



SAC FACILITIES MEETING MINUTES MARCH 29, 2005

Approved 6.28.05

Administrators

President Erlinda Martinez
Noemi Kanouse, Committee Chair.
Carolyn Breeden
Bruce Bromberger (absent)
Nancy Brooks (alt.absent)
Lori Brown (absent)
Al Chin (alt.absent)
David Guzman (alt.)
Rhonda Langston (absent)

Guests

Jo Ann Nick (for Becky Miller)
Alex Oviedo (for Bruce Bromberger)

Faculty

Mary Ellen Bobp(sabbatical)
Dan Goldmann(absent)
Raymond Hicks
Becky Miller (absent)
Jacque O'Lea
Valinda Tivenan
Karen Winkle
Lana Wong (alt.)

Classified

Raul Gonzalez del Rio
Mike Mujica
John Nastasi
Sean Small

1. Welcome and Introductions

The meeting was called to order at 1:37 p.m. by Noemi Kanouse, Committee Chairperson. Mrs. Kanouse welcomed committee members and introduced President Erlinda Martinez. A warm welcome was extended. The membership made self- introductions.

2. Minutes of January 25th meeting were approved as read.

Motion – Sylvia Turner

2nd – Joann Nick

The minutes were unanimously approved.

3. Facilities Update from SAC

A handout was provided for the committee outlining facilities updates to date.

Alex Oviedo, SAC acting plant manager reported on the acquisition of the new maintenance equipment, pressure washers and window cleaning system and the benefits the equipment will provide for plant maintenance.

4. Facilities Update from the district

A district facilities update handout as well as a copy of Option 4 of the Master Plan was presented to members. Members were asked to refer to the plan as Mrs. Kanouse reviewed the district facilities update.

In regards to the apartment relocation, 6 tenants remain to date.

Clarification on the process for spending bond monies within 3 years was provided, monies can be spent after this time.

Mrs. Kanouse explained the relevancy of the projects and the domino effect.

5. Other

a. Measure E Phase 1 Renovation listing (October 29, 2004).

Mrs. Kanouse addressed issues relative to the Measure E Phase 1 Renovation listing.

The cost of the Phase I listing was \$900,000. Monies were spent between progress made and items still pending due to bid approval and/or process involved for completion.

The carpet bid has been awarded and the painting bid approval is scheduled for the next board meeting.

New color pallets are being developed for the individual buildings, those pallets will be incorporated in the planning of future repairs and/or modifications work.

Mrs. Kanouse reported that a second list is being developed to prioritize the next phase of the work.

A discussion ensued regarding the need for improved communication and the concern of items still pending on the Phase 1 listing. It was recommended that future updates identify timelines and status.

President Martinez

President Martinez noted she has been working closely with Mrs. Kanouse and Dr. Breeden in addressing issues of maintenance/facilities and enrollment.

President Martinez commended Mrs. Kanouse on her work and commitment with the college's maintenance/facilities issues and the larger bond projects. She noted that the college has been underserved for the past 5 – 7 years in the maintenance department and explained the difficulty in reaching a "true" maintenance level. She asked for everyone's understanding in this area.

President Martinez will be advocating for 4 additional positions that Mrs. Kanouse is requesting to help meet the needs of the department.

A discussion ensued regarding the upkeep of carpets, specifically the new carpets and chairs in the library. President Martinez asked Alex Oviedo, acting plant manager, to work with Bruce Bromberger in regards to the library carpet/chair maintenance.

President Martinez acknowledged the committee's concern regarding improved communication. Members were assured that information will be provided to them as soon as it is available.

In an effort to improved communication and clearly define the needs of the college, President Martinez proposed the idea of facilities sub committee. This committee would work with district staff on proposals regarding secondary effects to projects and "best use of space." Members would meet monthly and bring proposals for discussion to the quarterly facility meetings. The membership would include herself, the vice-presidents and volunteers from the SAC facilities committee. Valinda Tivenan, Jacque O'Lea and Raymond Hicks volunteered to participate. It was requested that two secondary effect items, the Z building in regards to the Quick Copy location and Adelphia Cable – vacating in one year be addressed at the first meeting of the sub committee.

A proposal is being considered where Continuing Ed. would be able to acquire the Marketplace location. The proposal has been taken to the Chancellor's Cabinet and it has now been submitted to the district's real estate attorney.

President Martinez expressed her interest in the church bell tower/carillon being incorporated onto the campus as a possible gift from the Foundation in honor of the SAC's 90th anniversary.

b. Other

A discussion ensued regarding electronic access to rooms. James Wooley reported that the Master Key Committee will be addressing this issue regarding all new and existing buildings.

In closing Mrs. Kanouse made the following announcements:

Facilities sub committee members would be contacted shortly regarding their first meeting time.

The Measure E Phase 1 Renovation listing with requested status columns will be sent to members as soon as it is complete and before the Spring semester ends.

The meeting was adjourned at 3:02p.m.