

SAC Facilities and Safety Committee Meeting

September 16, 2025

1:30pm – 3:00pm

[Zoom](#)

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: May 20, 2025	ACTION
4. Action Items <ul style="list-style-type: none"> Membership for Current Academic Year 	ACTION
5. Facility Planning, Construction and District Support Services Reports – Carri Matsumoto <ul style="list-style-type: none"> SAC Projects Update 	INFORMATION
6. Standing Reports (5 mins) <ul style="list-style-type: none"> Student Report – Sarah Martinez Morales & Vinh Nguyen Facilities Report – Shannon Kaveney Safety & Security – Lt. Mike Jensen Risk Management – Don Maus 	INFORMATION
7. Accreditation – Monica Zarske (5 mins)	INFORMATION
8. Unfinished Business <ul style="list-style-type: none"> Panic Button Update – Sgt. Don Voght Safety & Security Training Calendar – Sgt. Bob Simmons Goals Setting Template Update – Dr. Bart Hoffman Campus Maintenance Subcommittee Status – Dr. Bart Hoffman 	ACTION
9. New Business <ul style="list-style-type: none"> Custodial Staffing, Maintenance Issues, and Building Safety (Building I) – Dr. Bart Hoffman Fire Watch Status and Suppression System Deficiencies (Building A) – Dr. Bart Hoffman The Great ShakeOut (October 16, 2025) – Sgt. Don Voght 	ACTION
10. Future Agenda Items <ul style="list-style-type: none"> Key Access Issues 	INFORMATION
Next Meeting: October 21, 2025	INFORMATION

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

**Facilities & Safety Committee
Academic Year 2025 – 2026**

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 (Matt Valerius)** and **Kristi Blackburn**
- 6 Academic Senate Reps (3 appointed in even years and 3 in odd years) –
Zach Diamond
Heather Gillette
Darren Hostetter
Dawn McKenna
Alejandro Moreno
Nicole Patch
- 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 –
- District Safety & Security Rep – **Lt. Michael Jensen**
- Risk Management Rep – **Don Maus**
- Health and Wellness Rep – **TBD**
- CSEA Representative – **Mark Ou**
- Student Representative – **Sarah Martinez Morales and Vinh Nguyen**

**Facilities & Safety Committee
Meeting Schedule**

Academic Year 2025 – 2026
(1:30pm – 3:00pm)

Sept. 16, 2025

- Review Committee Goals
- Membership for Current Academic Year

Oct. 21, 2025

Nov. 18, 2025

Dec. 16, 2025 – recommend cancelling

Feb. 17, 2026

Mar. 17, 2026

Apr. 21, 2026

- Total Cost of Ownership
- Present Next Academic Year Meeting Schedule

May 19, 2026

- Approval of Meeting Schedule
- Safety and Security Training Calendar