



SAC Facilities and Safety Committee Meeting
 February 20, 2024
 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 November 21, 2023	ACTION
4. Action Items	
5. Facility Planning, Construction and District Support Services Reports <ul style="list-style-type: none"> • Project Update Report – Carri Matsumoto 	INFORMATION
6. Standing Reports (5 mins) <ul style="list-style-type: none"> • Student Report • Facilities Report – Shannon Kaveney • Safety & Security – Sgt. Voght <ul style="list-style-type: none"> ○ Lockdown Drill and EOC Training ○ AR 3900 – Speech, Time, Place and Manner • Risk Management – Don Maus 	INFORMATION
7. Accreditation – Monica Zarske (5 mins)	INFORMATION
8. Old Business <ul style="list-style-type: none"> • Goal Setting Template Update – Dr. Hoffman 	ACTION
9. New Business <ul style="list-style-type: none"> • First Read of ARs 7331 and 7349 • Emergency Operations Plan – Dr. Hoffman • Campus Wide Notifications – Sgt. Voght • Safety and Security Townhall – Sgt. Voght 	INFORMATIONAL INFORMATIONAL DISCUSSION DISCUSSION
10. Future Agenda Items <ul style="list-style-type: none"> • Key Access Issues • Disaster Service Worker – State Law • Review Accreditation Standards • Total Cost of Ownership of Facilities • Campus Maintenance Subcommittee 	INFORMATION
Next Meeting: February 20, 2024	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