



**SAC FACILITIES MEETING
MINUTES – OCT. 18, 2016
1:30P.M. – 3:00P.M.**

Approved 2/21/2017

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(a)	Ben Hager	Valinda Tivenan(a)		
Nilo Lipiz (a)	Veronica Oforlea	Brian Kehlenbach, Co-chair	John Zarske	District Liaison	
Eve Kikawa(a)	Mark Wheeler(a)	Noemi English		Carri Matsumoto(a)	Darryl Taylor(a)
Rhonda Langston		Susan Sherod			
Guests				Campus Safety & Security	
Michelle Priest	Harold Pierre	Mario Cruz		Scott Baker	
Maria Taylor	Matt Schoeneman	Michelle Parolise		ASG Representative	
Ray Stowell	Gilbert Cossio	Brian Schroeder		Darlene Zepeda-Field	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order – 1:30p.m. Adjourned at 2:54p.m.	
2. PUBLIC COMMENTS					
	There were no public comments.			ACTIONS/ FOLLOW UPS	
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The meeting minutes for September 20 were not approved due to a lack of quorum.				
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Utilizing the SAC Traffic and Pedestrian Map, Matt Schoeneman provided an update for the membership on the Central Plant and Infrastructure project. <ul style="list-style-type: none"> • It was noted that the first phase of the work will be to place the utilities underground. • There was a discussion in regards to safeguarding the equipment in buildings affected by the project, specifically the N bldg. <ul style="list-style-type: none"> ○ It was noted that a visual survey would be done to determine what needed to be done to protect the equipment as well as document its' condition. ○ It was also noted that personal belongings should be secured to eliminate the issue of items missing. <ul style="list-style-type: none"> ▪ There is the expectation that a communication will be sent out to remind faculty and staff to secure personal belongings. • Members were advised that only 7 buildings were scheduled to be connected, D, P, N, C, A, S and F. • The chilled water lines would be extended for future development. 				

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>JOHNSON STUDENT CENTER</p> <ul style="list-style-type: none"> The district and the college have completed their programming for the building. <p>SCIENCE CENTER</p> <ul style="list-style-type: none"> The college is reviewing some instructional furnishings. <ul style="list-style-type: none"> Six sets of furnishings will be purchased and placed throughout the college to get some true feedback. <p>PARKING LOT AT 17TH/BRISTOL ST.</p> <ul style="list-style-type: none"> Members were reminded that there is a 6-8-month timeline once a project is submitted to DSA. <p>2015-2016 Scheduled Maintenance Projects</p> <p>Water Conservation – Smart Irrigation Controllers throughout campus along with drip irrigation lines.</p> <p>All Call Fire Alarm</p> <p>This feature would provide the availability for Emergency broadcast to be made from the electrical room in any building.</p> <p>Members were reminded that Construction Updates and Construction Alerts are being sent out college-wide. In addition, members were reminded that construction information can also be found on the SAC Website.</p>	
5. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	The task force did not meet. There was no report.	
Facilities Report	<p>Mark Wheeler, facilities manager presented a robust list of college work accomplished over the summer. In addition, he noted:</p> <ul style="list-style-type: none"> 10 Hydration stations will be added to the campus by October 31. H building windows – met with vendor. The district has had an ADA plan developed for the college. 	
Environmental Task Force	<p>Susan Sherod provided information on Eco-Restrooms. She noted the following:</p> <ul style="list-style-type: none"> System does not use water or require maintenance. We would save on water supply and waste water costs. Perfect for everyday usage or emergencies. MWD offers grants that could be used to purchase one as a training tool. 	

6. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Student, staff parking stalls assessment</p> <p>The campus safety team provided an assessment of the student, staff parking stalls concerns and provided a recommendation to the membership. The assessment consisted of a survey of peak times along with parking stall availability.</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>Discussion ensued.</p> <p>The constituency representatives would take the Student, staff parking stall recommendation back to their respective groups for input.</p>	<p>Motion was moved by R. Langston that the October 18, 2016 agenda be revised to reflect Student, staff parking stall item as an action item.</p> <p>2nd – N. English</p> <p>The motion carried unanimously.</p> <hr/> <p>Motion was moved by R. Langston to take the following recommendation regarding Student and staff parking to the respective constituency groups and provide feedback at the November 15th meeting.</p> <ul style="list-style-type: none"> • Lot #6 –release 56 staff stalls which would release 56 stalls 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.
7. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
8. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Investigation is currently in progress regarding the damage to the art display on campus. • RARs for Facilities will be brought back to the November 15, 2016 meeting. 	

SUBMITTED BY Geni Lusk 11/1/2016