



SAC Facilities and Safety Committee Meeting  
 Oct. 17, 2023  
 1:30pm – 3:00pm  
 Zoom Meeting

*THE FACILITIES and SAFETY COMMITTEE is the participatory governance committee responsible for identifying scheduled and other maintenance projects to ensure an aesthetic and safe environment for faculty, staff, students, and community. It serves as an information and exchange body on facilities projects that are in construction or that are being planned.*

*Santa Ana College Participatory Governance Structure Handbook (March 2022)*

### Agenda

1. Welcome and Introductions	
2. Public Comments	
3. Approval of Minutes <a href="#">September 19, 2023</a>	ACTION
4. Action Items	
5. Facility Planning, Construction and District Support Services Reports <ul style="list-style-type: none"> <li>Project Update Report – Carri Matsumoto</li> </ul>	INFORMATION
6. Standing Reports (5 mins) <ul style="list-style-type: none"> <li>Student Report</li> <li>Facilities Report – Shannon Kaveney</li> <li>Safety &amp; Security – Dave Waters</li> <li>Risk Management – Don Maus</li> </ul>	INFORMATION
7. Accreditation – Monica Zarske (5 mins)	INFORMATION
8. Old Business <ul style="list-style-type: none"> <li>ARs Related to Safety (AR3500, AR3515, AR3516, AR3505)</li> <li><a href="#">Review Committee Goals/Goal Setting Template</a></li> <li>Membership for Current Academic Year</li> <li>Participatory Governance Handbook Review - <a href="https://www.sac.edu/committees/Documents/SAC_PG_Handbook_January2023.pdf">https://www.sac.edu/committees/Documents/SAC_PG_Handbook_January2023.pdf</a></li> </ul>	ACTION
9. New Business <ul style="list-style-type: none"> <li></li> </ul>	DISCUSSION
10. Future Agenda Items <ul style="list-style-type: none"> <li>Key Access Issues</li> <li>Total Cost of Ownership of Facilities</li> <li>Scheduled/Deferred Maintenance for Centennial Education Center – DO Facilities Planning Presentation</li> <li>Campus Maintenance Subcommittee</li> </ul>	INFORMATION
Next Meeting: November 21, 2023	INFORMATION

**Facilities & Safety Committee  
AY 23-24**

**Membership**

- VP, Admin Services Co-Chair or voting alternate - Bart Hoffman
- Faculty Co-Chair - Jason Huskey
- VP, Academic Affairs or voting alternate – Courtney Doussett
- VP, Student Services or voting alternate – Vaniethia Hubbard
- VP, Continuing Education or voting alternate – Jennifer Hoeger
- Assoc. Dean, DSPS – Krystle Taylor
- Director, Physical Plant & Facilities – Shannon Kaveney
- Director, Auxiliary Services – Jennie Adams
- **2 Additional Administrators** – Bill Reardon
- **6 Academic Senate Reps** (3 appointed in even years and 3 in odd years) –  
Monica Zarske  
Nicole Patch  
Amberly Chamberlain  
Darren Hostetter  
Alejandro Moreno  
Crystal Jenkins
- **Up to 2 Faculty Representatives from the Campus Maintenance Subcommittee** – to be removed
- **Up to 4 Classified Reps** – sent email to CSEA President
- District Safety & Security Rep – Lt. Waters
- Risk Management Rep – Don Maus
- **Health and Wellness Rep** – Per Dr. Hubbard, none at this time
- CSEA Representative – Mark Ou
- Student Representative: Manny Rodriguez

**Facilities & Safety Committee  
Meeting Schedule**

AY 23-24  
(1:30pm – 3:00pm)

**Sept. 19, 2023**

- Review Committee Goals
- Membership for Current Academic Year
- Capital Improvements Report

**Oct. 17, 2023**

**Nov. 21, 2023**

**Dec. 19, 2023** – recommend to cancel

**Feb. 20, 2024**

**Mar. 19, 2024**

**Apr. 16, 2024**

- Total Cost of Ownership

**May 21, 2024**

- Approval of Meeting Schedule
- Safety and Security Training Calendar