

**Modesto Junior College
Facilities Council Meeting
Meeting Summary
February 3, 2014
2:00pm-4:00pm
Electronics 108**

Committee Member	Representing	Present	Absent
Vacant	Chair, Vice President of College & Administrative Services		
John Zamora	Academic Senate Faculty Co-Chair	X	
Francisco Banuelos	ADA Coordinator	X	
Melissa Beach	Recorder		X
Becky Crow	Director, Campus Safety	X	
Jim Howen	Academic Senate Faculty Rep		X
Bill Kaiser	Dean	X	
Dave Keener	Campus Operations Manager, Facilities Operations	X	
Erik Klevmyr	CSAC		X
Tara Luihn	ASMJC Rep		X
Tim Nesmith	Director, Facilities, Planning & Operations	X	
Dale Phillips	YFA Rep		X
Dorothy Pimentel	Risk Management Specialist	X	
Kathy Rau	ASMJC Rep	X	
Alejandro Sabre	Academic Senate Faculty Rep		X
Sherri Suarez	Events/Facilities Coordinator & CSEA Rep	X	
Jeff Swank	Director of Technology (<i>Interim</i>)		X
Angie Vizcarra	CSEA Rep		X

Substitute

Name	Member Substituting For
Jill Stearns	Chair, Vice President of College & Administrative Services
Pat Brennan	Angie Vizcarra, CSEA Rep
Carolyn Hart	Melissa Beach, Recorder

Guest

Name	Position
Mark Anglin	Dean, Ag & Environmental Science
Matt Kennedy	Kitchell

MEETING BEGINS: 2:07pm

CALL TO ORDER

1. Jill Stearns called the meeting to order and welcomed everyone. Carolyn Hart will be the recorder in the absence of Melissa Beach.

APPROVAL OF MINUTES

2. 12/16/13 Facilities Council Minutes for Approval

Action Item:

Motion: Sherri Suarez moved to approve the minutes of December 16, 2013.

Seconded by: Dave Keener

Result: The minutes of December 16, 2013 were approved unanimously.

INFORMATIONAL ITEMS

3. Measure E Project Proposal to YCCD Board of Trustees

Jill Stearns reminded members that the Facilities Council recommended a priority list of currently unfunded projects, College Council approved and the list was forwarded to the Chancellor's Cabinet for consideration. Revisions were made to the project list to conform to past practice and reflect the higher anticipated cost of construction. The Board will consider the full completion of road and walkway projects for which funds have been identified.

The challenge was that roads and parking only make sense when they are packaged together. Therefore, all roads and parking projects were moved up to the top of the list. Cost estimates have increased for all projects which is a reflection of good news in the economy. As projects are closed out, the college will continue the process and go back to the board multiple times. It is estimated that the inflationary rate is about 3%.

4. Repurposing East Campus Library Basement & Morris Memorial

Jill Stearns reported that the space has not been assigned in the basement of the library. Planning is underway for Distance Ed, faculty development lab, and staff specifically related to Distance Ed and Professional Development (no staff currently) will be assigned to the Library basement. A large meeting space will be housed most likely where Duplicating used to be and will accommodate up to 50 participants. One or two smaller meeting spaces will also be housed in the basement. Facilities Council and College Council meetings will move to the Library basement. Academic Senate also needs office and storage space in the basement as well. Classroom space will no longer be available because of limited accessibility of the basement.

In the Morris Building, room 107 will become the entrance into Health Services. The first floor of Morris will be reworked and Community Ed and Workforce Development will be housed together. The Foundation will relocate to the first floor with entry across from room 107 to be more accessible to the older population. The entrance for Community Ed and Workforce Development would be through the inner quad where the Library entrance was. Events/Facilities/Mailroom will be relocated to enter directly from the street into Facilities and it would maintain access to the loading dock.

On the second floor, TRIO and Pre-College programs would share a space. The Center of Excellence has already moved temporarily into conference room B. It is anticipated that Grants will also move into the second floor. Beyond Health Services, that has monies set aside to do an expansion, there is little money available for remodeling. Health Services remodel will likely have to go to DSA as that will be the bigger remodel.

UPDATES

Measure E Project Updates

- Art Patio - Advertising now for bids for construction in May. The bid process takes a while. The Art building will be open during construction but it is a fairly short term project.
- Science Community Center - The GVM exhibits installation is underway. This is a museum quality installation and only a handful of people are working on it. There is no firm date for completion.
- GVM Storage - Currently out to bid. After bid process is complete, it will take 1.5 months to mobilize the site. The whole area behind the Science building will be fenced off and some construction will begin.
- Library project - The Library is in close out activities.
- Interim Housing - The units are still there for interim housing until the North Hall project is complete. When complete, the buildings will go offline and the parking lot will be restored.
- North Hall project - Under construction and nothing out of the ordinary will be seen for a while now that the heavy construction trucks are finished.
- Patterson Educational Site – Under review.
- Turlock Site - Property currently in escrow. There will be a close public review period on the 18th then close out can take place. There is no construction, just land acquisition.

ADA Issues – Francisco Banuelos stated that he had a couple items reported to him. The baseball seating is not accessible for wheelchairs and a person had fallen last year. At the MeWuk area in Child Development, the entry

way is not accessible. Francisco Banuelos will report out at the next meeting after reviewing the sites with Tim Nesmith.

Facilities Update – Dave Keener reported the work on the hammer throw project is in progress. The concrete slab has been poured. It was discovered that there was a hidden crack in a urinal that has been causing a malodorous problem for years in the Ag East Campus men's restroom. The problem was taken care of. Water lines broke over Christmas. They were able to isolate the faucets to the tennis courts, only turning water valve on when necessary to wash down courts. Excavation will eventually take place using our own labor force to remedy the problem. The sprinklers had some timer issues during this period as well.

Facilities Planning – Tim Nesmith reported that the office building is still in design. The traffic signal is in design approval. A lighting project is being developed that is funded by the state (Prop 39 for energy efficient projects) for tennis courts, automotive, machine shop, and parking lots.

Scheduled Maintenance Projects – No changes with the poultry unit roof and HVAC upgrade projects this coming summer.

Memorial Tree Planting – Former Employee – Tim Nesmith reported that Facilities Planning & Operations recently lost a former grounds employee. The family requested that a memorial tree be planted on West Campus in celebration of her life.

Action Item:

Motion: Tim Nesmith moved to approve planting a memorial tree in the west campus arboretum.

Seconded by: Sherri Suarez

Result: The motion was approved unanimously.

Risk Management – Dorothy Pimentel reported that a couple of workmen's comp claims resulting from trips on uneven pavement were received. One was on east campus and one was on west campus.

Campus Safety / Parking & Traffic Issues / MJC Health & Safety Sub-Committee – Becky Crow reported the quarterly meeting was held. There was concern about emergency lighting particularly in stairwells where there is no emergency lighting. The committee will be having more discussion on this item. Dorothy Pimentel presented a draft on the Injury and Illness Prevention Plan and requested comments. The plan is a transition from the campus to Risk Management. Students are working on smoking issues on campus. A discussion took place regarding influenza in Stanislaus County where there have been 146 deaths due to influenza in the state of California in January and it keeps spiking up week after week. The county health director thinks we have passed the first wave but it is moving in epidemic proportions in the state. Marsha Calbreath did a safety training that Becky will revisit with leaders to remind them of requirements.

Jill Stearns reported that the first week of the term she listened to the security radio and there were a lot of concerns regarding the parking pass machine. She added that it was nice to hear how quickly they got resolved.

Technology Services – No report due to absence.

Space/Scheduling – Sherri Suarez reported that she finished summer 2014 and will start academic input for fall 2014 on Friday. Classroom Annex 101 is ready to be put back in as a classroom space. There are late starts going in Classroom Annex 103.

NEXT MEETING: March 17, 2014, 2:00pm – 4:00pm, MJC West, Fire Training Center 105.

MEETING ADJOURNED: 2:40 pm

Reported by Carolyn Hart