



SAC FACILITIES MEETING
MINUTES – FEB 21, 2017
1:30P.M. – 3:00P.M.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Administrators		Academic Senate		CSEA	
Michael Collins, Co-chair	Christine Leon	Genice Gilreath(a)	Tommy Strong(a)	Sarah Salas(a)	Mike Turrentine(a)
Bart Hoffman(a)	Dan Mahany	Ben Hager	Valinda Tivenan(a)		
Nilo Lipiz	Veronica Oforlea	Brian Kehlenbach, Co-chair		District Liaison	
Eve Kikawa	Mark Wheeler	Noemi English		Carri Matsumoto	Darryl Taylor(a)
Rhonda Langston		Susan Sherod			
Guests				Campus Safety & Security	
*Ray Stowell for Scott Baker	Elliott Jones	James "Marty" Rudd		*Scott Baker	
Harold Pierre	Roy Shahbazian	Aggie Kellet		ASG Representative	
Ron Jones	Michelle Parolise	Heller Sanchez		Mario Cruz	
1. WELCOME AND INTRODUCTIONS					
		Self-Introductions were made.		Meeting called to order – 1:32p.m.	
2. PUBLIC COMMENTS					
		Dr. Kehlenbach shared his appreciation and gratitude to Carri Matsumoto, Dr. Collins, Mark Wheeler as well as all the individuals and teams involved with the recent move of the N building to the Johnson Center. He further noted the outstanding execution of the project helped to put the department at ease. Dr. Collins concurred with Dr. Kehlenbach sentiments.			
3. MINUTES					
		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		The following meeting minutes were presented for approval: September 20, 2016 October 18, 2016		Motion was moved by S. Sherod to approve the meeting minutes from September 20, 2016 and October 18, 2016. 2 nd – N. Lipiz The motion carried unanimously.	
4. PROJECT UPDATES					
		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS	
		Carrie Matsumoto provided Measure Q bond project updates, Scheduled Maintenance updates and Prop 39 Year Four projects. The major projects were highlighted. <ul style="list-style-type: none"> This past weekend there was a planned campus outage to allow for energizing of the electrical panel in the new Electrical building There will be more scheduled outages planned throughout the project Night shift work has begun related to in some of the seven buildings. Work consists of changing out the thermostats, checking the VAB boxes to monitor the airflow as well as some mechanical upgrades to equipment. 		FOLLOW UPS The Phasing will be brought back to the March meeting for the committee's review.	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • The work in Phillips Hall will begin in summer and go into fall. Members were advised that the project will have a longer timeline as it consists of structural work. • The overall project is about 50% through, utility work 70% complete most of underground infrastructure in place. • Currently in the major phase of project by G and F. • The project has been delayed by the rains. • McCarthy is currently reassessing the schedule due to unforeseen conditions. • Working on reviewing summer access to buildings E, W and G, as well as coordinating paths of travel and minimize disruption. • District team worked on adding more access where possible and alleviate the congestion, and improve path of travel over the winter break. <p>An overview of the Central Plant building and Electrical building was provided:</p> <ul style="list-style-type: none"> • Vertical component completed. • The roof structure is in place. The roof will begin in a week or so depending on the weather. • Interior work is in progress, installing the rough mechanical, electrical, plumbing and major equipment. • Chillers have not been received however, the structural component has been installed. • Cooling towers have been installed. <p>Electrical building</p> <ul style="list-style-type: none"> • Roof has been completed, will come back and do some flash work. • Stucco completed. • Major electrical component installed. A critical phase of this area will be cutting over from the existing electrical to the new electrical. This work will require a planned shutdown. <p><u>Emergency Relocation of the Music Building</u></p> <p>Ms. Matsumoto shared the details of the relocation of the Music building with the membership.</p> <p>Specifically, an emergency relocation needed to occur as there was an unforeseen condition that determined spring classes could not be held in the Music building.</p> <ul style="list-style-type: none"> • Good opportunity to make some minor improvements carpet, paint, etc. • The repairs are hoped to be completed by Spring or Summer at the latest with a move in by fall. <p>Ms. Matsumoto expressed her appreciation to the faculty and staff for their support in relocation of the different items. She was extremely pleased with the collaboration, commitment and efforts of the college and campus teams by executing this project quickly and efficiently.</p> <p>Dr. Kehlenbach shared how pleased the students are in the new area.</p> <p><u>Parking Lot at 17th/Bristol St.</u></p> <p>A re-design of the property was completed. The major change was adding a perimeter fence. The district is hoping that the re-design does not trigger a DSA resubmittal. The goal is to get final approval at a back check over the counter appointment in March. Goal is to have more parking for the campus.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>In addition, she provided an overview for the committee’s review:</p> <ul style="list-style-type: none"> • 2015-2016 Scheduled Maintenance New Projects • 2016-2017 Scheduled Maintenance Projects • Current Capital Projects • Requested Projects - It was noted that the Football Field Fence & Gate project is moving forward • Year Four – Prop. 39 Projects – it was clarified that the EMS upgrade are for 15 buildings not related to the Central Plant’s 7 buildings. Hoping to bring all the building to one uniformed platform on an Energy Management System. <p>The following was noted related to the Door Hardware project.</p> <p>The Door Hardware project is currently on hold due to lack of funding and the cost associated with it. The campus has a plan to change out door hardware across the campus throughout all their facilities. Some of the buildings hardware has already been changed out and there is another schedule for the remainder of the campus.</p> <p>If was clarified is that the Door Hardware project is different from the Door Replacement. The Door Replacement project is related to the replacement of the automatic doors.</p> <p>Each campus has a working committee reviewing access control. The district is surveying each door with Campus Safety and Maintenance on each campus to determine an access control approach for each building as well as a solution for lock down.</p>	
5. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Sa and Security)Task Force	<p>Don Mahany provided an overview of the February 2, 2017 HEPSS meeting. In addition to the report, he noted the following:</p> <ul style="list-style-type: none"> • Campus Safety now has a dispatcher responding to calls. • Membership encouraged to sign up for Live Safe. • Due to the ongoing construction, the Student Emergency Notifications document that is read to students at the start of each semester has been modified. <ul style="list-style-type: none"> o The Evacuation Map on the back has been removed and students are advised to evacuate to the closest parking lot. • Safety presentations were made at the Deans and faculty meeting during flex week. • Important to improve the relationship between building captains, floor wardens and faculty. <ul style="list-style-type: none"> o Specifically, when an instructor is notified to evacuate, it is extremely important that the faculty member responds immediately. 	
Facilities Report	<p>Mark Wheeler, facilities manager provided the membership with an extensive overview of the work of his department:</p> <p>In addition, he noted:</p> <ul style="list-style-type: none"> • The Spot has received new carpet and furniture. • The college is conducting a test run for furniture for the new science building; specifically 5 classrooms have received new furniture. The team is gathering feedback. • There have been some light issues on campus, lights out on some exterior buildings due to the Central Plant project, in Lot 6 and outside of the F building. The team is 	

Standing Reports (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • working diligently on repairs. <ul style="list-style-type: none"> ○ Floodlights have been placed on the roofs of the building exteriors to light the areas affected. • Elevator repair in the D. bldg. • Ceiling tiles, ballests, lamps completed in Russell Hall. • Installed new tables in A-214. Electrical installation in the machine shop and fashion lab.	
Environmental Task Force	Susan Sherod provided a presentation to the membership regarding ways to increase bike use on campus. She noted the following: <ul style="list-style-type: none"> • Ideas for making bike use safe. • Educate students and offer incentives. • Work with OCTA to provide necessary bike parking at the train and bus stations. • Important to support alternative commuter methods. • Reduces carbon footprint. • Offer infrastructure that supports the bike user safety. <ul style="list-style-type: none"> ○ It was noted that there is discussion regarding supporting bike riders within the landscape plans for the new Johnson Center. Members were encouraged to review the presentation material for further information.	

6. Accreditation	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS										
	<p><u>Mission Statement Review</u> The committee reviewed the College Mission Statement and made the following notations:</p> <table border="1" data-bbox="562 862 1499 1523"> <thead> <tr> <th data-bbox="562 862 749 943">Broad Educational Purposes</th> <th data-bbox="749 862 869 943">Intended Student Population</th> <th data-bbox="869 862 1073 943">Types of Degrees and Other Credentials</th> <th data-bbox="1073 862 1312 943">Commitment to Student Learning and Achievement</th> <th data-bbox="1312 862 1499 943">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="562 943 749 1523"> Stated Notes: Santa Ana College provides access and equity in a dynamic (add – successful) learning environment... “Learning” should be in the mission statement. </td> <td data-bbox="749 943 869 1523"> Stated </td> <td data-bbox="869 943 1073 1523"> Stated Notes: Does not mention Baccalaureate degrees but neither are any other degrees. </td> <td data-bbox="1073 943 1312 1523"> Notes: Talks about preparing a student but does not mention the student successfully reaching goal. Passive and indirectly in regards to learning and achievement. Bounces around that. Add...SAC is a committed leader. Santa Ana College provides (add – students) access... “Transformation of Students lives. </td> <td data-bbox="1312 943 1499 1523"> Great if end product is something that could be memorized. </td> </tr> </tbody> </table>	Broad Educational Purposes	Intended Student Population	Types of Degrees and Other Credentials	Commitment to Student Learning and Achievement	Other	Stated Notes: Santa Ana College provides access and equity in a dynamic (add – successful) learning environment... “Learning” should be in the mission statement.	Stated	Stated Notes: Does not mention Baccalaureate degrees but neither are any other degrees.	Notes: Talks about preparing a student but does not mention the student successfully reaching goal. Passive and indirectly in regards to learning and achievement. Bounces around that. Add...SAC is a committed leader. Santa Ana College provides (add – students) access... “Transformation of Students lives.	Great if end product is something that could be memorized.	
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7. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Parking The membership discussed the October recommendation noted below and feedback was provided from the respective constituency groups.</p> <ul style="list-style-type: none"> • Lot #6 –release 56 staff stalls which would add them back into the lot for students. • Lot #11 – Take 48 parking stalls and designate them for staff parking. • Reallocate the 8 “staff” stalls from Lot #6 to Lot#1 along 17th street curbside area. 	<p>The following motion was moved by B. Hager and 2nd by R. Langston to:</p> <ul style="list-style-type: none"> • Release 56 staff stalls in Lot #6 back into the lot for student use. • Take 48 parking stalls from Lot #11 and designate them for staff parking. • Reallocate the 8 “staff” stalls from Lot #6 to Lot#1 along 17th street curbside area. <p>The motion carried unanimously.</p>
8. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
9. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS

Adjourned at 3:08p.m.

SUBMITTED BY Geni Lusk 3/3/2017