



SAC Facilities and Safety Committee Meeting

November 19, 2024

1:30pm – 3:00pm

Zoom Meeting

*THE FACILITIES and SAFETY COMMITTEE is the participatory governance committee responsible for identifying scheduled and other maintenance projects to ensure an aesthetic and safe environment for faculty, staff, students, and community. It serves as an information and exchange body on facilities projects that are in construction or that are being planned.*

*Santa Ana College Participatory Governance Structure Handbook (March 2022)*

Agenda

|   |             |
|---|-------------|
| 1. Welcome and Introductions  |             |
| 2. Public Comments  |             |
| 3. Approval of Minutes<br>October 15, 2024  | ACTION      |
| 4. Action Items   |             |
| 5. Facility Planning, Construction and District Support Services Reports – Carri Matsumoto <ul style="list-style-type: none"> <li>• <a href="#">SAC Project Updates</a></li> <li>• CEC Redevelopment Project Update – MRY Architects</li> </ul>   | INFORMATION |
| 6. Standing Reports (5 mins) <ul style="list-style-type: none"> <li>• Student Report – Manny Rodriguez &amp; Lucy Medina</li> <li>• Facilities Report – Shannon Kaveney</li> <li>• Safety &amp; Security – Lt. Mike Jensen</li> <li>• Risk Management – Don Maus</li> </ul>                                 | INFORMATION |
| 7. Accreditation – Monica Zarske (5 mins)   | INFORMATION |
| 8. Old Business <ul style="list-style-type: none"> <li>• <a href="#">Goal Setting Template Update</a> – Bart Hoffman</li> <li>• Campus Maintenance Subcommittee <ul style="list-style-type: none"> <li>➤ <a href="#">Participatory Governance Handbook</a></li> </ul> </li> <li>• DMC Relocation</li> </ul> | ACTION      |
| 9. New Business <ul style="list-style-type: none"> <li>• <a href="#">District Safety Special Event Form</a></li> <li>• December 17, 2024 Facilities &amp; Safety Committee Meeting</li> </ul>   | ACTION      |
| 10. Future Agenda Items <ul style="list-style-type: none"> <li>• Key Access Issues</li> <li>• Review Accreditation Standards</li> <li>• Total Cost of Ownership of Facilities</li> </ul>  | INFORMATION |
| <b>Next Meeting: December 17, 2024</b>  | INFORMATION |

***Santa Ana College Mission Statement:*** Santa Ana College inspires, transforms, and empowers a diverse community of learners.

**Facilities & Safety Committee  
AY 24-25**

**Membership**

- VP, Admin Services Co-Chair or voting alternate - Bart Hoffman
- Faculty Co-Chair – Suzanne Freeman
- VP, Academic Affairs or voting alternate – Jeff Lamb
- VP, Student Services or voting alternate – Vaniethia Hubbard
- VP, Continuing Education or voting alternate – Nicole Gallegos
- Assoc. Dean, DSPS – Krystle Taylor
- Director, Physical Plant & Facilities – Shannon Kaveney
- Director, Auxiliary Services – Jennie Adams
- **2 Additional Administrators** – Bill Reardon and Kristi Blackburn
- **6 Academic Senate Reps** (3 appointed in even years and 3 in odd years) –  
Rashida Mosley  
Darren Hostetter  
Alejandro Moreno  
Nicole Patch  
Marty Rudd  
Monica Zarske
- **Up to 2 Faculty Representatives from the Campus Maintenance Subcommittee** – item to be addressed in upcoming meeting and added to agenda
- Up to 3 Classified Reps – Liliana Oropeza
- District Safety & Security Rep – Lt. Michael Jensen
- Risk Management Rep – Don Maus
- **Health and Wellness Rep – TBD**
- CSEA Representative – Mark Ou
- Student Representative: Manny Rodriguez & Lucy Medina

**Facilities & Safety Committee  
Meeting Schedule**

AY 24-25  
(1:30pm – 3:00pm)

**Sept. 17, 2024**

- Review Committee Goals
- Membership for Current Academic Year

**Oct. 15, 2024**

**Nov. 19, 2024**

**Dec. 17, 2024** – recommend cancelling

**Feb. 18, 2025**

**Mar. 18, 2025**

**Apr. 15, 2025**

- Total Cost of Ownership
- Present Next AY Meeting Schedule

**May 20, 2025**

- Approval of Meeting Schedule
- Safety and Security Training Calendar