



**MJC FACILITIES / CAPITAL CONSTRUCTION ADVISORY COMMITTEE/
CAMPUS DEVELOPMENT ADVISORY COMMITTEE JOINT MEETING**

**February 10, 2012
8:30am – 10:00am
Science 208**

AGENDA

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.

DISCUSSION ITEMS

1. 1/20/12 CDAC and Facilities Committee Minutes for Approval
2. Joining Committees – Naming
 - A. Charge Integration
 - B. Best Practice
 - C. Membership
 - D. Representation
3. ASMJC Requests
 - A. Additional Kiosk Placements *Becca*
 - B. Fireside Lounge Remodel
 - C. Student Commitment
4. Smoking on Campus
5. Next Meeting Discussion – *Friday, March 16, 2012, 8:30am – 10:00am, Science 127*

Modesto Junior College
**Facilities/Capital Construction Advisory Committee/
Campus Development Advisory Committee Joint Meeting**

Meeting Summary
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Present:

Francisco Banelos, ADA Coordinator
Melissa Beach, Recorder
Becky Crow, Campus Safety
George Boodrookas, Patterson/Turlock Ed Site Workgroup Chair
Doug Dyrssen, ASMJC President
Laura Dyrssen, ASMJC Rep
Michael Guerra, Vice President of College & Administrative Services
Bill Kaiser, Softball Field Workgroup Chair
Dave Keener, Facilities Planning & Operations
Matt Kennedy, Kitchell
Maurice McKinnon, Allied Health Workgroup Chair
Ken Meidl, Science Community Center Workgroup Chair
Pedro Mendez, Technical Education
Audrey Mills, Kitchell
Tim Nesmith, Infrastructure/Loop Road Workgroup Chair
Elaine Schuber, Allied Health, Co-Chair
Sherri Suarez, Facilities/Events Coordinator
Sandy Vanwey, Science Community Center, Co-Chair
Nadia Vartan, Director of Media & Information Technology
John Zamora, Founders Hall and High Tech Center, Co-Chair

Absent:

Mark Anglin, Agriculture Project's Workgroup Chair
Mel Ainsworth, Network Analyst, Information Technology
Patrick Bettencourt, BBSS Interim Dean
Donna Blagg, Allied Health, Co-Chair
Mark Boddy, Kitchell
Lloyd Jackson, Campus Safety
Brian Larson, High Tech Center Workgroup Chair
John Mendes, Ag
Mark Newton, Kitchell
Marie Otaya, Kitchell
Martha Robles, Student Services Building, Co-Chair
Brian Sanders, Founders Hall Modernization, Workgroup Chair
Brian Sinclair, High Tech Center, Co-Chair
Mike Sundquist, Performing, Media and Arts Center Workgroup Chair
Brenda Thames, Student Services Building Workgroup Chair

MEETING BEGINS: 8:35am

Michael Guerra passed out the Facilities Projects updated list and documents and pictures of websites for the CDAC and Facilities Committees to all members.

DISCUSSION ITEMS:

1. **1/20/12 CDAC and Facilities Committee Minutes for Approval** – Doug Smith stated he did not remember a vote being taken at the 1/20/12 CDAC minute approving consolidation of the two committees; but rather a vote that the two committees would meet and make that decision. Other members present stated the minutes were correct in reflecting a vote was taken for consolidation. Doug Smith wanted the following amendment to the minutes “We voted to meet with both committees and discuss ramifications of combining both.” Pedro Mendez made the motion to approve the 1/20/12 minutes, seconded by Laura Dyrssen and all members unanimously approved with an aye vote.

Tim Nesmith made the motion to approve the 1/20/12 Facilities minutes, seconded by Dave Keener and all members unanimously approved with an aye vote.

2. **Joining Committees - Naming** – Michael Guerra thanked all members for being at this joint meeting and asked for discussion to begin on combining the committees of CDAC and Facilities for time efficiency. A lengthy discussion was held with pros and cons for combining the committees into one committee. Some members stated by combining the committees it was one less meeting to have to attend, many of the same members are on each committee which is a redundancy and with many Measure E projects being completed pretty soon there would not be much need for the Facilities Committee to meet but would be need for CDAC to continue meeting. Many times CDAC voting members, mainly faculty, are not present therefore the meeting must be cancelled due to no quorum. Melissa Beach stated her managers and she have contacted the past 3 or 4 Academic Senate presidents several times requesting for faculty representation on CDAC yet we have never received any more. Several CDAC members agreed, saying it has been years since the committee has been strong with regular attendance and that has to be improved. Items brought to CDAC are remodels of rooms or areas, plaques and murals, planting or removing trees, etc., and also updates on Recycling, ADA issues, Facilities, Scheduled maintenance projects, Risk management and Campus Safety when there are reports to be made. By combining the committees and maybe adjusting the voting members we would be sure to make quorum and all necessary constituent groups would be present: faculty, staff, students, administrators. Another plus to combining the meetings is total transparency of any/all changes, renovations made to the campus and/or buildings. It would also allow the Facilities side to have involvement/input from ADA, as an ADA representative is a member of CDAC. In fact, Francisco Banuelos stated he is certain if an ADA rep would have been on the Facilities Committee that some of the existing errors in the new Student Services building would not have taken place, as someone would have been there prior to building to fix the situation. Another member like the idea of combining because there is too much assumption across MJC that discussions are held in all venues, but that is not the case. We get work orders to go through making important changes that affect another group using that same room, which had no say in it, as they had no knowledge of it taking place. By combining the committees it is transparent and the deans will know about it as they oversee all areas. We have got to stop working in silos. Another member said this is an opportunity to move forward and hear all voices. We are in the here and now and are confronted with new issues. WE have been dinged on resource allocation and integrated thinking. It's time to stop talking about the past.

A couple members were concerned that the charges of both committees were different, that the committee would be too large and did not see need for deans to be involved in the committee in regard to CDAC. One member suggested we revise the charge to make it broader. Another member stated he sees benefits to combining or keeping separate and asked if the items needing to be addressed will indeed be addressed.

Michael Guerra stated it would be great to have ADA representation and that Measure E projects are winding down with buildings closing out/commissioning. The advantage to a larger group is a wealth of experience from those with projects completed to now help the others with issues they dealt with and

learned from. He stressed again the need for all constituent voices and said as a group we can discuss the membership. Michael Guerra, not pointing fingers, asked this question—since he has only been at MJC since October 2011, he saw work orders for the Hammer Throw project and electronic doors to install; however he never heard mention or approval of these items in either CDAC or the Facilities committee. He asked if these requests came out of program review.

Doug Smith proposed we combine both committees under main charge of CDAC (Campus Development Advisory Committee) and amend that later to combine capital growth. We combine both committees pending discussion of membership. Motion for above was made, all present accepted the motion. Michael Guerra stated at the next meeting we will discuss best practice, membership and representation.

A. Charge Integration – To be discussed at next meeting.

B. Best Practice - To be discussed at next meeting.

C. Membership - To be discussed at next meeting.

D. Representation - To be discussed at next meeting.

3. **ASMJC Requests**

A. Additional Kiosk Placements – Becca Gonzales-Clayton stated the blue kiosks in front of the student center are very old and rotted out. She called Melissa Beach to learn that there are 3 brand new kiosks in storage. She is asking the committee permission to replace the old kiosks with the new ones. Also, there is one extra kiosk that could be located by the new Science building, Student Center, Student Services building, etc. All members present approved the kiosk placement.

B. Fireside Lounge Remodel – Laura and Doug Dyrssen explained what had been approved by CDAC with their remodel of the Fireside Lounge stating it is presently uninviting, not warm, worn out like a dungeon. The remodel would address the needs of the students making it more functional and comfortable. They would add projection screens, new furniture, paint and ceiling fans—this would be a face lift. They have spoken to Facilities on issues with the room needing to be addressed. Student fees collected for many years are paying for the remodel. They are looking at \$50,000+; however, they have over \$250,000 in their budget. Nadia Vartan asked whose responsibility it would be if something breaks down or is stolen and the students said their account will be charged. They have the funds to cover that.

C. Student Commitment – Michael Guerra applauded our students Laura and Doug Dyrssen for their student commitment and members present did the same.

4. **Smoking on Campus** – Michael Guerra stated the conversation came up in College Council for MJC to deal with the smoking issue so the item was given to CDAC. Melissa Beach read the recommendation made by CDAC “The CDAC committee recommends a survey of nonsmoking signs be made to identify placement locations requiring signage; further to purchase decals to be adhered to all entrances meeting the 20 foot perimeter of main doors and windows; and working with the Student Services Health area to address education on smoking prevention.”

5. **NEXT MEETING DISCUSSION** – Doug Smith mentioned there was conversation held at the last CDAC meeting to alternate meetings between East and West Campus and members present agreed that would be a good idea. Sometimes it even allows us to tour a building/area that we have received a proposal for change on, so we can better make decisions on requests. The next meeting will be scheduled on West Campus. Melissa Beach will contact members of both committees to try and schedule a meeting time that works for everyone.

6. **Other** – Michael Guerra asked if there were volunteers for a Best Practices sub-committee and the following members volunteered: Laura Dyrssen, Pedro Mendez, Dorothy Pimentel, Elaine Schuber, Doug Smith, John Zamora

MEETING ADJOURNED: 9:55am

Reported by Melissa Beach