



**SAC FACILITIES MEETING  
MINUTES – APRIL 19, 2016  
1:30P.M. – 3:00P.M.**

Approved 5/17/2016

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Administrators		Academic Senate		CSEA	
Michael Collins, Co-chair	Rhonda Langston	Dietrich Kanzler(a)	Susan Sherod	Sarah Salas	Mike Turrentine
Bart Hoffman(a)	Christine Leon	Brian Kehlenbach, Co-chair	Valinda Tivenan(a)		Maria Taylor(a)
Nilo Lipiz(a)	Mark Wheeler	George Moore	John Zarske	<b>District Liaison</b>	
Eve Kikawa(a)				Carri Matsumoto	
				Darryl Taylor	
Guests				<b>Campus Safety &amp; Security</b>	
Matt Schoeneman				Mike Colver	
				<b>ASG Representative</b>	
				Darlene Zepeda-Field	
<b>1. WELCOME AND INTRODUCTIONS</b>					
	Self-Introductions were made.			Meeting called to order – 1:32p.m. Adjourned at 3:05p.m.	
<b>2. PUBLIC COMMENTS</b>					
	The following public comments were noted:  Concern regarding the noise level of the hand dryers in the restrooms in Dunlap.  Non-functioning light poles on campus were discussed.			<b>FOLLOW UPS</b>  Potential solutions will be researched and brought back to the membership.  Project Manager Matt Schoeneman will look into the identified non-functioning light poles.	
<b>3. MINUTES</b>					
	<b>DISCUSSION/COMMENTS</b> The March 15 meeting minutes were presented for approval.			<b>ACTIONS/ FOLLOW UPS</b> <b>ACTION</b> Motion was moved by M. Wheeler to approve the October 20, 2015 Facilities committee minutes as presented. 2 <sup>nd</sup> – Darlene Zepeda-Field The motion carried unanimously.	
<b>4. PROJECT UPDATES</b>					
	<b>DISCUSSION/COMMENTS</b> Carrie Matsumoto provided the Measure E and Q bond project updates • Chavez Hall renovation			<b>ACTIONS/ FOLLOW UPS</b>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> <li>o A budget will be developed once the scope of work is determined. Members were advised that the cost most likely will be in the millions.</li> <li>o There was continued discussion regarding the moisture issue in the building.</li> <li>o Potential solutions will be discussed and brought back to the committee.</li> <li>o Until a solution is determined the building will continue to have air samplings and environmental analysis conducted to ensure the safety of students, faculty and staff.</li> <li>• Temporary Village – Phase 2 <ul style="list-style-type: none"> <li>o Ms. Matsumoto noted that she understands there has been some growth and added work areas that occurred after her walk through. Once the project closes, her team would like to revisit with the end users to find some solutions.</li> <li>o The Village 300 portables are non-occupied leased facilities. <ul style="list-style-type: none"> <li>▪ Classes are not to be schedule in these portables. This area has been identified as swing space to provide some flexibility if needed.</li> </ul> </li> <li>o The district is potentially negotiating an extension.</li> </ul> </li> <li>• Dr. Collins noted that he is actively working with Dr. Lundquist on identifying the signage needs in the Village.</li> <li>• Bristol Street Sidewalk Improvement.</li> <li>• Central Plant and Infrastructure <ul style="list-style-type: none"> <li>o Members were advised the project is tracking behind schedule due to unforeseen circumstances.</li> <li>o The Phase 5 work and the demolition of the Johnson Center will now coincide at the same time due to the delay. The district is assessing holding off on the Johnson demo due to the impact of all the work in the same location. Ms. Matsumoto shared her appreciation for the college’s patience with the challenges presented as projects move forward however noted the importance of taking appropriate assessment of the impact to the faculty, students and staff each step along the way.</li> <li>o Matt Schoeneman provided an overview of the Central Plant project phases. <ul style="list-style-type: none"> <li>▪ In regards to Phase 4, he noted that once the logistics of the phase are confirmed, notifications will go out and the end users will be updated before hand.</li> </ul> </li> </ul> </li> <li>• Johnson demolition</li> <li>• Johnson Student Center</li> <li>• Science Center</li> <li>• 17<sup>th</sup> and Bristol surface parking lot</li> </ul> <p><b>SCHEDULED MAINTENANCE PROJECTS</b></p> <p>Carri Matsumoto provided updates on Scheduled Maintenance projects.</p> <ul style="list-style-type: none"> <li>• There was a status update inquiry on the door lock hardware upgrade study. Ms. Matsumoto reported that Alistair Winter was looking for solicitations for FRPs districtwide to do an assessment. Members were advised that one RFP went out however a full scope of work was not received. Facilities Planning will be working with Alistair to see that another RFP gets out.</li> </ul>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>PROP 39 PROJECTS</b>  Projects are going well. In the process of wrapping up Years 2 and 3. The district is in the middle of applications for Year 4. Year 4 projects are for the EMS upgrade for OCSA and DMC.</p>	
<b>5. Standing Reports</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
<b>HEPSS (Health, Emergency Preparedness, Sa and Security)Task Force</b>	<ul style="list-style-type: none"> <li>• No report</li> </ul>	
<b>Facilities Report</b>	Mark Wheeler, facilities manager, presented a report on SAC facilities team activities, work order requests and completion, and planned work ahead on campus.	
<b>Environmental Task Force</b>	Susan Sherod updated the membership regarding Teaching Old Buildings New Tricks via email. In addition, she provided a brief overview at the meeting.	
<b>6. Old Business</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
<b>7. New Business</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p><b>15/16 Committee Goals</b>  Members discussed the committee goals and moved to adopt the 14/15 committee goals as the Committee Goals for 15/16.</p>	<p><b>ACTION</b>  Motion was moved by J. Zarske to approve the 14/15 Committee Goals as the Committee Goals for 15/16.  2<sup>nd</sup> – S. Sherod  The motion carried unanimously.</p>
<b>8. Accreditation</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	Members were advised of the College Council Integrated Planning workshop. Dr. Collins noted that the integration of the Facilities Master Plan (FMP) and the Educational Master Plan (EMP) was discussed. Members were advised that updates to the FMP are made when changes to the EMP occur. Currently the EMP needs to be updated which may result to changes to the FMP. Members were reminded about the importance of the college staying in alignment with their planning documents.	
<b>9. Other</b>	<b>DISCUSSION/COMMENTS</b>	<b>ACTIONS/ FOLLOW UPS</b>
	<p>There was an inquiry on the tree replacement process for the campus. Ms. Matsumoto noted that a brief presentation will take place at the SAC Sustainapalooza event.</p> <p>It was noted that the college is exploring other options for Commencement. Eddie West field is not available due to construction.</p> <p>A concern was noted regarding no hot water in the 200 Village portables restrooms. Mark Wheeler will review the concern.</p> <p>On behalf of the library, Ms. Zepeda-Field shared information regarding the Book of the Year, Spare Parts and Poetry month.</p> <p>Members were reminded about the upcoming Sustainapalooza event.</p> <p><b><u>Future Agenda items</u></b></p> <ul style="list-style-type: none"> <li>• Tree Replacement update  Ms. Matsumoto will provide a tree replacement presentation to the membership next month.</li> </ul>	

Other (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> <li>• Parking, Improvements and what is still needed.               <ul style="list-style-type: none"> <li>○ How many faculty/staff parking spaces on campus?</li> <li>○ How many faculty/staff have move to the Village?</li> <li>○ Review the traffic and vehicular survey done by the district to determine what the true loading is. – Carri Matsumoto</li> </ul> </li> <li>• Electric Car Parking in Lot 1 – Mark Wheeler</li> <li>• Student Bike Parking – Darlene Zepeda-Field</li> </ul>	

SUBMITTED BY Geni Lusk 5/10/2016