



SAC FACILITIES MEETING
 MINUTES – SEPT. 21, 2021
 1:30P.M. – 3:00P.M.
 Zoom Meeting

Santa Ana College Mission Statement: Santa Ana College inspires, transforms, and empowers a diverse community of learners.

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	Marty Rudd, Co-Chair	Nicole Patch	Sarah Salas	Mike Turrentine
Jim Kennedy	Veronica Oforlea	Tommy Strong	Jim Isbell		
Vaniethia Hubbard	Robert Ward	Monica Zarske	Darren Hostetter	District Liaison	
Jeffrey Lamb	Jennie Adams	John Zarske	Suanne Oh	Carri Matsumoto	Darryl Taylor
			Bold = present		
Guests				Campus Safety & Security	
Marilyn Flores	Joe Melendez	Sunia Malhota, Steinberg Hart		Sgt. Frank Prado	
Dawn McKenna	Ellen Alanis	Tyler Edwards		ASG Representative	
Doug Manning	Steve Renew, FPPS	Chi Kwan Fong			
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order at 1:36pm Adjourned at 3:13pm.	
2. PUBLIC COMMENTS					
	None				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Approval of May 18, 2021			Motion moved to approve the May 18, 2021 minutes by Monica Zarske, 2 nd by Tommy Strong.	
4. FACILITIES COMMITTEE ITEMS					
	DISCUSSION/COMMENTS				
	Facilities Committee Goals The Committee Goals were shared with the Committee.			Committee to submit any edits, recommendations or suggestions to	

	<p>Facilities Committee Membership The Facilities Committee Membership roster was shared with the Committee.</p> <p>Combining Safety and Security Subcommittee with Facilities Committee Dr. Hoffman reported that Santiago Community College (SCC) combined their Safety and Security Subcommittee with their Facilities Committee. He asked if this Committee had any objections.</p>	<p>Maria Cardona no later than October 5, 2021.</p> <p>Jim Isbell to confirm the terms of each assigned committee member.</p> <p>The Committee had no objections to combine the Safety and Security Subcommittee with the Facilities Committee.</p>
5. PROJECT UPDATES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Capital Improvement Report Carri Matsumoto reported that the Science Center project is completed. Only minor items are being worked on. Moving into the building will take place during the Fall semester and should be all moved in by the Spring semester for students. Tyler Edwards reported on the Health Science project. He reported that the concrete has been poured. Underground utilities are currently being installed and completed in October. After the utilities and additional pouring of concrete have been completed, the structural steel will be installed around December. Carri Matsumoto shared the SAC's Project Update Report. She added that page 18 of the Project Update Report lists the timeline of activities of the Facility Master Plan Updates.</p>	
6. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Student Report None</p> <p>Facilities Report Robert Ward reported that the following projects have been completed:</p> <ul style="list-style-type: none"> • Exterior landscape recovery • Continued field services • CEC landscape and irrigation recovery • Custodial coverage • Painting of buildings S, A and selected D building spaces <p>He listed Fall upcoming projects below:</p> <ul style="list-style-type: none"> • Practice Football field repair • Central Mall rejuvenation/re-plant • Custodial Training <ul style="list-style-type: none"> ○ Child care areas 	<p>Dr. Hubbard will assist in getting a student representative assigned to this committee.</p>

	<ul style="list-style-type: none"> o Food service and Prep areas <p>He also added that they are working on all incoming work orders on a daily basis.</p>	
7. ACCREDITATION		ACTIONS/ FOLLOW UPS
	None	
8. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Facilities Master Plan (FMP)</p> <p>Carri Matsumoto thanked the committee for producing FMRs, RARs and other documents that helped develop data for the FMP. Projects and/or issues were identified and placed in a table format.</p> <p>Suniya Malhota shared a couple of reports. The first report topics were:</p> <ul style="list-style-type: none"> o Project Status & Look Ahead o Review Proposed Project List (from May 2021 plus additional Stakeholder Feedback) o Review Draft Evaluation Criteria for Project Prioritization o FMP Goals Discussion using Previous FMP Goals as reference <p>The data that was gathered was reviewed by additional stakeholders. At the last Facilities Committee meeting in September, the Facilities Committee/Work Group reviewed and finalized the draft list of projects. The list then went to both College Council, President's Cabinet and ASG. The proposed evaluation criteria will then be reviewed by the Facilities Committee/Work Group and College Council. The evaluation criteria will then be finalized for all major projects by September 30, 2021. The next steps are to prioritize the projects and have the prioritized list reviewed and approved by November 22, 2021. The last page of this report lists FMP goals.</p> <p>The second report reflected a table listing the Major Projects. The table identified the source of the project, department/program, description, location and notes/emails pertaining to the project. The committee went through most of the projects listed and addressed the needs.</p>	<p>The next committee meeting will include an open forum for the college as well as a Work Group discussion session.</p>
9. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	None	

10. FUTURE AGENDA ITEMS	DISCUSSION/COMMENTS	
	<ul style="list-style-type: none"> Block Schedule Presentation – Facilities Implication 	
11. OTHER	DISCUSSION/COMMENTS	
	Next Meeting: October 19, 2021	

SUBMITTED BY Maria Cardona