



SAC FACILITIES MEETING
MINUTES – FEBRUARY 17, 2009
1:30P.M. – 3:00P.M.

Approved 3/17/09

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

Norm Fujimoto (a)
 Stephanie Fondren (a)
 Paul Foster, Co chair
 Rhonda Langston (a)
 Sara Lundquist (a)
 Mike Mugica
 Ed Ripley(a)
 Maria Sugranes(a)
 Sylvia Turner

Academic Senate

Monica Collins
 Ray Hicks
 Cathie Shaffer
 Valinda Tivenan
 Karen Warner(a)
 John Zarske, Faculty Co-chair

CSEA

Sarah Salas
 Sean Small (a)

Guests

Luis Dorado
 Davis Nguyen

Student Representation

Asunta Lourthu (a)

District Liaison

Darryl Odum (a)

Campus Safety & Security

James Wooley

1. WELCOME AND INTRODUCTIONS		
	Self- Introductions were made.	Meeting called to order – 1:35 p.m.
2. MINUTES	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
Approval of Minutes – 11/18/08		Motion to approve minutes (Wooley/Mugica) The minutes were unanimously approved.
3. STANDING REPORTS		
SAC Project Updates Paul Foster	Darryl Odum was not able to make today's meeting. Paul provided a brief update: ■ Classroom Building I: Electric, plumbing & HVAC have passed inspection, furniture has been delivered, AV equipment will be installed shortly. Lights will be installed on the exterior on the south side of building. The architect is trying to determine why cracks are appearing in the drywall in the hallways. ■ M&O Building: Rough electric, plumbing, and HVAC are complete. The project is behind schedule due to recent rains. The question was asked about how information is disseminated to SAC users; i.e. when changes are made.	
SAC Update Mike Mugica	■ Work Orders: 113 completed from Jan 1 - Feb 12. Some of the larger projects include removing the engine oven from the automotive and removing the trip hazard around the cork oak tree in the mall.	

3. STANDING REPORTS (cont.)		
	<p>■ Tobacco Free: A slow transition is beginning this spring with a soft enforcement. Ashtrays and signage options are being evaluated.</p> <p>■ Parking: Parking is a problem again this spring. Bristol Marketplace security officers are enforcing their no-parking restrictions. Students call expect to pay a \$300 towing charge. We've tried to rent spaces from the property manager, with no success.</p>	
<p>Scheduled Maintenance Paul Foster</p>	<p>■ Fire Alarm Project is slightly behind schedule. Crews focused on L and R during our winter break. Doors have been left unlocked and ladders are missing from Phillips Hall. Workers have also been overheard using foul and inappropriate language.</p> <p>■ Diesel and Welding Exhaust Upgrades: Projects will be expected to be completed during spring break. The K building will be receiving an electrical upgrade.</p> <p>■ Cesar Chavez UPS Upgrade: The Un-Interrupted Power Supply (UPS) was upgraded during the MLK holiday weekend. This was a necessary preliminary step for the new phone system.</p>	
<p>Safety Committee John Zarske</p>	<p>■ Flex Day Event: Most comments were positive. Survey results will be available for review at our March meeting</p> <p>■ Tactile map: Jane Mathis is working with SCC. Grant money exists for the maps but the colleges will have to pay for pedestals.</p> <p>■ ADA Signage: Upgrading restroom signage has been stalled due to the current budget situation.</p> <p>■ Spring Evacuation Drill: Details are being developed; earthquake or fire. Drill is planned for April and will be conducted both during the day and during the evening.</p> <p>■ Crime Report:</p> <p>■ Emergency lights: Deficiencies identified during the test last September are being corrected.</p> <p>■ POD: SAC has agreed to be a Point of Dispensing (POD) site for the October training exercise. Up to 1500 Flu shots are expected to be given by the County of Orange Health Dept. in two hours. Our nursing students will participate. A planning meeting is scheduled for March 4th. The possibility of speed bumps is being discussed.</p>	<p>Action: Paul will provide the survey results for the Spring Flex Day event at the March meeting.</p>

4. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
Energy Savings/Room Temperature Update Mike Mugica	Mike is working with Terry Gilstrap at the district who maintains our Energy Management System (EMS). Many buildings were shut down during the winter break, which will result in energy savings.	

Meeting adjourned – 3:00p.m.
Next Meeting – April 21, 2008
SAC Foundation Board Room