



MJC FACILITIES / CAPITAL CONSTRUCTION ADVISORY COMMITTEE

July 7, 2011

11:00am – 12:00pm

Science Room 208

AGENDA

ACTION ITEMS

Meeting Summary from June 2, 2011. *

DISCUSSION ITEMS

1. Additions to Agenda
2. Project Completion Date Schedule (*Moving, Tech Needs, Furniture, Etc.*) – Matt Kennedy
3. Measure E Project Updates:
 - West Campus –Infrastructure / Plaza – Matt Kennedy
 - Library / LRC – Patrick Bettencourt
 - Science Community Center – Ken Meidl/Sandy Vanwey
 - Allied Health Building – Maurice McKinnon/Elaine Schuber/Donna Blagg
 - Student Services Building/Morris Building Remodel/Trees – Don Low
 - Founders Hall Modernization and Swing Space – Brian Sanders
 - High Tech Center – Brian Larson/John Zamora
 - Softball Complex, Concessions/Restrooms Facility – Bill Kaiser
 - Ag Projects – Mark Anglin
 - Art Building – Mike Sundquist
 - Patterson Educational Site – George Boodrookas
 - Turlock Site – George Boodrookas
4. Secondary Effects
 - Student Center / Career Transfer – Don Low
 - Phase 2 – Pirates Village – Brian Sanders
 - El Capitan – George Boodrookas
 - New Property – Campus Way – Tim Nesmith
 - Leased Spaces/New Homes
 - a. Community Ed, Carpenter Rd – *exp. 12/31/11*
 - b. Founder's Storage, Woodland Av – *exp. 5/31/11*
 - c. Security, 9th St – *exp. 6/30/12*
 - d. Tech Svcs., 9th St. – *exp. 5/31/13*
 - e. Tech Svcs., Stoddard Av. – *exp. 6/1/13*
 - f. MICL – *Needs to be relocated*
5. Parking & Traffic Issues – Becky Crow
6. Scheduled Maintenance Projects – Update from Facilities and other Members – Tim Nesmith
7. Next Meeting – August 4, 2011, 11:00am – 12:00pm, **Science Room 208**

Modesto Junior College
Facilities/Capital Construction Advisory Committee
Meeting Summary
Thursday, July 7, 2011
11:00am-12:10pm
Morris Building, Science 208

The Charge of this committee from the Decision Making Manual:

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.

Present:

Mark Anglin, Agriculture Project's Workgroup Chair
Melissa Beach, Recorder
Mel Ainsworth, Network Analyst, IT
Mike Sundquist, Performing, Media and Arts Center Workgroup Chair
Becky Crow, Campus Safety
Carmen Fernandez, Interim Vice President of College Administrative Services
Lloyd Jackson, Campus Safety
Brian Larson, High Tech Center Workgroup Chair
Maurice McKinnon, Allied Health Workgroup Chair
Ken Meidl, Science Community Center Workgroup Chair
Audrey Mills, Kitchell
Tim Nesmith, Infrastructure/Loop Road Workgroup Chair
Martha Robles, Student Services Building, Co-Chair
Sherri Suarez, Facilities/Events Coordinator
Sandy Vanwey, Science Community Center, Co-Chair
Nadia Vartan, Director of IT and Media
John Zamora, Founders Hall and High Tech Center, Co-Chair

Absent:

Patrick Bettencourt, Library/LRC Workgroup Chair
Donna Blagg, Allied Health, Co-Chair
Mark Boddy, Kitchell
George Boodrookas, Patterson/Turlock Ed Site Workgroup Chair
Bill Kaiser, Softball Field Workgroup Chair
Dave Keener, Facilities Planning & Operations
Matt Kennedy, Kitchell
Don Low, Student Services Building Workgroup Chair
John Mendes, Agriculture Projects, Co-Chair
Pedro Mendez, Technical Education
Elaine Schuber, Allied Health, Co-Chair
Brian Sinclair, High Tech Center, Co-Chair
Mark Newton, Kitchell
Marie Otaya, Kitchell
Brian Sanders, Founders Hall Modernization, Workgroup Chair

MEETING BEGINS: 11:08am

ACTION ITEMS:

Melissa Beach made an announcement on behalf of Bill Kaiser in his absence. He said he had a walk through with Audrey Mills, Matt Kennedy and Tim Nesmith on 7/5/11 and the restrooms/concessions building next to the softball field on West Campus are simply 'first class!' He wanted to make sure this was shared with the committee.

MINUTES: After reviewing the minutes, Maurice McKinnon brought up the following questions/concerns: she asked why the swing space is no longer referred to as "Pirates Village" and shared her concern for confusion of students, faculty and managers. Matt Kennedy explained that the swing space area is ever changing. It first served as swing

space for Founders Hall, now it is the Morris project and will become many more projects. Each time it changes, modulars are moved out, as currently only 3 buildings remain there. They are simply changing the name to make more sense. The classrooms that remain will keep their same names so there will not be confusion there. Maurice McKinnon asked why IT is on hold and for how long with moving to El Capitan. Matt Kennedy stated it's a 2013 project and there are no official funds allocated to that project yet. They are currently waiting for new administration to come along and fund it.

The minutes for June 2, 2011 meeting approved by Mark Anglin and seconded by Mike Sundquist.

DISCUSSION ITEMS:

1. **ADDITIONS TO AGENDA** - No additions.

2. **Project Completion Date Schedule (*Moving, Tech Needs, Furniture, Etc.*)**

Matt Kennedy met with Nadia Vartan and Mel Ainsworth and coordinated the schedule to move technology needs for Founders Hall into the schedule for the projects and completed that schedule to get classes ready for the first day of Fall.

3. **MEASURE E PROJECT UPDATES:**

A. West Campus –Infrastructure / Plaza

Matt Kennedy stated it is difficult to get around West Campus right now with all the construction taking place. There is the least amount of traffic this time of year so they are trying to get the roads completed now for Fall. Student Center Drive, the back roads and the main entrance on Blue Gumm are a bit torn up right now. They are doing only half of the road at a time to allow continued access.

B. Library / LRC

Carmen Fernandez stated there is no report at this time. Since Tobin Clarke has retired, Patrick Bettencourt has assumed the duties of the Library dean. Matt Kennedy reported they are actively working with the architecture right now and are working on construction drawings for DSA.

C. Science Community Center / Central Plant

Ken Meidl report the completion date is now next June. They are continuing to work on the outdoor area with native plants, ponds and storage with the architects. Sherri Suarez asked if he has had any discussion regarding scheduling the Science spaces yet and urged them to do so soon.

D. Allied Health Building / Central Plant

Maurice McKinnon stated they are expected to move all classroom and offices by the end of this month. Her staff are very busy packing and they are in the process of setting up classrooms and offices now. They are currently ordering equipment. Nadia Vartan said classes should not be scheduled or held for Fall in the big lecture halls, as there is a lot of equipment work to be completed in there. Maurice McKinnon said the goal is to go along like it will be ready but to have a backup plan. Nadia Vartan stated that Tech Services will NOT be ready for Fall in the large lecture rooms. Maurice McKinnon and Nadia Vartan will have more discussion later. Maurice McKinnon is concerned there is a learning curve, with installed equipment they are attempting to use and trying to learn before it's been implemented. This would be a disaster and they will need training. She explained they have been experiencing difficulty moving the beds into the labs and delays in ordering have been a challenge causing them to make many adjustments. She stressed the importance of being flexible and patient when you are in this remodeling/construction phase. She stressed the importance of having contingency plans A and B. She said to keep it in mind and remind your faculty as well.

E. Student Services Building/Morris Building Remodel/Trees

Martha Robles stated the building is looking really nice, they are currently finalizing the furniture and are on schedule. Matt Kennedy stated they are now scheduled for completion the first part of November. Furniture will be moved in and they should be ready for Spring semester. Nadia Vartan will need to discuss technical needs eventually.

F. Founders Hall Modernization and Swing Space

Matt Kennedy reported that Nadia Vartan and Mel Ainsworth committed to a lot of work to get Founders Hall ready and he commended them for their efforts. The construction will be completed toward the end of this month. Nadia Vartan said they plan to move labs and classrooms first and then move the faculty offices in. Mike Sundquist stated there is a plan for a small re-opening ceremony the morning of Fall Institute Day allowing people to walk through before division/department meetings begin. Becky Crow questioned the distress alarm system in the stairwells and asked if this will be installed in all the buildings. Matt Kennedy stated he is uncertain and that it might be an occupancy issue. Becky Crow has some concerns, as people are hitting the buttons and her department has to respond to all those calls. Nadia Vartan stated there have been numerous thefts lately of computers and projectors and wants to find a way to better secure the classrooms and offices. She questioned who is responsible for locking and unlocking, as the thefts have happened all over both campuses, especially this summer. Tim Nesmith stated that Facilities Operations is responsible. He explained that in the mornings they open select doors and in the evenings Security locks them. However, they cannot accommodate everyone. Faculty have keys and open them up at anytime and there is no way to make them lock up. She asked if security cameras could be placed in classrooms. Becky Crow stated that Security had requested the cameras many times and were denied. They were told it was invasion of privacy. Nadia Vartan asked if we could make instructors responsible to unlock and lock the classrooms. Carmen Fernandez asked if members would volunteer as a taskforce on this issue and report back and all committee members were in agreement. The Security & Surveillance Taskforce consists of Nadia Vartan, Maurice McKinnon, Lloyd Jackson, Martha Robles and Dave Keener and Becky Crow volunteered to chair. At their first meeting they can come up with a timeline, proposal and report back to the Facilities Committee in one month.

G. High Tech Center

Brian Larson reported the design meetings will start the second week of the semester.

H. Softball Complex, Concessions/Restrooms Facility

Melissa Beach reported for Bill Kaiser.

I. Ag Projects

Mark Anglin reported the Ag Pavilion project continues to be a challenge, which definitely requires patience. Their primary challenges are with completion and finance, as the Measure E project's budgets were cut substantially. Even though Ag came in well below budget and put their additional funds in the holding pot, those funds were removed and spent elsewhere which left no safety net. He explained that before the money was removed it was their cushion. The Ag Pavilion project is now 1 ½ years late. Bleachers will not be installed until at least next Spring semester and parking is only 2/3 of what it was supposed to be. They should be able to occupy their building the first week of October. Sherri Suarez asked Mark Anglin about the facility use procedures. Mark Anglin has put a committee together to come up with policies and procedures on the rental of the AG Pavilion. They will be using the Theater information as an example in producing their guideline. Mark Anglin said they are getting their FF&E items ordered and delivered next month and he definitely needs a surplus budget. He may need to request additional funds and hopes this committee will support him in that request.

J. Art Building

Mike Sundquist stated this project is on track and opens in August.

K. Patterson Educational Site

Matt Kennedy stated they are actively working on the Keystone property; it is in escrow; and they are going through due diligence on this before it closes. They are putting a lot of effort into this much delayed project.

L. Turlock Site

Matt Kennedy reported there is no activity on this project at this time. There has been no agreement made with MJC and CSU Stanislaus.

4. **SECONDARY EFFECTS**

A. Student Center / Career Transfer

Matt Kennedy stated they are presently in the design phase on this project. The Career Transfer Center is being displaced by the new Library project. The new location for Career Transfer Center is in the back of the Student Center. The project is expanding as they work with the architecture, as lots of upgrades are needed.

B. Phase 2 – Pirates Village

Matt Kennedy stated Pirates Village is still a swing space project and they are working on relocating people there from the Library, Morris ground floor and Journalism; therefore this is considered the Swing Space Phase 2 project.

C. El Capitan

Matt Kennedy stated this is an unfunded project and they are currently not working on it.

D. New Property-Campus Way

Tim Nesmith reported the parking lot is presently going in and will be completed for Fall semester. There will be 138 spaces.

E. Leased Spaces/New Homes

Tim Nesmith stated the following corrections to the least list: Community Ed/Carpenter Road lease was extended with a new 12/31/11 expiration date and Founders Hall is on a monthly lease now.

5. **PARKING & TRAFFIC ISSUES** – Becky Crow stated there were 2 disabled parking spaces added to Lot 207.
6. **SCHEDULED MAINTENANCE PROJECTS – Update from Facilities and Other Members** – Tim Nesmith stated there are currently no scheduled projects.
7. **MOVING** – No report was given.

MEETING ADJOURNED: 12:17pm

Action Items

- [Matt Kennedy, Mel Ainsworth, Nadia Vartan, Brian Sanders, Patrick Bettencourt, Dina Humble, Mike Sundquist and Jeff Swank](#) – Matt K. will arrange for a meeting to discuss move dates from Pirates Village to Founders, develop timeline and report back to next Facilities meeting.
- [Pedro Mendez, George Boodrookas and Maurice McKinnon](#)- Need to discuss use of 2nd floor of Muir Hall and report to committee.
- [Projects Chairs](#)- Sherri Suarez needs details of each room sent to her with details such as capacity, media capabilities etc for her scheduling.

Reported by Melissa Beach

NEXT MEETING – August 4, 2011, 11:00am – 12:00pm, Science Room 208.