

Modesto Junior College
Facilities Council Meeting
 Meeting Summary
May 2, 2013
2:30pm-4:30pm
Staff Dining Room

Facilities Council Charter: The charge of the Campus Development and Facilities Advisory Committee (CDFAC) 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. This includes analysis and prioritization of all capital projects including remodels, new construction, and repurposing/reassignment of space. The CDFAC will make recommendations to the College Council, committee members report to their constituent groups and will ensure that decisions and information be made available to the campus community.

- Develop and monitor the facilities and maintenance plans and supporting budgets.
- Cooperate with the Director of Facilities Planning & Operations regarding all aspects of construction projects, planning, revision, and completion.
- Review and interpret research data related to facilities development and space utilization.
- Promote the use and understanding of data as a basis for facilities decision- making.
- Make recommendations and identify priorities for technology issues related to facilities development.
- Develop, implement, review and revise policies for facilities use in coordination with Central Services.
- Support the legal responsibilities of all constituency groups.
- Campus Safety Committee to ensure Health and Safety.

Committee Member	Representing	Present	Absent
Michael Guerra	Chair, Vice President of College & Administrative Services	X	
John Zamora	Academic Senate Faculty Co-Chair	X	
Francisco Banuelos	ADA Coordinator, <i>ex-officio</i>	X	
Melissa Beach	Recorder	X	
Becky Crow	Director, Campus Safety, <i>ex-officio</i>	X	
Laura Dyrssen	ASMJC Rep		X
Rosanne Faughn	CSEA Rep	X	
Lazaro Garcia	ASMJC Rep		X
Jim Howen	Academic Senate Faculty Rep	X	
Bill Kaiser	Dean	X	
Dave Keener	Campus Operations Manager, Facilities Operations, <i>ex-officio</i>	X	
Erik Klevmyr	CSAC		X
Tim Nesmith	Director, Facilities, Planning & Operations, <i>ex-officio</i>	X	
Dale Phillips	Academic Senate Representative	X	
Dorothy Pimentel	Risk Management Specialist, <i>ex-officio</i>	X	
Alejandro Sabre	Academic Senate Faculty Rep		X
Sherri Suarez	Events/Facilities Coordinator	X	
VACANT	Director of Technology, <i>ex-officio</i>		X

Substitute

Name	Member Substituting For
Andrew Campbell	Laura Dyrssen
Jillian Daly	YFA Representative
Rosanne Faughn	Erik Klevmyr
Mike Sharif	Lazaro Garcia

MEETING BEGINS: 2:40pm

Michael Guerra explained that this meeting of the Facilities Council was requested by College Council for us to reconvene and look over recommendations we previously made; establish that ex-officios are voting members; make recommendations to address the Student Lounge; and use of Student Lounge.

DISCUSSION ITEMS:

1. **4/15/13 Facilities Council Minutes** – No time for discussion.
2. **Establish Quorum –Voting Members** –John Zamora stated before with the CDFAC the ex-officios were non-voting members and one reason we consolidated the CDFAC was they were concerned that there were not enough faculty. He said now if all ex-officios are to be voting members then he recommends at least one more faculty member be added. Sherri Suarez stated if another faculty member is added, the same should be true for CSEA and requested another classified member be added. Jillian Daly asked if we should make ex-officios back to non-voting members like it was before. Mike Sharif said if another faculty and classified rep are to be added, he asks that another student rep be named as well. A lengthy discussion was held referencing how the CDFAC ex-officios were non-voting members; how most members present thought ex-officios were always non-voting; however, googling this online they found that it is up to each committee to determine that, etc. Jillian Daly made a motion to make ex-officios non-voting members on the Facilities Council. Jim Howen seconded the motion. By vote of the Council ex-officios are non-voting members who will remain on the council as resources. Motion passed with 12 aye votes and 1 nay vote. Non-voting members do count toward making quorum. He added that he is trying to establish an open, honest document and stay transparent. Discussion was held regarding the past committee's poor attendance and Michael Guerra said it is the constituent's responsibility to make sure their representatives are present and encouraged all members to keep attendance up.
3. **Review Facilities Council Charge/Charter**
 - a. **Recommendations to College Council** -- Jim Howen asked if Facilities Council makes a recommendation does College Council have the right to change our recommendation and the answer was yes.
 - b. **MJC Health & Safety Committee** – Michael Guerra stated that the MJC Health & Safety Committee will be a sub-committee of the Facilities Council and report out to us. Becky Crow stated they have held one meeting thus far and a second meeting is scheduled.
 - c. **IT Vacancy** - Jillian Daly asked Melissa Beach to add "Director of Technology Services-Vacancy" to the Facilities Council membership list.
4. **Engaging All Voices** – Michael Guerra read the list of Facilities Council members named in the Engaging All Voices document on shared governance. Sherri Suarez asked with this vote on ex-officios to be non-voting, will that be changed in the language of Engaging Voices as well and Michael Guerra said yes.
5. **Previous Facilities Council Actions** – Michael Guerra said College Council asked that we revisit our past actions that were made without quorum.
 - a. **Student Lounge Furniture Bolting** – Michael Guerra opened for discussion the Student Lounge bolting of furniture. Jim Howen asked what the concern was of the students that they felt the need to bolt the furniture. They were concerned that the college uses the room on several occasions and when they do they move the furniture outside for 2 days and lock the room. Bolting the furniture would keep students from hogging the tables and moving them across the floor causing damage to the new flooring. Jillian Daly said one thing that came out of the College Council meeting was we do not want to over use the Students' Lounge and do want it specifically for student use, but bolting seems extreme. She added that probably not all students or even future students would want the furniture bolted and the student government isn't speaking for all students. One member stated they had this same problem in another college space and they learned to police it. They suggested the students do the same, watch the area and allow for flexibility. Mike Sharif stated it is not extreme at all and makes sense. He added that the other students asked ASMJC to be the voice of the students and asked them to vote. Dave Keener said the floor in the Student Lounge is beautiful and once you start drilling and bolting you forever ruin the floor, as it is permanently scarred. John Zamora said in terms of priorities what do the students envision the main use to be? Mike Sharif said they want it as a lounge, somewhere between the cafeteria and library, where they can hang out and relax before their next class. John Zamora said they are suggesting a permanent solution to a possible temporary problem. He suggested they define the space use and let the college know what they want. Tim Nesmith asked if the furniture was designed to be bolted. Jim Howen said if students have rules of no food and

someone comes in with food, are you going to police it and kick them out? He said it should be the same with moving the furniture. They need to have signage indicating what is not allowed.

Some members felt that bolting the furniture seemed like a way for students to say 'this is our room', when it's actually a district space just like the rest of the campus. Michael Guerra said he sits on both committees and many presentations of the Student Lounge renovation took place but bolting the furniture was never part of the presented plan. One member mentioned that the new furniture has already been moved and reconfigured from the original schematic for placement, so what if it had been bolted? Would we be discussing unbolting it already? Francisco Banuelos said in College Council it was stated that we staff have overbooked the use of the Student Lounge. Jillian Daly said she is very uneasy with black or white and why not explore ideas and meet the needs. One member said it sounds like students want to bolt the furniture so no one else can use it. Mike Sharif stated when we went to the Facilities Council we voted on bolting the furniture and it passed and one member stated, we have learned that we did not have quorum to make that vote. Jim Howen moved that Facilities Council recommend to College Council for no bolting of any furniture in the Student Lounge. Jillian Daly seconded. Motion passed with 6 aye votes and 2 abstentions.

MJC & ASMJC Student Lounge MOU – Jillian Daly said instead of completely relinquishing use of the Student Lounge, can we limit our use to possibly twice annually for the Holiday Annual Party and Tenure Recognition Celebration.

Sherri Suarez recommends we have a clear, precise MOU with the students in place. There are too many entities on campus that will want to use the facility and without some guidelines it is not fair to expect the student senate to have to approve or disapprove as more and more people will request the use and we will be back in the same situation we are in now. Mike Sharif stated the students also limited themselves from use of the Student Lounge and they do not allow it to be used for ASMJC meetings or clubs. He asked Jillian Daly if the students wanted to use the Faculty Lounge, could they and she said with permission they can. Sherri Suarez said she personally thinks the Student Lounge should belong solely to the students. She said if they can't get that, then she suggested they tighten up their schedule of availability. Mike Sharif asked what if the President doesn't approve the time constraints?

Andrew Campbell joined the meeting at 3:50pm and asked us to review earlier discussion. He asked if the Bolting of Furniture was on the agenda as he was told by another student senate member it was not. "Agenda Item 7. Previous Facilities Council Actions-*Lack of Quorum*" referred to the Bolting and other motions made at the last Facilities Council meeting. John Zamora suggested after a year we review and assess the Student Lounge. Sherri Suarez motioned to leave the Student Lounge exclusive for student use and revisit after one year. John Zamora seconded. Motion carried with 8 aye votes and 1 nay vote.

- a. Auditorium Benches – No time for discussion.
- b. Softball Fencing – No time for discussion.
- c. Recommendations for Student Lounge Protection – Michael Guerra said College Council wants ideas recommended by Facilities Council on how to solve the issue of furniture being moved. Will signage stop this problem? Jim Howen stated they had this problem in Founders Hall and placed gliders on the bottom of table legs that wouldn't hurt flooring if moved. Discussion was held on possible options of enforcing no food or drink and no moving of furniture. Michael Guerra stated it sounds like all we have agreed to at this point is signage and he made the recommendation to use signage of "Please No Food or Drink" and "Please Do Not Move Furniture" at a minimum and that students can bring other ideas forward. All approved unanimously.
- b. **Measure E Project Updates:** – No time for discussion.
- c. **President's Facilities Secondary Effects Taskforce Update** – No time for discussion.
- d. **Updates:**
 - ADA Issues** – No time for discussion.
 - Facilities Update** – No time for discussion.
 - Facilities Planning** – No time for discussion.
 - Scheduled Maintenance Projects** – No time for discussion.
 - Recycling** – No time for discussion.
 - Risk Management** – No time for discussion.
 - Campus Safety / Parking & Traffic Issues / MJC Health & Safety Sub-Committee** – No time for discussion.

e. **Agenda Development:** No time for discussion.

f. **NEXT MEETING: May 20, 2012, 2:30pm – 4:30pm, Sierra Hall 204**

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