



**SAC FACILITIES MEETING  
MINUTES –SEPTEMBER 18, 2012  
1:30P.M. – 3:00P.M.**

**Approved 11/5/2012**

*The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.*

Administrators		Academic Senate		CSEA	
Jim Kennedy, Co chair	Rhonda Langston(a)	Maria Aguilar Beltran	John Zarske , Co chair	Sarah Salas	
Elyse Chaplin	Sara Lundquist (a)	Ray Hicks	Louis Pedroza(a)	Sean Small(a)	
Bart Hoffman	Linda Rose	Susan Sherod		<b>District Liaison</b>	
Nilo Lipiz(a)	Sylvia Turner	Valinda Tivenan(a)		Darryl Odum(a)	Alex Oviedo(a)
Ron Jones		<b>Guests</b>		<b>Campus Safety &amp; Security</b>	
		Jungwon Jin		James Wooley	
				<b>ASG Representative</b>	
				Alex Flores	
<b>1. WELCOME AND INTRODUCTIONS</b>					
				Meeting called to order – 1:30 p.m.	
<b>2. PUBLIC COMMENTS</b>					
		No public comments			
<b>3. MINUTES</b>		<b>DISCUSSION/COMMENTS</b>		<b>ACTIONS/ FOLLOW UPS</b>	
		The May 15, 2012 minutes were presented for approval.		<b>ACTION</b> The Facilities Committee approved the May 15, 2012 minutes.	
<b>4. STANDING REPORTS</b>		<b>DISCUSSION/COMMENTS</b>		<b>ACTIONS/ FOLLOW UPS</b>	
<b>SAC Project Update</b>		A report from Alex Oviedo was presented by Jim Kennedy. The progress schedule can be found at Inside SAC.			
<b>M&amp;O Report</b>		<p>The M &amp; O report was presented by Ron Jones.</p> <ul style="list-style-type: none"> <li>• There were water line breaks at SAC and CEC.</li> <li>• A metal recycling program has been implemented. A metal bin is located in the maintenance yard.</li> <li>• Ballasts were replaced before school started.</li> <li>• Tobacco Free signs are posted and butt cans should be in place within a month.</li> <li>• The Tutorial center was moved over the summer.</li> </ul>			

STANDING REPORTS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Sylvia Turner discussed a need for directional signage for students. Publicizing the mobile application of the SAC map on the front page of the SAC website may be another option to help students find their way around campus.	<ul style="list-style-type: none"> <li>• Sylvia will follow-up with El Don to obtain a directional map to be posted for students.</li> <li>• Jim suggested posting temporary directional signs.</li> <li>• Another option would be to publicize the SAC Mobile Application of the SAC Map</li> <li>• Signage to be on ongoing agenda item.</li> </ul>
<b>ADA Task Force</b>	Elyse Chaplin reported that the entrance to the M Building is inaccessible and is currently being investigated.	
<b>Environmental Task Force</b>	Susan Sherod reported that the Task Force is looking into incentives and rebates from Edison for LED tube lights and natural ventilation. Jim Kennedy asked if Susan would like to attend the next Sustainability Committee Meeting at the district so that there may be no duplication in efforts between SAC and the district.	
<b>HEPSS</b> <i>(Health, Emergency Preparedness, Safety and Security) Task Force</i>	There was no report submitted.	
5. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>Update on relocation of student support services in the library.</b></p> <p>The committee received a brief update from Ron Jones on relocation of student support services in the library and Russell Hall.</p>	
6. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>SAC Perimeter Project</b></p> <p>Jim Kennedy discussed the phases for the Perimeter Project. The timelines are the following:</p> <p style="padding-left: 20px;">Phase 1 12/17/12 – 1/28/12</p> <p style="padding-left: 20px;">Phase 2 2/4/13 – 5/17/13</p> <p style="padding-left: 20px;">Phase 3 5/20/13 – 8/30/13</p> <p style="padding-left: 20px;">Phase 4 11/4/13 – 12/31/13</p> <p>Also, the Plant species used for this project can be viewed on Inside SAC.</p>	Under item #6. Other
	<p><b>AQMD Update</b></p> <p>The AQMD cited SAC for not having a couple of boilers not properly registered. These boilers will be replaced to be compliant. Ron Jones is obtaining quotes for these replacements. AC Systems need to be registered to be compliant as well.</p>	
	<p><b>Flea situation in Health Center</b></p> <p>The Health Center continues to have a flea problem. The carpet may need to be replaced since the fleas have not been eradicated.</p>	Susan Sherod will send Ron Jones information about Diatomaceous which is an organic substance to help rid the center of fleas.

NEW BUSINESS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>3<sup>rd</sup> Floor Russell Hall Mold Inspection</b>  A professional mold removing company will be coming to SAC tonight.</p>	
	<p><b>SAC Water Bill</b>  The unusually high water bill may possibly be attributed to the water leak in June.</p>	
7. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>The committee goals reviewed the goals. Please send Geni new goals and/or revisions.</p> <ul style="list-style-type: none"> <li>• Goal #6 sentence should be corrected to read as "known".</li> </ul> <p>A possible goal would be to improve communication and collaboration regarding facilities for staff and students. Under item</p> <p>Include the word "sustainable" within the facilities mission, such as prior to the word campus, etc.</p>	<p>Ron Jones will add information on criteria of the first three goals. Committee goals will be added to the next agenda.</p>

Adjourned - 2:45 p.m.