



**Measure E Taskforce Meeting**  
**October 5, 2011**  
**1:00pm – 3:00pm**  
**Founders Hall 252**

## **AGENDA**

- A. Introductions**
- B. 9/9/11 and 9/21/11 Measure E Taskforce Minutes**
- C. Expectations of Outcomes**
- D. Open Forum – 3 *minutes per speaker* (Total 15 minutes)**
- E. Program Review and Criteria**
- F. Vacated Space Request Compilation**
- G. Measure E Budget Reconciliation**
- H. Adjournment**

**Modesto Junior College**  
Measure E Task Force Meeting  
Meeting Summary  
**Wednesday, October 5, 2011**  
**1:00pm-3:00pm**  
**Founders Hall 252**

**Measure E Taskforce Members**

**Present:**

Jenni Abbott  
Mark Anglin  
Francisco Banuelos  
Melissa Beach  
*Patrick Bettencourt*  
George Boodrookas  
*Marsha Calbreath*  
*Larry Calderon*  
*Iris Carroll*  
Becky Crow  
Ellen Dambrosio  
Lorena Dorn  
Michael Guerra  
Antoinette Herrera  
*Lloyd Jackson*  
Matt Kennedy  
*Carol LaRosa*  
Brian Larson  
Maurice McKinnon  
Pedro Mendez  
*Audrey Mills*  
Tim Nesmith  
*Elizabeth Orozco-Wittke*  
Martha Robles  
Brian Sanders  
Elaine Schuber  
Brian Sinclair  
Sherri Suarez  
Sandy Vanwey  
Nadia Vartan  
John Zamora

**Absent:**

Mike Sundquist

*MEETING BEGINS: 1:05pm*

**A. Introductions**

President Larry Calderon welcomed Mr. Michael Guerra, Vice President of College Administrative Services to MJC and the Measure E Taskforce, assuring with Michael Guerra's past experience and leadership, he is definitely up to the task at hand! All members introduced themselves and welcomed him.

**B. 9/9/11 and 9/21/11 Measure E Taskforce Minutes**

**1. Meeting Summary from September 9, 2011** – Sandy Vanwey noted the area addressing "people were not aware of the Science Community Center..." in the minutes, and stated "the Facilities

Committee recommended that the Science Community Center and Science Outdoor Ed be approved in the 7/10/08 minutes and the Science Outdoor Ed was mentioned again in the 10/9/09 minutes and she wanted this notated. John Zamora moved to approve the minutes with suggested additions and Pedro Mendez seconded. All present unanimously approved the 9/9/11 minutes.

**2. Meeting Summary from September 21, 2011** – On 2<sup>nd</sup> page of minutes, “High Tech Center” should be “Science Community Center”; add High Tech Center is locked in at \$16 million; and add that Science Community Center is locked in at \$70 million.

**C. Expectations of Outcomes** – Larry Calderon stated the “Vacated Space Requests” are a work in progress and promised all side notes (explaining reason for need, square footage, services provided, etc.) will be considered. We have now reached consensus on the reconciled budget for Measure E projects and that has been communicated to the Chancellor, YCCD Board and CBOC (Citizens Bond Oversight Committee;) and as of now the dollar amounts on the budget stands. He stated that the Facilities Committee, CBOC and this taskforce reports progress reports on all projects. The challenge now is to determine the priorities. At the top of the list, are the “homeless” groups that are now leasing, with leases running out and/or in temporary locations. He added that he was very appreciative to Michael Guerra for pointing out that all space needs must be included in our program review.

Michael Guerra stated the desired outcome for today is identifying spaces with immediate need. He invited all members present to speak on their Space Requests, open-forum style.

**D. Open Forum -3 minutes per speaker (Total 15 minutes)**

1. Maurice McKinnon said she is not sure that all areas are engaged in program review in regards to space/projects.
2. Becky Crow was told not to participate in program review as she is district not MJC and Michael Guerra said that is understandable.
3. George Boodrookas suggested we use the “Vacated Space Request”, copy and paste those needs into your program review. Perhaps we should place these needs in the administrative unit area of our program review.

**E. Program Review and Criteria** – Michael Guerra stated he would like to talk about program review as this is a resource request and we must identify space. The requests should be consistent and if someone is requesting additional space there must be sufficient rationale. He reminded folks that it is an Accreditation requirement to do resource allocation and program review. Brian Sanders stated the due date for program review is next week and changing the rules at this point will make most people unhappy. Michael Guerra said he realizes this and what he wants to accomplish is identifying projects needing spaces. The voters are paying for this and we have a responsibility to address and accomplish these tasks for our students and community.

**F. Vacated Space Request Compilation** – George Boodrookas listed areas on the board with upcoming lease expirations and areas needing relocation due to dilapidating buildings or being presently housed in temporary locations. He stated we should look at the alternatives they proposed and note overlaps for today and reconcile at a future meeting. Tim Nesmith stated MICL, Receiving, El Capitan and \_\_\_\_\_ are old buildings that should be demolished if there is enough funding to do so. Martha Robles suggested we look at what is available and viable now, as we discussed this at a past meeting, so why not start there? Members agreed.

#### **Areas With Expiring Leases**

Community Ed – 5800 sq. ft., \$36k for 6 mo., expires December 2011

Campus Safety – 2600 sq. ft., \$18k per year, expires June 2012

Technology Services – Stoddard/9<sup>th</sup> Street, 3828 sq ft, \$75k per year, expires May 2013

Technology Services Storage – 9<sup>th</sup> Street, 1740 sq. ft., expires May 2013

MJC Storage – 9<sup>th</sup> Street, 2000 sq. ft., expires May 2013

## **Misplaced Areas Needing Relocation**

MICL

Tech Ed & Workforce Development

Career Center

Integrated Learning Center

Special Funded Programs Computer Lab & Student Support Services Program

Technology Services

Campus Safety

Community Education

## **Options**

Technology Services – proposal for El Capitan, just using left side of offices. There is another potential for Technology Services in the Electronics Building, with Electronics 109, 114, 116; which is approximately 14,000 sq. ft. for a 5-6,000 sq. ft. area. Lab 107 is proposed for storage space for Technology Services. They are not vacating until Fall 2013. Monetary needs include pulling classrooms out. Nadia Vartan stated they need to be able to drive a forklift into their storage area and this would NOT be possible in Electronics Lab 107. She said that is fine and if they need to split their storage from their workplace that is ok, but please keep them both on the same campus.

Community Education – proposal for 2<sup>nd</sup> floor of Muir Hall, Rooms 265, 260, 259, 259E & 259D and to share space with Tech Ed and Workforce Development (Pedro Mendez) for Muir Hall Rooms 255 and 264. George Boodrookas stated there does not appear to be competing areas and no cost to Measure E.

Technical Education & Workforce Development – proposal for taking a portion of what Allied Health used to use for Tech Ed: 258 U, F, Q, G, R, H, S, E, I, T, J, V, W, X and 256, 251 and 257 for conference rooms; 258Y for storage (it is presently a hallway); 251, 261, 264 and 255 to share with Community Ed. In addition, 258 P Office and priority classroom designated as PE for PE.)

Campus Safety/EOC Center – proposal for Journalism Building. Becky Crow provided a floor plan for Journalism Building to include Campus Safety, EOC Center and East Campus Counter. When she first arrived in 2007 there was no presence on East Campus for Campus Safety to represent students. Presently they are located in the student rotunda in the Student Center. When the Student Center remodel took place, her department relocated to 9<sup>th</sup> street. As NIMS/SIMS/EOC evolved, her department purchased this rental space to accommodate those needs and trainings. She furnished it for work and EOC Center. She has no budget for renovations.

Special Funded Programs Computer Lab & Student Support Services Program – proposal for Journalism Building. Francisco Banuelos has requested this space and to keep Disability Services where it currently resides in Journalism building. He is requesting to stay in this area and expand it with the rest of his area's services to accommodate testing, current resource plan and mobility issues for disabled students. He's observed the DSPS operations and the request to leave DSPS where it is will have no cost. Carol LaRosa explained further rationale regarding disabled student's needs, travelling around the campus for those needs vs. staying in one location: the Journalism Building and that by adding Special Funded Programs Computer Lab and Student Support Services program to this building, there is no additional funding needed. Taskforce members agreed to revisit this proposal with the new Vice President of Student Services, as she arrives this week.

Technology Services Storage Area – unresolved at this time.

Integrated Learning Center – What can be accomplished with the \$9.5 million budget for this project? Matt Kennedy stated as he did in a past meeting, they could stay with the original/older plan.

Questions arose on the West Campus Bookstore and that will remain a Bookstore. Question arose if Muir Hall first floor is in use and 161 and 162 Foods Labs are presently in use, but not sure of their future use.

Michael Guerra suggested areas use their last year's program review's data to document space requests and include in their present program reviews due next week. Members present requested he send the document to managers and he confirmed he would send the "Vacated Space Request Compilation" report to Student Services and Instruction Office VP's and Teresa Scott. He will address the management group and tell them to include their space requests in program review by next Friday's deadline. They should include what has to be done, what would be nice and what they consider their "future dreams."

**George Boodrookas stressed that Community Education needs an answer on what rooms will be used for classes by 10/17/11, as they send out their class schedules mid-November. He asked the taskforce to please keep this in consideration.** Measure E Taskforce members and guests present agreed to move forward for Community Education to occupy the 2<sup>nd</sup> floor Muir Hall rooms listed above with note: if something is already scheduled, they will work around it.

Brian Sanders stated that it makes sense to incorporate facilities requests into program review. The goal is to demonstrate the college's commitment to integrated planning and resource allocation, with facilities needs tied to the college's strategic goals and assessment of outcomes.

Please note there is mutual interest in Portable 1 for YFA & Academic Senate and Wawona, if needed during the Library remodel.

### **G. Adjournment**

*MEETING ADJOURNED: 3:40pm*  
Reported by Melissa Beach

**NEXT MEETING – October 12, 2011, 1:00pm – 3:00m, Founders Hall 252**