

**Modesto Junior College**  
**Facilities Council Meeting**  
 Meeting Summary  
**March 18, 2013**  
**2:30pm-4:30pm**  
**Sierra 204**

**CDAC Charge:** The charge of the Campus Development Advisory Committee is to provide input and monitor activities and changes related to the physical plant and grounds of the college to ensure a healthy, safe, and aesthetically pleasing environment. The committee will make recommendations to the President, and the decisions and information will be made available to the campus community.

**MJC Facilities/Capital Construction Charge:** Reporting to the College President and convened by the Vice President of Administrative Services, this advisory committee analyzes and prioritizes all capital projects including remodels and new construction.

<b>Committee Member</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Michael Guerra	Chair, Vice President of College & Administrative Services	X	
Mark Anglin	Agriculture Project's Workgroup Chair	X	
Mel Ainsworth	Network Analyst, Information Technology		X
Francisco Banuelos	ADA Coordinator	X	
Melissa Beach	Recorder	X	
Patrick Bettencourt	Allied Health/Family & Consumer Sciences Dean		X
Becky Crow	Campus Safety		X
Laura Dyrssen	ASMJC Rep	X	
Lazaro Garcia	ASMJC Rep	X	
Cecilia Hudelson Putnam	Business, Behavioral Social Sciences		X
Lloyd Jackson	Campus Safety	X	
Bill Kaiser	Softball Field Workgroup Chair	X	
Dave Keener	Facilities Planning & Operations		X
Matt Kennedy	Kitchell	X	
Erik Klevmyr	Classified Representative		X
Ken Meidl	Science Community Center Workgroup Chair		X
John Mendes	Ag Dept.		X
Pedro Mendez	Technical Education	X	
Audrey Mills	Kitchell	X	
Tim Nesmith	Infrastructure/Loop Road Workgroup Chair		X
Dorothy Pimentel	Risk Management	X	
Martha Robles	Student Services Building, Co-Chair		X
Brian Sanders	Founders Hall Modernization	X	
Elaine Schuber	Allied Health, Co-Chair		X
Brian Sinclair	High Tech Center, Co-Chair Nadia Vartan, Director of Media & Information Technology		X
Doug Smith	CDAC Faculty member		X
Sherri Suarez	Facilities/Events Coordinator		X
Mike Sundquist	Performing, Media and Arts Center Workgroup Chair		X
Brenda Thames	Student Services Building Workgroup Chair		X
Sandy Vanwey	Science Community Co-Chair		X
Nadia Vartan	Technology Services		X
John Zamora	Founders Hall and High Tech Center, Co-Chair		X

**Guest**

Kevin Sabo	Kevin Sabo, ASMJC President
Andrew Campbell	Andrew Campbell, ASMJC
Victor Costa	ASMJC

Doug Dyrssen	ASMJC
Linda Ferns	Linda Ferns Designs
Christine Serrano	Administrative Specialist, Student Development
Mike Sharif	ASMJC
James Varble	ASMJC

*MEETING BEGINS: 2:35pm*

**DISCUSSION ITEMS:**

1. **12/10/12 & 11/26/12 CDFAC Minutes** – Unanimously approved.
2. **MJC Health & Safety Sub-committee Discussion** – Lloyd Jackson provided a draft handout of a Health & Safety Committee charge, membership and reporting requirements which would be fostering health and safety on campus. It will be a 2 year membership. The new Injury & Illness Plan and OSHA require we have this committee and it will be a sub-committee of the Facilities Council. Columbia College has this committee. The membership will be discussed at their first meeting. Mark Anglin made motion to approve the Health & Safety Committee as a subset of this committee and it was unanimously approved.
3. **Fireside Lounge** – Laura Dyrssen stated it was requested to bring the Fireside Lounge back on the Facilities agenda by Francisco Banuelos. She said this remodel was originally brought to CDFAC where an official vote was obtained twice, because there was no quorum at the first meeting. She said several questions came up which they answered and then it went to College Council and the renovation of Fireside Lounge was approved. Christine Serrano showed a diagramed poster stating there were 40 seats. She showed that the proposal was only bolting half of the room. ASMJC feels that bolting the furniture eliminates hoarders and tables to be moved into other areas and the floor being ruined. Michael Guerra said he didn't want to bring this here for a debate, as a vote creates winners and losers. He doesn't want to hold up students from using the furnished facility. He also noted that Facilities Operations' representatives were both absent from the meeting and would need to be included in that decision due to their function. Brian Sanders shared about a lecture room above the planetarium on the 3<sup>rd</sup> floor of the new Science Community Center that has the best views. He said he envisions this room to be scheduled for some special gatherings, receptions, etc. and he had initially thought about bolting down some furnishings; however, he realized that completely limited the use in all ways of that room, so he chose to keep it flexible. Kevin Sabo said as of now there is no area at MJC designated for student use only. ASMJC has lots of funding and they have used lots of their funding on Fireside Lounge and many other college events and needs. In the past, the Fireside Lounge was 'said' to belong to the students and then when they try to access it, it's locked. Kevin S. stated it needs to be a student lounge and be used that way or it needs to be renamed. Over \$100,000 student funds have been used on that room. Kevin S. said he's already received many requests from different departments to use the Fireside Lounge for their non-student events. James Varble cited Ed Code Section 76375 regarding student center fees and CA Law and shared his disappointment stating they went through a process for approval on the remodel. Michael G. agreed that several meetings were held where the Fireside remodel was brought forward, addressed and questions were answered; however, there was never any mention of bolting down the furniture at CDFAC meetings or College Council. We have looked through all meeting notes and it was never mentioned by the designer Laura Fern in her presentations either.

Brian S. suggested students do temporary bolting of furniture. This was what they ended up using in the new Science Community Center; a flush-locking system that cannot be moved. The students stated regardless of bolting the furniture, the new floor is already down. To install a locking device would ruin this new flooring...not a quorum for a vote. Michael G. asked committee members if we could make a movement to get the furniture moved in and placed into Fireside Lounge and asked what was the position of ASMJC. Unfortunately, we did not have enough voting members present to make quorum. Kevin Sabo stated he feels we have taken a vote on the Fireside Lounge, there is no place on campus for students and he wants the furniture bolted and would like the Facilities Council to support them in doing so. A lengthy discussion was held on rules being in place, the remodel being approved and now questioned; that Facilities Operations is not gentle when moving their furniture around for cleaning; that stripping the floor would never take place with the floor they chose; therefore it only requires mopping with soap and water, etc. Doug Dyrssen argued that in their presentations of the Fireside Remodel they might not have told every detail like what color blue they would paint the wall, if it would be striped, etc., and a couple members disagreed that Laura Fern did disclose the metal that would be used on fireplace and showed samples of the color as well as pictures and Dorothy Pimentel again mentioned that the bolting of furniture was never mentioned at previous meetings for approval.

Michael G. suggested that he and Kevin Sabo meet and bring back a draft MOU regarding usage of the Fireside Lounge/Student Center to the next Facilities Council meeting. Doug D. agreed there needs to be an MOU giving space to students; whether other functions can even be held in that space; however he said he doesn't see MJC follow MOU's. Mike Sharif repeated that this plan was already approved by College Council and there should be a timely objection complaint. However, there was no mentioning of bolting furniture in the plan. Francisco Banuelos did the paperwork today to have furniture moved into the Fireside Lounge. Michael G. will work with Kevin S. to get this resolved.

4. **Committee Assessment** – Michael G. explained in the beginning we brought 2 committees together. The CDAC (Campus Development Advisory Committee) and the MJC Facilities/Capital Construction Advisory Committee. He would like to condense the membership to a more manageable number, as currently there are 40+ members. We will bring some samples of assessment, structure, criteria and timelines on developing a committee to our next meeting.
5. **West Campus Stoplight** – Matt Kennedy stated the intersection at Blue Gum and Pritchard which is the main entry to West Campus in unsignalized. A traffic analysis was performed determining it to be unsafe to pedestrians. They took this to the City of Modesto and proposed a traffic signal at that location. The City said it didn't meet the criteria for a stoplight at that location, so District offered to pay for the stoplight if the City would allow it and the City approved. They are presently designing the intersection and just completed the engineering of it. The streets belong to the City. The delay will be getting approval on process from the City.
6. **Measure E Project Updates** – A spreadsheet showing all Measure E projects and their status was handed out to committee members (see attached). Matt K. stated the back of the Science Community Center building is now landscaped.
7. **President's Facilities Secondary Effects Taskforce Verbal Report** – Michael G. reported that Pedro Mendez has been very helpful with his Logistics programs and help with resources contracting out for Logistics/Warehouse training. The storage unit is a month-to-month rental with PMZ and they will work with us but we could receive a 30-day notice at any time. Michael G. stated we also need to keep MICL on our minds as they have been promised space on Campus and decent parking and are currently holding classes in a dilapidating unrepairable building. We need to find them a new location and take those buildings offline. Michael G. is touring the MICL and El Capitan buildings with Jill Stearns and Susan Kincade on Friday, 3/22/13.

Kevin S. said he has been receiving a lot of questions lately on the Science Community Center regarding lots of plans being removed from the project. He wanted to know when and how this happened and when the decisions were made. Michael G. explained that there have been several presidents in place since the Measure E bond passed and plans were being made. Mark Anglin explained that money was given and taken away over and over again through the planning, construction and ending phases of projects. The Outdoor Education Center has not been denied, however and is being deferred until assessment can be done to see if we can maintain it. The Outdoor Education Center needs a person to take care of everything. Kevin S. asked if we could have this on the agenda with information for the next meeting. Another student asked if we knew the cost of the project and we did not have the cost at this time. Matt Kennedy can provide an estimate.

8. **CDAC Updates:** Michael G. requested in the future for all CDAC reports to be written in advance and emailed to be placed on the agenda prior to the actual meeting to save time/provide information in advance for discussion.

ADA Issues – Francisco B. stated the ADA committee meets monthly and has been reviewing potential facility issues. MJC needs a transition plan as all institutions need this plan to address access and barriers. Currently they are assessing barriers, for example, elevators. They do walk-throughs of all buildings and report out to make the transition plan. He's been reviewing transition plans of other colleges. Dorothy P. said Francisco B. may want to speak to Tim Nesmith on this, as we already have a transition plan. Francisco B. stated that he had talked with Tim N. and our plan is very outdated. Dorothy P. stated she could bring in ASCIP to help on the plan. Kevin S. asked Francisco B. what student sits on the committee and currently there is not one. Francisco will work with ASMJC to identify a student representative. Francisco B. stated that a student fell in the baseball stadium. Francisco visited the baseball stadium and expressed concerns with the unlevelled dirt walk ways. He added the number of student complaints regarding the front door to Disability Services is not automatic so many students with disabilities are unable to get in. They did have an OCR issue that just got cleared, but expressed concerns to accessing the Disability Services Office. It costs \$5000-\$7000 to install automatic doors.

Facilities Update – No report due to absence.

Facilities Planning – No report due to absence.

Scheduled Maintenance Projects – No report due to absence.

Recycling – No report due to absence.

Risk Management – Dorothy P. stated she is currently conducting new employee orientations.

Campus Safety / Parking & Traffic Issues – Lloyd Jackson stated they are looking at current parking lot usage now. He mentioned underused lots like Lot 107, Kruse Lucas, etc. Lloyd J. noted we are up in our disabled parking spaces. All parking on campus, even in unimproved spaces must have parking pass or can be ticketed. The last parking analysis was performed 2 years ago.

9. **Agenda Development** – 1. Fireside Lounge 2. Science Community Center Report; 3. Founders Hall benches; 4. Softball Fencing; 5. Performing & Media Arts Center benches; 6. Hammer Cage-West Campus
10. **Founders Hall Benches** – Bill K. reported there is a request for benches in Founders Hall, as students are sitting on the floor. This request came from BBSS to Facilities Council. We will continue discussion on this item at the next meeting in hopes a Founders Hall/BBSS rep will be present.
11. **Other** – Bill K. stated that he spoke to Dave Keener regarding fencing the Softball field, as there is a desire to start charging for Softball games. Sherri Suarez and Barbi Page would need to be included regarding charging and ticket sales. Brief conversation was held with a lot of questions so Michael G. asked Bill K. to bring back a plan or proposal to better describe this interest at a future meeting.
12. **NEXT MEETING: April 15, 2012, 2:30pm – 4:30pm, FH 134**

*MEETING ADJOURNED:* 4:10pm, Reported by Melissa Beach