



SAC FACILITIES MEETING
 MINUTES – MAR. 19, 2019
 1:30P.M. – 3:00P.M.

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	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon	Ben Hager (a)	Tommy Strong		
Vaniethia Hubbard	Mario Gaspar	Monica Zarske (a)	Jaki King	District Liaison	
Jeffrey Lamb (a)	Don Mahany (a)	John Zarske	Roy Shahbazian	Carri Matsumoto	Darryl Taylor
Jennie Adams	Veronica Oforlea	Elliot Jones (a)			
Brian Kehlenbach					
Guests				Campus Safety & Security	
Michelle Parolise	Aggie Kellett	Matt Schoeneman	Alicia Kruizenga	Scott Baker (a)	
Tim Winchell	Dale Mixer	Rudy Delgadillo		ASG Representative	
				Theodore Moreno	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order at 1:32pm Adjourned at 2:45pm.	
2. PUBLIC COMMENTS					
	None				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Approval of Feb 19, 2019 meeting minutes .			ACTION Motion moved to approve by Dr. Hoffman, 2 nd by John Zarske. Motion carried unanimously.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Project update reports – Carrie Matsumoto, Rudy Delgadillo, Matt Schoeneman <ul style="list-style-type: none"> Rudy Delgadillo gave an update on the Science Center project. He reported that the sheathing to the interior is going up, also exterior metal panels and plaster. The heavy exhaust fans are also in place. Roofing activity and enclosing of the building has started. Carri Matsumoto added that there have been some rain delays but will not change the summer occupancy 2020 date. Matt Schoeneman gave an update on the Johnson Student Center progress. He reported that they are currently removing the pile caps. Then they will start moving dirt (earthwork) activity for about a month. After the dirt is moved, 				

	<p>they will start the new site utilities and structural foundations.</p> <ul style="list-style-type: none"> • Carri Matsumoto reported on the following items: <ul style="list-style-type: none"> ○ Window replacement – completed in Building H. ○ Library restroom upgrade – hazardous report was provided to the District on March 1, 2019. An RFP for architectural services is under way. ○ Russell Hall replacement (Health Sciences Bldg.) – no changes to this project without approval from state is allowed. Russell Hall will be demolished as part of the master plan. Currently a study of the front traffic area is being conducted in order to create an improved drop off area. Budget is low for this project. We will need a scope of work and recommendations from a traffic engineer. Several relocations from 13:30. ○ Campus Electronic Directory/Wayfinding Signage project is still underway. Mock-ups going up on the Dunlap Hall building (colors and letter types). ○ ITS Copper wire – The architect’s assessment is underway with ITS for the transition at each building from the old lines to the new lines. This project will be submitted to DSA for approval before it can be implemented ○ Chavez Hall Renovation – last phase of flooring work was completed in the Fire Tech Offices. This project is now completed. ○ Prop 39 Projects – this is a new project to spend down the surplus budget for the previous Year 5 projects. ○ Emergency Blue Phone – this project has gone out to bid and is under review. ○ District wide access control & door hardware – The District has decided to test pilot the installation of a new door access control system prior to a full roll out districtwide. ○ AR 6520 – A meeting was held with both Colleges members of President’s Cabinet to discuss the key hierarchy and organization of keying per building. A subsequent internal meeting will be scheduled to review the key distribution samples from other districts and Draft Administrative Regulation on procedures as this is currently a work in progress. ○ ADA Transition Planning update – report will be shared at the upcoming Board of Trustees meeting on march 25th 	
5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	<p>HEPPS Task Force – Don Mahany</p> <ul style="list-style-type: none"> • Dr. Hoffman reported that there is a skateboarding and scooter issues on campus that are being addressed. There is also therapy animal update. See attached HEPSS meeting minutes. 	
Facilities Report	<p>Facilities Report – Mario Gaspar reported the following:</p> <p>Santa Ana College</p> <ul style="list-style-type: none"> • Water leakage in building J is currently being repaired. • COSCO will be out to repair fire riser. Will be in compliance for complete certification. • Power will be out in buildings; G, E, I, J, T, H, VL during spring break. (Monday 	

	<p>& Tuesday).</p> <ul style="list-style-type: none"> • Tinting of Kinesiology office windows (W-102) to take place. • Carpet replacements to take place at the at Sheriff’s Academy and SAC office. • Lights will stay on during the power outage. • Looking into using hand dryers in restrooms, mainly in the student restrooms. They will be more efficient. Paper towel usage costs approximately \$40,000 per year. Marty Rudd requested this be a topic of discussion at next meeting. 	
Environmental Task Force	<p>Environmental Task Force – Susan Sherod See attached Power Point presentation – International World Water Day Tap-a-Palooza take plunge and leave plastic bottles and use tap water. Use hydration stations to refill their containers.</p>	
Student Report	<p>Theodore Moreno reported that a group of selective leaders went to Washington DC to lobby for three key legislations; Increase Pell Grant Funding, DACA, and Higher Education Re-Authorization Act. This Act simplifies the FAFSA form and more funding to student workers. They spoke to the office of Senators Feinstein, Harris and Congressman Lou Correa. They were able to speak directly with Congressman Lou Correa. The following day the Democrats launched the new DACA bill that will be up for voting. It will affect many students here at SAC. Regarding Student Government, the student trustee debate will be next week. Elections will be held on April 29th and 30th. Theodore encouraged faculty members to push students to apply for student government positions.</p> <p>He also reported that many of the hallways on campus are untidy, the handrails in Dunlap Hall need cleaning as well as the windows. Mario Gaspar informed the committee that the windows around campus will be cleaned during the summer. Theodore requested that a bulletin board be designated for students to post sales of textbooks/items. He also asked if there is any way they can get a storage unit to store their larger items. This will give them more seating space for their meetings held in their bungalow. Dr. Hubbard suggested for Theodore speak to her to discuss these topics further. John Zarske recommended posting the items for sale on the Student Life webpage as well.</p>	
6. ACCREDITATION		ACTIONS/ FOLLOW UPS
	No report at this time.	
7. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Shade for Central Mall/SAC Plaza de Artes Proposal 2018 – this project is under review at this time. District Facilities and Planning have assigned a project manager. They are looking at the designated areas to find the best shading options and artistic murals. • Hydration Stations – an additional hydration station needed at the Early Children’s Education Center. Theodore Moreno asked if any added hydration 	

	<p>stations would be dual hydration stations. Darryl Taylor explained that it would depend on the location and may be need to meet ADA requirements.</p> <ul style="list-style-type: none"> • CEC Building Lease – a 2 year extension was granted. • Campus Cleanliness & Maintenance Workgroup – Dr. Hoffman met with CSEA representatives to get the workgroup started. Cheryl Martin will assist in identifying individuals to participate in the workgroup. 	
8. NEW BUSINESS		ACTIONS/ FOLLOW UPS
9. FUTURE AGENDA ITEMS	<ul style="list-style-type: none"> • Hand Dryers vs Paper Towels 	
10. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Next meeting April 16, 2019 – S-215	

SUBMITTED BY Maria Cardona