 2016 ISPC Approved**

## NORCO COLLEGE SERVICES

**ALLY**—Supporting the lesbian, gay, bisexual and transgender campus community

Jan Muto, Ph.D., Coordinator  
Wilfred J. Airey Library, 1st Floor, G114C  
Email: [jan.muto@norcocollege.edu](mailto:jan.muto@norcocollege.edu)  
[www.norcocollege.edu/LGBT Allies](http://www.norcocollege.edu/LGBT Allies)

### **CAWORKS**

Center for Student Success, 2nd Floor  
(951) 372-7052

### **Disability Resources Center (DRC)**

Center for Student Success, 1st Floor  
(951) 372-7070

### **Extended Opportunity Programs & Services/ Cooperative Agencies Resources for Education (EOPS/CARE)**

Center for Student Success, 2nd Floor  
(951) 372-7128

### **Norco College Library Services**

Wilfred J. Airey Library  
(951) 372-7019

### **Student Financial Services**

Student Services Building, 1st Floor  
(951) 372-7009

### **Student Health Services**

Wilfred J. Airey Library, 1st Floor  
(951) 372-7046

### **Student Support Services**

Student Services Building, 2nd Floor  
(951) 372-7144

### **Student Support Services (RISE)**

Student Services Building, 2nd Floor  
(951) 372-7144

### **Veterans Services**

Student Services Building, 1st Floor  
(951) 372-7142

*Alternate formats for this material are available to individuals requiring disability accommodation. Please contact:*

**Norco College Disability Resource Center: (951) 372-7070**

**and/or**  
**Diversity, Equity, and Compliance: (951) 222-8039**

## NORCO LEGACY STATEMENT OF PURPOSE

Norco Legacy is a mindful group of colleagues who proudly represents the diverse Norco College community. We listen and respond to the concerns and needs of our community. We advocate and facilitate respectful interactions with an appreciation for diversity. We build a culture of practices to promote inclusiveness, dialog, and harmony.

# NORCO COLLEGE

LEGACY COMMITTEE  
2001 Third Street  
Norco, CA 92860



For more information regarding this pamphlet  
contact: (951) 222-8039

The Riverside Community College District complies with all federal and state rules and regulations and does not discriminate against any person on the basis of race, religion, gender, disability, medical condition, marital status, age or sexual orientation. This holds true for all students who are interested in participating in educational programs, including career and technical education programs, and/or extracurricular school activities. Limited English speaking skills will not be a barrier to admission or participation in any program. Harassment of any employee/student with regard to race, religion, gender, disability, medical condition, marital status, age or sexual orientation is strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to the Districts EEO Officer/Title IX Officer/Section 504/ADA Coordinator, Georgina Villaseñor, 3845 Market St., Riverside, CA 92506, (951) 222-8039.

Available in alternative formats.

318450, 4/16

# NORCO COLLEGE COMMUNITY RESOURCES



~BROUGHT TO YOU BY NORCO LEGACY~  
Your faculty/staff diversity committee

**PUBLIC SERVICES:**

**Corona/Norco Settlement House**  
507 South Vicentia Street  
Corona, CA 92882  
(951) 737-3504  
🚗 Emergency Assistance

**St. Mel's Food Pantry**  
4140 Corona Avenue  
Norco, CA 92860  
(951) 737-7144  
Website: [www.stmelnsnorco.org](http://www.stmelnsnorco.org)

🚗 Emergency Assistance

**Second Harvest Food Bank**  
2950 Jefferson Street Ste. B  
Riverside, CA 92504-8320  
(951) 359-4757  
Website: [www.feedingamerica.org/programs](http://www.feedingamerica.org/programs)

🚗 Food Bank  
🚗 Senior Brown Bag Program

**Society of St. Vincent De Paul**  
601 West 6th Street  
Corona, CA 92882  
(951) 715-4858  
🚗 Emergency Assistance

**The River Church**  
1111 6th Street  
Norco, CA 92860  
(951) 737-1518  
🚗 Food Pantry first Tuesday of the month from  
4 - 6 pm.

[www.c4yourself.com](http://www.c4yourself.com)  
\*Apply for Medi-Cal  
\*Apply for Food Stamps  
\*Apply for Cash Assistance

[www.needhelpayingbills.com/html/riverside-assistance-programs.html](http://www.needhelpayingbills.com/html/riverside-assistance-programs.html)


\*Utility bill assistance  
\*Locations of food pantries  
\*Mortgage and rent assistance  
\*Information for help locally

**HEALTH SERVICES:**

**Riverside County  
Department of Public Health**  
Corona Family Care Center  
4605 County Circle Drive  
Riverside, CA 92503  
(951) 358-5000 • <http://rivcoph.org>

**Riverside County  
Department of Mental Health**  
1195 Magnolia Avenue  
Corona, CA 92879  
(800) 706-7500 • Helpline: (951) 686-HELLP (4357)  
email: [MHWEB@rcmhd.org](mailto:MHWEB@rcmhd.org)

\*If you don't find the resource you need:



Dial 2-1-1  
(or 1-800-464-1123)  
For easy-to-use source  
of caring, professional  
guidance, and advocacy  
24 hours a day, 7 days  
a week.

Website: [www.211riversidecounty.org](http://www.211riversidecounty.org)

**LEGAL SERVICES:**

**Inland Counties Legal Services**  
1040 Iowa Avenue  
Riverside, CA 92507  
(951) 368-2555 • [www.inlandlegal.org](http://www.inlandlegal.org)

**Inland Empire Latino Lawyers**  
Executive Director: Monica Mars  
2060 University Avenue, Suite 113  
Riverside, CA 92507  
(951) 369-3009 • [www.iella.org](http://www.iella.org)

**Legal Aid Society of San Bernardino**  
588 West 6th Street  
San Bernardino, CA 92410  
(909) 889-7328 • Website: [www.legalaidofsb.org/](http://www.legalaidofsb.org/)

**OTHER SERVICES:**

**Corona Life Services Pregnancy Center**  
623 N. Main Street, #D6  
Corona, CA 92880  
(951) 272-3670 • [www.clspregnancy.com](http://www.clspregnancy.com)

**Corona Public Library**  
650 South Main Street  
Corona, CA 92882  
(951) 736-2381  
Website: [www.coronapubliclibrary.org/](http://www.coronapubliclibrary.org/)

**Department of Social Services**  
517 W. Parkridge Ave.  
Norco, CA 92860  
(951) 272-5400  
(951) 272-5445

**Eastvale Public Library**  
7447 Scholar Way  
Corona, CA 92880  
(951) 273-1520  
Website: [www.rivlib.info/eastvale-library/](http://www.rivlib.info/eastvale-library/)

**Norco Public Library**  
3954 Old Hamner Road  
Norco, CA 92860  
(951) 735-5329

**Planned Parenthood**  
**Riverside Family Planning Center**  
Operated by:  
Planned Parenthood of the Pacific Southwest, Inc.  
3772 Tibbets  
Riverside, CA 92506  
(888) 743-7526  
Website: [www.plannedparenthood.org](http://www.plannedparenthood.org)

**WE ARE HERE TO HELP!**

**Norco College**  
**Business and Facilities Planning Council**  
Tuesday, March 21, 2017  
8:30 a.m. – 10:00 a.m.  
ST107

**AGENDA**

- |      |   |                         |
|------|---|-------------------------|
| I.   | Call to order   | Phu Tran                |
| II.  | Approval of minutes   |                         |
|      | a. February 14 meeting minutes  |                         |
| III. | Action Item   |                         |
|      | a. Spring Meeting Schedule Doodle Poll  |                         |
| IV.  | Information Items   |                         |
|      | a. New Business   |                         |
|      | i. Food Pantry  | Mark Hartley            |
|      | ii. Little Theater  | Jim Reeves              |
|      | iii. District Functional Map  | Dr. Dieckmeyer          |
|      | iv. Safety Taskforce  | Jim McMahon             |
|      | v. EAB Secret Shopper   | Dr. Green               |
|      | b. Standing Items   |                         |
|      | i. Artwork on Campus Subcommittee Update  | Quinton Bemiller        |
|      | ii. Facilities Master Plan Update   | Beth Gomez              |
|      | iii. Norco College Marquee Sign Placement Update  | Beth Gomez              |
|      | iv. DBAC Update   | Beth Gomez              |
|      | v. Concur Travel Implementation   | Monique Franklin Pierce |
|      | vi. Budget Update   | Beth Gomez              |
|      | vii. Space Modification Update  | Ana Molina              |
|      | c. Remaining 2016/17 Meeting dates:   |                         |
|      | Tuesday, March 21   |                         |
|      | Tuesday, April 4 <i>(Note: This meeting moved up 1 week due to Spring Break)</i>                                      |                         |
|      | Tuesday, <del>May 9</del> May 16 <i>(Note: This meeting moved back 1 week due to the Budget Development calendar)</i> |                         |
| V.   | Good of the Order   |                         |
| VI.  | Adjournment   |                         |

**BFPC Statement of Purpose**

*(Approved by BFPC on May 14, 2013)*

The Business & Facilities Planning Council (BFPC) is comprised of faculty, staff, students and administrators. As a part of the college strategic planning process, the BFPC prioritizes requests for budget allocations and augmentations, staffing, equipment and facilities for instructional and administrative needs as requested through the program review process. The BFPC recommendations go to the ISPC for approval before being forwarded to the President of the college.

NORCO COMMUNITY COLLEGE  
 UPDATE for VICE PRESIDENT GOMEZ  
 3/9/2017

PROJECT STATUS		FUNDING SOURCE	NOTES/ NEXT STEPS	PRIMARY RESPONSIBILITY
<b>PROJ. DESCR.</b>				
1	Theatre - Moisture mitigation	Maint. Funds/ Risk Management	H2 Completed assessment/ Brickley retained to complete work 2/22-2/25. H2 provided secondary scope. Berkeley proposal sent to District for review/ approval.	JR
2	Lighting Renovation in ATEC Room	Maint. Funds	Set Meeting w/ Keith Steiger/ Ana/ Jim M.	JB
3	ATEC Building Roofing Replacement	Dist. Funds.	Meeting 3/6 w/ Vendor	JR
4	Phase II Security System	Maint. Funds	See proposal	DL/ JR
5	Pothole Repair/ Third St.	Maint. Funds	Contractor identified/ PO issued/ Work to be completed 3/10 - 3/25.	JM
6	Shower Room Remodel/ Install	Grant Funding	See meeting summary - Need to contact DFS for direction	JR/ JM
7	STEM 300 Proposed Improvements	TBD	Initial assessment by Victor, JR and JM is that division is possible. Contact accordian door mfr. Engineering and quote.	
8	STEM 200 Classroom Improvements	Grant/ \$ 10,000	Set meeting w/ Pauley in Science Department. Oh hold pending further review by Pauley.	JR
9	Science Lab Hood Installation	Dist. Funding		JR
10	Library Roof	Dist. Funding		JR
11	Chillers	TBD	Director Requested Update of Implementation of Phase II	JR
12	Library Lighting Phase II	Dist. Funding	Awaiting Contractor Walk	TBD
13	Elec. Access System			DL/ JR
<b>STAFFING/ PERSONNEL</b>				
<b>NAME/DESCRIPTION</b>			<b>Observations/ Next Steps</b>	<b>PRIMARY RESPONSIBILITY</b>
1	Open Custodial Pos.		Timeline	
2	Grounds staffing		Possible medical leave	JM/JR
3	"Other Duties as Assigned"			JM/JR
4				
5				
<b>Prop 39 (2016-2017)</b>				
<b>PROJECT DESCRIPTION</b>		<b>FUNDING SOURCE</b>		<b>PRIMARY RESPONSIBILITY</b>
1				
2				
<b>Prop 39 (2017-2018)</b>				
		<b>FUNDING SOURCE</b>		<b>PRIMARY RESPONSIBILITY</b>
<b>Other</b>				
<b>NAME/ DESCRIPTION</b>		<b>ACTION REQUIRED/ COMPLETED</b>		<b>PRIMARY RESPONSIBILITY</b>
1	Facilities Condition Assessment	Survey of Buildings	Staff assigned. Completed.	BG/JR/ Staff
2	Asset Disposition	Guidelines for disposing of College assets/ salvage etc.	No additional actions necessary at this time	JR
3	Advised Andy of Little Theatre Condition. Offered documentation. Has not heard of any concerns. Did not request documentation.			JR
4	Will be making request for activity reports from pm custodial and weekend grounds			JR
5	Jim R. and Jim M. out week of March 27 -		Will work with staff to send work orders	JR/ JM



# The Trough

## Norco College Food Pantry

Delivering Emergency Nourishment for Norco Students

***No perishable food, No glass containers, No expired food***

- 1.Meals in a Can (chili, beans, soups)
- 2.Canned Meat (tuna, chicken, corned beef)
- 3.Canned or Dried Fruit
- 4.Instant Oatmeal
- 5.Peanut Butter
- 6.Meals in a Box (mac & cheese, rice a roni)
- 7.Snacks (nuts, granola bars, cheese crackers, popcorn, etc)
- 8.Canned Vegetables (peas, corn, carrots & peas)

# BFPC Meeting Times

by Monique Franklin Pierce (You) • 11 days ago

☰ Please provide feedback regarding BFPC availability for 2017/18 meeting times

Table

Calendar

	Mar 20 MON 8:30 AM	Mar 20 MON 9:00 AM	Mar 20 MON 12:50 PM
⊖ Andy aldasoro	✗	✗	✓
⊖ Phu Tran	✗	✗	✗
⊖ Koji Uesugi	✗	✗	✗
⊖ Jan Muto	✗	✓	✓
⊖ Lisette Rose	✗	✓	✗
⊖ Ashley Etchison	✗	✓	✗
⊖ Monique Frankli... (You)	✗	✓	✗
⊖ Eloy Bueno	✗	✓	✓
⊖ Quinton Bemiller	✓	⊖	⊖
⊖ Richard Henry	✗	✓	✗
👤 Crystal Schenkel	✗	✗	✗
11 participants	1	7	4



}

