Updates to Safety Program

“The Safety of the People Shall be the Highest Law”

While in Rome in 2014, I happened upon a quote on the wall of a monument from the great Roman orator and lawyer, Marcus Tullius Cicero (43 BC) that read, “The safety of the people shall be the highest law”. This quote came back to my remembrance as Owen Letcher (Director of Facilities), Tom Morales (Chief of Campus Police), and myself worked to figure out the best way to ensure campus safety for our students, staff, and community in the immediate future and for years to come. This has been a very important undertaking that both President Keith Aytch and Chancellor Debbie Budd along with the Safety & Facilities Committee and the College Council have championed.

The campus has graciously received a $319 million bond from our community to construct, renovate, and improve our campus over the next several years. As such, all those involved in championing campus safety wanted to make sure it was a part of our overall campus plan. Therefore, we have come up with a plan to address immediate concerns regarding the campus’ ability to protect itself in case of an active shooter or other immediate dangers.

Immediate Plan

We have reviewed our safety program in order to update all door locks for conference rooms, classrooms, labs, and other shared spaces on the campus. In rooms occupied by (5) or more people, there will be a universal key (red key) that can be used to immediately lock all occupants behind a door from within if ever an active shooter or other immediate dangers are present. However, the outside lock that currently exists on the door will remain in place so that all emergency personnel (Campus Police, Facilities, and Maintenance) along with Faculty/Staff who have a key to the room can enter the room if an emergency arises.

In case of an emergency, this process will allow anyone in a conference room, classroom, lab, or other shared spaces on campus to obtain the “red key” from a universal place in the room, lock the door without opening it from the inside, and await Campus Police. However, you will always be able to exit the room.

Please know this will be a large undertaking so we are asking for everyone’s patience. An overall assessment of every door on campus will have to be done due to various types of doors and locks in each of the campus buildings. The purpose is to get all inside door locks on the same locking mechanism to make this universal “red key” possible. This assessment will occur between April 1st and May 15th by Lock Engineering Experts. Please allow the engineers access when they identify themselves and attempt to make the assessment of the door lock. There will also be a re-training for staff and faculty of the automatic locks (which require a double swipe of the key fob) so that they know how to lock the doors when a manual key is not present. We are working diligently to get this program assessed, updated, and installed before the beginning of Fall semester 2018.

Long-term Plan

We are developing a safety automatic key standard for all new buildings that will align with the MS3 and Auto Tech Buildings. As such, all new buildings will utilize the same automatic and digital key system that will allow for a lockdown of all buildings and individual rooms when needed. Because all buildings on campus are either scheduled to be renovated or constructed under our new bond, this new key standard will gradually be implemented for all buildings across campus in years to come.

Finally, please know that the “red key” plan and the update to our building key standards will not be the only updates to our campus safety program; but instead, these plans are active steps to improve our current campus safety. As previously stated, please know that the safety of our EVC community is of vital importance to the leadership of this college and the District and we are actively working to make sure our campus remains secure and safe for all.

Thank you,
Andrea Alexander
Financial Updates

3rd Quarter

As the 3rd quarter budget comes to an end on March 31, 2018 - Business Services will be reviewing all grants and categorical programs to ensure that the first funds spent in each grant and categorical are those within location 25. Business Services will take the lead on making all necessary adjustments to these accounts; however, we will be in communication with all departments affected by these adjustments in an effort to be totally transparent.

Tentative Budget

Business Services will begin developing the tentative budget for next fiscal year in late April which includes meeting with individual departments to develop “their” budget for next fiscal year. All adjustments to budget line items for next fiscal year should be communicated at these meetings.

Budget Management

Business Services is in the process of creating a “Dashboard Report” that will be given to the Budget Managers during all quarterly meetings so that the status of each of their grants and categorical programs is widely known. The overall purpose of this dashboard is to provide the Budget Managers with robust financial information that can easily be understood from a novice perspective. Furthermore, the purpose is to ensure the burn rate of each grant and categorical is consistently meeting its target based on its budget plan.

Purchasing Deadlines

As the fiscal year end approaches please keep in mind the following purchasing deadlines:
- May 18, 2018: Last day to submit requisitions and purchasing documents to Business Services
- June 29, 2018: All purchased items must be received & all services must be completed
Campus Construction Updates

- **Montgomery Hall Renovation**
  Phases one and two of the Montgomery Hall renovation will take place in summer 2018. This renovation will include updated flooring, fixtures, technology, and seating.

- **Acacia Phase II**
  Phase two of the Acacia project will include upgrades to 5 classrooms in the Acacia building. This portion of the project will take place between February – June 2018.

- **Student Cafeteria Remodel**
  The Student Cafeteria remodel will begin June 2018 and completion is scheduled for August 2018.

- **Fieldhouse Restroom Renovation**
  The restrooms near the upper tennis courts will be renovated beginning May 2018.

Staffing Updates

- **Saloshni Chand**: Interim Business Services Supervisor
  The Business Services office would like to welcome the new Interim Business Services Supervisor, Saloshni Chand. Saloshni brings a wealth of knowledge and experience to this position, and we are excited to welcome her to the department.

- **Raymond Wu**: Interim Systems Administrator
  The CTSS department would like to recognize Raymond Wu as the new Interim Systems Administrator.

- **Daniel Ezquerro**: Interim Network Technician
  The CTSS department would also like to welcome Daniel Ezquerro to his new role as Interim Network Technician.

Fleet Management Update

Administrative Services now has four vans available for use by faculty and staff. Please contact Tom Quade at Thomas.Quade@evc.edu for more information or visit our website at www.evc.edu/discover-evc/administrative-services for vehicle request forms.

Facilitron Training

Several training sessions have been held for EVC’s new events scheduling software, known as Facilitron. Please know that training is required for EVC facility request submitters. Once trained, users are able to view EVC’s Events Calendar for an interactive and up-to-date look at available event spaces on campus. For information on upcoming training sessions please contact Yesenia Ramirez at Yesenia.Ramirez@evc.edu.