

MODESTO JUNIOR COLLEGE

CAMPUS DEVELOPMENT COMMITTEE

October 16, 2009

2:00 p.m. – 4:00 p.m.

Morris B

AGENDA

Facilitator: Gary Whitfield & Doug Smith

Recorder: Melissa Beach

ACTION ITEMS

1. Additions/Revisions to the Agenda – *Committee*
2. Approval of Meeting Minutes – September 18, 2009

DISCUSSION ITEMS

3. Naming of College Facilities – *Gary*
(CDC Charge, Memorial Commemorative Policy, Board Policies 2820 & 3620)
4. Updates
 - a. ADA Issues *Nancee*
 - b. Facilities Update *Dave*
 - c. Facilities Planning *Tim*
 - d. Scheduled Maintenance Projects *Tim*
 - e. Recycling *Doug*
 - f. Website for CDC
 - g. Next Meeting – November 20, 2009 Morris B, 2:00 pm to 4 pm

★ Attachments

Revised: 11/23/2009 3:25 PM

Modesto Junior College
Campus Development Committee
Meeting Summary
October 16, 2009
2:00pm – 4:00pm
Morris B

Present: Becky Crow, Sandy DeWalt (filling in for Melissa Beach) Dave Keener, Doug Smith, Gabriele Steiner, Gary Whitfield, Jeremy Wilson

Absent: Melissa Beach, Donna Blagg, Nancee Carrillo, Dale Pollard, Rich Rose, Sherri Suarez

ACTION ITEMS:

1. ADDITIONS/REVISIONS TO AGENDA

Gary Whitfield distributed a handout showing progress of the Campus Development Committee (CDC) website. Tim Nesmith suggested removing Peggy Paddock's name from the list of Committee Members. Gary announced that Levi Ogden and Chris Rodriguez are still looking for a student representative for the committee. Gary encouraged the committee to review the website and forward additional comments/suggestions to him.

2. APPROVAL OF 9/18/09 MINUTES

Tim Nesmith reported that the MJC Women's PE building HVAC project is now complete and with that addition, the minutes were unanimously approved.

DISCUSSION ITEMS:

Naming of College Facilities – On page 2 (in the second paragraph under Approvals) of the *Naming of Facilities – Procedures for Modesto Junior College Document*, it was suggested to add an apostrophe in the word President's. The Naming of College Facilities, Properties and Commemoratives (DRAFT) document was reviewed by the YCCD Chancellor and College Council was written to conform to district procedure.

MJC Commemorative Proposal Procedure – The MJC Commemorative Proposal Procedure document was unanimously approved by the CDC Committee.

CDC Charge – After much discussion, the following statement was accepted by the committee members in attendance: 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.

CDC Membership – Membership was discussed and it was the consensus of the committee members in attendance to remove the College President as an ex-officio position (non-voting member) on the committee list. Change the title from Campus Facilities & Events Specialist to Campus Facilities & Events Coordinator. Doug Smith commented that he felt there is good representation from each constituent group on the committee. After some discussion it was the consensus of the committee members in attendance that a representative from the Academic Senate be added to the membership list. Doug Smith will discuss with Academic Senate President, Mike Adams. Doug Smith asked if the committee would like to entertain the idea that the Administrator position be a voting member. After discussion, it was the consensus of the committee members in attendance that the Administrator be an ex-officio (non-voting) committee member. It was also the consensus of the committee members in attendance that the committee includes co-chairs (one Faculty and one Administrator).

3. UPDATES

A. ADA Issues – ADA representative Nancee Carrillo was absent. No report was given.

B. Facilities Update – Dave Keener reported that YCCD is busy with cleanup from the recent storm that included large amounts of rain and (sideways) wind. He reported that due to preparation for the storm there wasn't damage to the Student Center. A large tree limb went down on the east campus and one tree fell on the west campus (on a construction site). The trees have been trimmed and that probably helped limit the damage from the storm. Becky Crow added the parking lot on Tully Road drained well. Gary Whitfield asked if a representative from Rick Management (Dorothy Pimentel) should attend the CDC meeting to give a slips/trips/falls report? It was the consensus of the committee members in attendance that Risk Management be invited to the CDC meeting to give a quarterly report. Knowing where the problem areas are on campus can help with the decision making.

C. Facilities Planning – Tim Nesmith reported there is a lot of activity on the west campus. Measure E construction progress includes:

- Allied Health: The project is currently under construction. Project completion is anticipated for summer 2011.
- Animal Facility (Beef and Sheep Units): Project is currently under construction.
- The Agriculture Multipurpose Pavilion: Project is currently under construction.
- Agriculture Student Housing: Project is under construction and the anticipated completion date is end of this year.
- Softball Complex: The project is currently under construction and is expected to be complete in February 2010.

Tim Nesmith stated that preparation for the rain paid off with minimal problems reported. Other upcoming projects include the boiler project, installation of the new stadium lights, the student center update continues to move along and the gym HVAC project.

D. Recycling – There was no report given.

E. Website for CDC – Gary Whitfield reported that progress has been made on the website and encouraged the CDC committee members to review the website and give him feedback.

Next Meeting – November 20, 2009, Morris B, 2:00 pm to 4:00 pm.

Action Item:

- [Contact Mike Adams for Academic Senate representation for CDC.](#)

WHO: Doug Smith

WHAT: Contact Mike Adams for Academic Senate representation for CDC.

WHEN: 10/20/09

Action Item:

- [Invite Dorothy Pimentel, Risk Management, to the next CDC meeting for slips/trips/falls/other liabilities report.](#)
- [Make corrections to CDC Charge, Naming of College Facilities document, remove Peggy Paddack's name from committee member list\(s.\)](#)

WHO: Melissa Beach

WHAT: Invite Dorothy Pimentel, Risk Management, to the next CDC meeting for slips/trips/falls/other report. Make corrections to CDC Charge, Naming of College Facilities document, remove Peggy Paddack's name from committee member list(s.)

WHEN: 9/23/09

MEETING ADJOURNED at 3:50 pm.