



SAC FACILITIES MEETING
MINUTES – SEPTEMBER 21, 2010
1:30P.M. – 3:00P.M.

APPROVED 10/19/10

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(a)	Rhonda Langston (a)	Elliot Jones	Valinda Tivenan(a)	Darryl Odum(a)
Paul Foster, Co chair	Sara Lundquist	Louis Pedroza	Karen Warner(a)	Campus Safety & Security
Bart Hoffman	Ed Ripley (a)	Ray Hicks, Co chair	John Zarske	James Wooley
Ron Jones	Sylvia Turner	CSEA	Guests	ASG Representative
Alternates				
Monica Collins for Jane Mathis		Sarah Salas		
		Sean Small (a)		
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 – 4/20/10		Minutes for the April 20, 2010 meeting were presented for approval.		Motion was moved by B. Hoffman to approve the April 20, 2010 Committee minutes 2 nd – L. Pedroza Discussion ensued. Motion was unanimously approved.
Approval of Minutes – 5/18/10		Minutes for the May 18, 2010 meeting were presented for approval.		Motion was moved by S. Turner to approve the May 18, 2010 Committee minutes 2 nd – B. Hoffman Discussion ensued. Motion was unanimously approved.
3. Facilities Master Plan Presentation				
		DISCUSSION/COMMENTS		ACTIONS/ FOLLOW UPS
		<p>Dr. Martinez provided some background on the various aspects involved when considering campus projects.</p> <ul style="list-style-type: none"> • ADA Transition Plan • Scheduled Maintenance Plan • Project list developed by Facilities Committee <p>She shared her concern regarding the lack of coordination of past projects. She emphasized the need for the college to be more forward thinking and to effectively coordinate to maximize successful facility planning as the college approaches the updated Master Plan project.</p> <p>Ron Beeler has been hired by RSCCD to oversee facility planning at SAC. His involvement will bring organization to the planning process and allow SAC to manage and guide the college's course.</p>		

Facilities Master Plan Presentation (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Ron Beeler gave an overview of his experience within the community college field of facility planning, 36 years with North Orange County Community College District.</p> <p>He shared his enthusiasm for the project and highlighted the following:</p> <ul style="list-style-type: none"> • It's important to have a flexible plan that will carry a similar theme. • Planning and being prepared for state funding is important even when monies are not readily available. • ADA compliance issues cannot be ignored • Landscape maintenance needs to be part of the design. • Capturing opportunities for incentives such as energy efficiency. • Ron will visit the committee periodically in the future <p>Dr. Martinez asked the committee for assistance in addressing the Campus Standards and Campus Themes by way of a sub-committee.</p> <ul style="list-style-type: none"> • Important to move forward in a coordinating manner. • Theme and Design elements create continuity as they are incorporated into new building and/or renovation projects. <p>A Campus Standards overview from El Camino College was provided for review and consideration</p> <p>Dr. Martinez noted her expectation for more detail in the overall planning outside of the master plan.</p> <p>Dr. Martinez shared her confidence in HMC and Ron Beeler in taking the plans and successfully executing them in four phases.</p> <p><u>HMC Presentation</u></p> <p>An overview of the updated Facilities Master Plan was presented by Sheryl Sterry from HMC Architects. She provided the background for the development process that included valuable input from the SAC Facilities Master Plan sub-committee. The presentation outlined the goals set by the Master Plan sub-committee.</p> <p>Members were presented with a Draft Project list that was divided into four phases.</p> <ul style="list-style-type: none"> • The draft incorporated the Project list developed by SAC Administrative Services • Phase I projects should be completed with Measure E funds. • Construction of the Science bldg., Science Lecture and Allied Health building are dependent upon a 2012 bond. • The master plan is all conceptual; specific programming for individual spaces has not been developed. • A Central Plant feasibility study is underway, and if approved, would be incorporated into the parking structure. 	
Facilities Master Plan Presentation	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS

(cont.)	<p>■ There was an inquiry as to the cost of the complete Master Plan. HMC was not able to provide cost estimate at this time. It was noted that the college is preparing the cost for Phase I. It will be necessary to prepare a cost estimate as the college arranges for the 2012 bond.</p> <p>■ The importance of monitoring the process, addressing any adjustments in an effort to minimize and/or eliminate mistakes was noted.</p>	<p>ACTION Motion was moved by B. Hoffman The SAC Facilities Committee endorses the proposed Facilities Master Plan as presented by HMC Architects 2nd – S. Turner Motion was unanimously approved.</p>
4. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
<p>SAC Project Update Paul Foster</p>	<p>An overview of the SAC projects was provided for members. Additional information was provided:</p> <ul style="list-style-type: none"> • The CEC Child Development Center is complete with a grand opening scheduled for September 22. • SAC Baseball 60-day ADA Improvement project is underway • SAC Child Development Center is open with the official grand opening scheduled for October 26, 2010. <ul style="list-style-type: none"> ○ There are some concerns with landscaping that are being addressed. ○ Additional staff parking spaces have been added to Parking Lot 8. 	
<p>SAC M&O Update Ron Jones</p>	<p>An update was provided for members review – June 2010 to August 2010. Additional information was provided:</p> <ul style="list-style-type: none"> • More repairs have been made that have not been noted on the report. • The department spent a lot of time and money within the past 18 months catching up on facility repairs. This is proving to have helped to preserve resources and to improve morale. <p>A significant amount of repairs has begun at CEC.</p> <ul style="list-style-type: none"> • \$550,000 has been earmarked for CEC that will be carefully used to keep the site operational until the lease expires in four years. <p>Paul commended Ron on the outstanding contribution he has made to the department in bringing organization and structure to all aspects of the department's management. Additionally, Ray thanked Ron and noted the committee's long time desire to strive for a better structure in the areas of preventative and scheduled maintenance. CSEA rep Sarah Salas also thanked Ron.</p>	
<p>ADA Committee Paul Foster</p>	<p>Members were provided with notes as an overview of the sub-committee's work. The overview outlined the ADA related goals for the SAC Facilities Committee.</p> <p>Members were encouraged to review the draft ADA Transition Plan. The sub committee goal is to have the plan approved by the SAC Facilities Committee at the next meeting and to forward the a recommendation to College Council to adopt the plan.</p> <p>Next meeting – October 21, 2010</p>	
4. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS

	<p>There was an inquiry as to the status of the gas smell coming from a regulator valve between the T bldg. and R bldg noted in the April 20 meeting minutes.</p> <ul style="list-style-type: none">• The valve has been inspected and is okay.• Ron Beeler confirmed he will be checking all the gas lines on campus. <p>The Facilities Master Plan sub-committee will reconvene and work to address the Campus Standards and Campus Themes, per Dr. Martinez request.</p>	
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**Meeting adjourned – 3:02p.m.
Next Meeting – Oct. 19, 2010**