**Harper College**

***Facilities Committee***

**Meeting Minutes**

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| **Meeting Name** | APRIL MEETING |
| **Meeting Date** | April 11th , 2014 |
| **Meeting Time** |  |
| **Meeting Location** | “e-Meeting” through email |

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| **Meeting Minutes** |

1. Approval of Minutes  -Please review the minutes and email the group if there are changes that need to be made.
2. Old Business
3. New Business
* Reports
	1. Rentals/Retail Services                                                                                                  -Rich Seiler

-See attached

* 1. ADA                                                                                                                                       -Scott Friedman

-Rich and Scott are still exploring the accessibility of vending.  This includes looking at other locations that sell food (such as the bookstore and cafeteria locations).  The discussion continues as we look to possibly implement a couple accessible vending locations as well as some general guidelines on assisting individuals with disabilities for the folks who work in those areas.

* 1. Facilities/Construction                                                                                                   -Tom Crylen/Darryl Knight
	2. Sustainability                                                                                                                     -Elissa D’Amico/Maggie Geppert

- Hiring a new part time Sustainability Coordinator. Pending HR formalities, the person should start in mid- late June.

- Wrapping up gathering campus data for the Greenhouse Gas Report. Examples of data collected include- student population, electricity, water and natural gas usage, transportation miles for staff and students to get to Harper, and fertilizer types and pounds used.

-See attached for Sustainability Working Group Report

* 1. Lab Safety, Physical Plant Safety & General EH&S                                              -Sara Gibson

-See attached

* Additional New Business
1. Comment Period – Time for non-members to provide input and comment
2. Future Meeting Dates, Times and Locations

- May 9th               --X250ab -- 1:30p-3pm