



**SAC FACILITIES MEETING
MINUTES – MARCH 17, 2009
1:30P.M. – 3:00P.M.**

Approved 4/21/09

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 Norm Fujimoto (a) Stephanie Fondren (a) Paul Foster, Co chair Rhonda Langston Sara Lundquist Mike Mugica Ed Ripley(a) *Maria Sugranes(a) Sylvia Turner	Academic Senate Monica Collins Ray Hicks(a) Cathie Shaffer Valinda Tivenan(a) Karen Warner(a) John Zarske, Faculty Co-chair	CSEA Sarah Salas Sean Small (a)	Guests Al Chin Alternate *Davis Nguyen	Student Representation District Liaison Darryl Odum Campus Safety & Security James Wooley
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1. WELCOME AND INTRODUCTIONS		
	Self- Introductions were made.	Meeting called to order – 1:35 p.m.
2. MINUTES	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
Approval of Minutes – 2/17/09		Motion to approve minutes (Turner/Mugica) The minutes were unanimously approved.
3. STANDING REPORTS		
SAC Project Updates Darryl Odum	<p>UPS Upgrade in A - The uninterrupted power supply upgrade in the Cesar Chavez building was completed in January. The upgrade was needed to accommodate the new phone system coming this spring.</p> <p>Diesel/Auto Exhaust Upgrade J Bldg: The scope of the project includes replacing two roof exhaust fans and seventeen fans on retractable reels. The bid was approved by the Board in January, the District has issued the Notice of Intent to Award, and the Contractor has submitted all the post-award submittal documents. This scheduled maintenance project will be completed this spring.</p> <p>Welding Exhaust Upgrade K Bldg #2972: The scope of this project includes replacing six roof exhaust fans; twenty-four fans on extraction arms, and upgrading the electrical panel. The bid was approved by the Board in January, the District has issued the Notice of Intent to Award, and the Contractor has submitted all the post-award submittal documents. This scheduled maintenance project will be completed this spring.</p>	

3. STANDING REPORTS (cont.)		
<p>SAC Project Updates Darryl Odum</p>	<p><u>CEC remodel:</u> Plans for the HUD project are into DSA for back check.</p> <p><u>Gym remodel:</u> This project includes replacing the original gym floor, installing a fire suppression system, and adding ADA-compliant restrooms. Bids are due this week. The contractor has 12 months to complete the entire project; however, the floor portion is to be completed by the end of August.</p> <p><u>Dance Floor:</u> How the dance floor in G-108 fell off the planning table was discussed at length. Sylvia reported that uneven surfaces are a safety concern.</p> <p><u>CDC:</u> Bids are out for the new Child Develop Center and due back March 24 and March 26th. Before construction materials are delivered campus, the district must upgrade the water pressure to all campus hydrants. Parking lot 11 is the site for this project.</p> <p><u>Fire Alarm Replacement Phase 1 #2985 –</u> The scope of Phase 1 replacing existing standalone fire alarm system in 18 buildings and to create a new campus fire alarm network with emergency PA capability. Work started last fall and is approximately 85% complete. Per the contract, the project is to be completed on or before May 8, 2009. This is a scheduled maintenance project.</p> <p><u>Fire Alarm Replacement Phase 2,</u> includes Building A, B15-31, B33, B34, F117, P114 and Building F. Phase 2 drawings were resubmitted to DSA for back check on March 10th, 2009 and were approved on that same date. A bid schedule is being developed and anticipated to go out to bid in May, 2009. This project is scheduled to begin in June and be completed by Dec 31, 2009.</p> <p><u>I Classroom Building</u> - Minor corrections continue to be made, with carpet replacement and roof coating (if it doesn't rain) scheduled during spring break. The grand opening is scheduled for March 30th at 1:00.</p> <p><u>The Maintenance and Operations Building</u> is expected to be complete by April 15th, slightly behind scheduled.</p> <p><u>Softball/Baseball Concession:</u> The grand-opening is scheduled for March 25th at 2:45.</p>	<p>Paul will convene a meeting.</p>
<p>SAC Update Mike Mugica</p>	<p>■ Work Orders: 129 completed from Feb 16 - Mar 12. Some of the larger projects include repairing the fountain, painting B-10 & B-11, and tree trimming.</p>	

3. STANDING REPORTS (cont.)		
<p>Safety Committee John Zarske</p>	<p><u>Safety and Security Committee:</u> The safety committee made the following recommendation at the March 12th meeting: Update ADA Restroom signage on first floor restrooms in main paths of travel (est. cost = \$4,700). Tactile map and pedestals - DSPS funds for maps; \$2,000 pedestal from campus budget(work done by the ADA subcommittee). Correct the following areas identified by Mobility Specialists' Recommendation (from Anaheim UHSD and SAUSD):</p> <ol style="list-style-type: none"> 1. Trees outside the library 2. Crosswalk at 17th entry (between R and X) 3. Crosswalk at 17th and Bristol - entry by marquee 4. Protection at construction areas <p>Speed humps (20 humps for \$15k) at key locations.</p> <p>Replace 125 stop signs for approximately \$3,000</p> <p>Purchase 4 TTY Phone: \$699 plus \$100 installation (PTS)</p> <p>These recommendations will be presented to College Council for approval.</p> <p>■POD: SAC has agreed to be a Point of Dispensing (POD) site for the October training exercise in Lot 7. Up to 1500 flu shots are expected be given by the County of Orange Health Dept. in two hours. Our nursing students will participate.</p> <p>■Flex Day Evaluations: Most comments were positive.</p> <p>■Spring Evacuation Drill: Details are being developed; earthquake or fire. Drill is planned for April and will be conducted both during the day and during the evening. Building captains will be provided emergency bags with flashlights and vests.</p> <p>■Crime Report: Lt. Wooley reported that two unsecured projectors were stolen from Johnson Center. An installer slipped on the exterior stairs on the west end of the I building.</p>	<p>Action: Paul will provide the survey results for the Spring Flex Day event at the March meeting.</p>
4. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
<p>Tobacco Free Paul Foster</p>	<p>A receptacle has been chosen. Signing options are being discussed.</p>	<p>Action: Monica Collins moved and Cathie Shaffer seconded that the committee recommends the college purchase 19 receptacles and provide appropriate signage to implement the tobacco free initiative.</p> <p>Paul will provide an update in April</p>

Meeting adjourned – 3:00p.m.
Next Meeting – April 21, 2008
SAC Foundation Board Room