



**SAC FACILITIES MEETING
MINUTES – APRIL 20, 2010
1:30P.M. – 3:00P.M.**

Approved 9/21/10

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		District Liaison
Norm Fujimoto	Rhonda Langston (a)	Elliot Jones (a0)	Valinda Tivenan(a)	Darryl Odum
Paul Foster, Co chair	Sara Lundquist (a)	Louis Pedroza	Karen Warner	Campus Safety & Security
Bart Hoffman	Ed Ripley	Ray Hicks, Co chair	John Zarske	James Wooley
Ron Jones	Sylvia Turner	CSEA	Guests	ASG Representative
Alternates		Sarah Salas	Dee Tucker	Chirac Munganga (a)
Monica Collins for Jane Mathis		Sean Small		
1. WELCOME AND INTRODUCTIONS				
		Self Introductions were made.		Meeting called to order – 1:35 p.m.
2. MINUTES		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS
Approval of Minutes – 3/16/10				Motion was moved by B. Hoffman to approve the March 16, 2010 Committee minutes 2 nd – M. Collins Motion was unanimously approved.
3. STANDING REPORTS		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS
SAC Project Update Darryl Odum		<p>Darryl presented an overview of the SAC projects. Additional information was noted:</p> <p>SAC Baseball Scoreboard</p> <ul style="list-style-type: none"> New scoreboard has arrived on campus <ul style="list-style-type: none"> The baseball season will conclude before the new scoreboard is installed to avoid any issues. <p>Gym Remodel</p> <p>The project is about to be closed. The gym floor replacement, restroom addition and fire sprinkler installation were all part of the same bid, so these individual projects will be closed at the same time.</p> <p>Fire Alarm Replacement</p> <p>A notice of completion is being completed for the SAC fire alarm replacement phase II</p> <p>SAC Child Development Center</p> <p>Safety concerns relative to the 6'6" block wall around the perimeter of the center were discussed. The project site plan was presented.</p> <ul style="list-style-type: none"> Drawings were developed 5 or 6 years ago. Intent of the architect was for the center to be completely enclosed with limited entry allowing staff to be aware of anyone entering the center. 		

3. STANDING REPORTS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> Limited visibility from the outside should not pose a potential threat for those on the inside All gates will be alarmed. Current plans call for a motion-censored camera with an automatic dial to security when activated. The campus has recommended increasing the number of cameras on the site to 3. <p>Concerns</p> <ul style="list-style-type: none"> Campus personal cannot see into the CDC complex from outside. Someone with harmful intentions could hop the wall For the custodial staff working in a relatively dark, secluded area Areas within the complex should have video surveillance <p>Alternate wall designs were discussed.</p> <p>A meeting regarding safety at the new CDC is scheduled for April 20 at 3:00p.m.</p> <p>A concern was brought forward regarding the opportunity for the Facilities committee to review and/or provide input for all future SAC projects, regardless of the funding source.</p>	<p>FOLLOW UP Ron Jones will report back to the committee the outcome of the safety meeting.</p> <p>ACTION Motion was moved by J. Zarske Regardless of the funding source, all proposed changes and project plans for Santa Ana College facilities need to go through the SAC Facilities Committees for review/input. 2nd – K. Warner Motion was unanimously approved.</p>
<p>SAC Update Ron Jones</p>	<p>Ron Jones, interim plant manager provided an overview for members. In addition to the report, the following was noted:</p> <ul style="list-style-type: none"> SCE has scheduled a full power outage for Saturday, May 8 from 6:00p.m. through 2 a.m. on Sunday, May 9 to replace equipment. There could be a conflict with this time. Power will be out at CEC when SCE replaces the transformer foundation on Friday, April 23 from 10:30p.m. – 2:30p.m. 	<p>FOLLOW UP Ron Jones will work with Sean Small to work out the date conflict issue.</p>
<p>ADA Committee Paul Foster</p>	<ul style="list-style-type: none"> The committee continues to work on the ADA transitional plan. ADA signs have been installed in F and G buildings. 	
<p>SAC Facilities Master Plan Ray Hicks</p>	<p>The SAC Facilities Master Plan committee met on April 13. Future meetings are scheduled for May 5 & 25.</p> <ul style="list-style-type: none"> At these meetings HMC will present the committee with options based on the input they have received. All information that has been received by the committee has been moved forward to HMC. HMC has scheduled visits with CEC and the DMC on Thursday, April 22. There will be a college-wide presentation of the Facilities Master Plan on June 2 	
4. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
<p>Smoking</p>	<p>The committee was informed that College Council wanted the smoking issue brought back to the Facilities committee for a recommendation. A discussion ensued.</p> <ul style="list-style-type: none"> Identify new smoking areas that are out of the mainstream areas on campus and do not allow for seating. Consider surveying smokers. 	<p>FOLLOW UP Ron will identify 6 – 8 alternate smoking areas as described and report findings at the next meeting.</p>

OLD BUSINESS (CONT.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> Eliminate smoking on campus altogether. 	
5. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>DOOR STOPS It was noted that door stops on fire doors in hallways violates current fire code.</p> <ul style="list-style-type: none"> A plan to remove all permanent door stops is being strategized for this summer which will bring the entire campus into compliance. 	
6. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>A gas smell coming from a regulator valve between the T bldg. and R bldg. was noted. The problem has been a continuous for many years.</p> <p>A concern was raised that conflicts occur when events are scheduled outside the facility scheduling office.</p>	<p>FOLLOW UP Ron will have the regulator inspected and report back next month.</p> <p>ACTION Motion was moved by N. Fujimoto When a campus facility is booked outside of the facility scheduling office, the information must be sent to the facility coordinator to ensure that it is reflected on the college master calendar. 2nd – B. Hoffman Motion was unanimously approved.</p>

Meeting adjourned – 3:02p.m.
Next Meeting – May 18, 2010