

**Modesto Junior College**  
**Facilities Council Meeting**  
 Meeting Summary  
**February 1, 2021**  
**2:00pm - 4:00pm**  
**Online Zoom Meeting**

<b>Committee Member</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Sarah Schrader	Chair, Vice President of College & Administrative Services	✓	
John Zamora	Co-Chair, Academic Senate Faculty	✓	
Don Borges	Dean Representative	✓	
Marissa Cahn	CSEA Representative	✓	
Manuel Cunha	Academic Senate Faculty Representative	✓	
Frank Funes	CSEA Representative	✓	
Ashley Griffith	ADA Coordinator	✓	
Lisa Husman	Recorder	✓	
Judy Lanchester	Director, Facilities Planning & Operations	✓	
Diana Ledesma	ASMJC Representative		✓
Maria Marquez	ASMJC Representative	✓	
Michael Morales	YFA Representative	✓	
Yolanda Perregil	Assistant Director, Facilities Planning & Operations	✓	
Dorothy Pimentel	Director, Risk Management, Purchasing and Receiving	✓	
Chad Redwing	Academic Senate Representative		✓
Aishah Saleh	Academic Senate Representative	✓	
Glen Stovall	CSAC Representative	✓	
Sherri Suarez	Events/Facilities Manager		✓
Jeff Swank	Director of Media Services		✓
Bill Watts	Campus Safety Operations Supervisor		✓
<b>Guest</b>			
Margo Guzman			

**1. Welcome/Call to Order**

Sarah Schrader called the meeting to order at 2:02pm.

**2. Approval of Facilities Council Minutes – 12/07/2020**

**Action Item:**

**Motion:** Frank Funes made a motion to approve the minutes from 12/07/2020.

**Seconded by:** Don Borges

**15 ayes. 0 nays. 0 abstentions.**

**Motion passed.**

**3. 5-year Plan Prioritization for Years 3, 4 and 5 – Judy Lanchester**

Judy had requested this item be removed from the agenda. She stated there was sufficient funding for the next two years. She advised this agenda item could be brought back in September 2021.

**4. Beckwith Farms Ag Residence Painting Project – Judy Lanchester**

Judy discussed this project at the last meeting and was brought back to today’s meeting as an action item. Judy recommended that the painting of the Ag residence on Beckwith Farms be completed with an associated cost of approximately \$7,000. This funding is the savings funds from the original painting projects.

**Action Item:**

**Motion: Frank Funes made a motion to approve the new recommendation of painting the Ag residence on Beckwith Farms.**

**Seconded by: Don Borges**

**15 ayes. 0 nays. 0 abstentions.**

**Motion passed.**

This recommendation will be presented at the next College Council Meeting.

**5. Outdoor Weight Room Project – Judy Lanchester**

This project was discussed at the last meeting and was brought back to today’s meeting as an action item. Judy presented a map and photos of the proposed location. This outdoor weight room will allow weight training type classes to continue through COVID. There was discussion of what the area would be used for after the pandemic. There was also concern regarding the fence not being high enough and free weights not being secured being accessible to people wishing to damage property and other buildings with them. Judy understands the risk, liability and concerns and will address the issues and check into the weights being cabled and a possible chain link fence.

**Action Item:**

**Motion: Jeff Swank made a motion to move forward with the outdoor weight room being funded by CARES.**

**Seconded by: John Zamora**

**15 ayes. 0 nays. 0 abstentions.**

**Motion passed.**

This recommendation will be presented at the next College Council Meeting.

**6. Campus-Wide Composting Project Location – Don Borges**

Don advised of the opportunity to create our own compost project at “People’s Park” in conjunction with the Project Green Committee. He stated that the campus normally has 7 – 10 large compost dumpsters on campus and that one weekend event can generate 3 - 4 dumpsters of compost. Don shared pictures and a map of the proposed area and explained that the project would not be associated with additional costs but it would be a new way of doing business. He advised there may be a savings due to less refuse being hauled off campus. Don advised they do have a compost turner available to them. They would need to prepare, grade and level the ground but that would be done by in-house employees. He also stated this is a great way to become more sustainable with the percentage of compost/refuse that the State of California is mandating do not go into landfills.

**Action Item:**

**Motion: Manuel Cunha made a motion to move forward with campus-wide composting project and location.**

**Seconded by: Jeff Swank**

**15 ayes. 0 nays. 0 abstentions.**

**Motion passed.**

This recommendation will be presented at the next College Council Meeting.

**7. MJC Decision Making Principles**

Sarah advised that this item is an informational item only and no action will be taken on it. She advised that the “MJC Decision Making Principles” that are listed at the bottom of each of our agendas were adopted by College Council and were not intended for all Councils. She advised we would be removing these principles but always keeping them in mind when making recommendations to College Council.

**8. Roles and Responsibilities for Participatory Governance at MJC**

Sarah advised the Council that it was approved for Facilities Council and Resource Allocation Council to combine as one committee. The two councils may combine now or wait for the new academic year which was Sarah’s recommendation. After a brief discussion the following recommendation was made:

**Action Item:**

**Motion: Don Borges made a motion to combine the two councils into one committee beginning in the Fall of 2021 with the understanding that Facilities Council and Resource Allocation Council will meet prior to the merge to formalize the consolidation. The Participatory Governance document that both Councils completed will be a starting point for this conversation.**

**Seconded by: Frank Funes  
15 ayes. 0 nays. 0 abstentions.  
Motion passed.**

**9. Updates:**

**Small Capital Outlay Projects & 5-year Scheduled Maintenance Plan – Judy Lanchester**

Please refer to Judy’s PowerPoint posted [here](#) for updates.

**Facilities & Planning – Yolanda Perregil**

Yolanda advised the focus of Operations is repairing the damages caused by the storm. We have some leaks in buildings and water intrusion in the Fire Training Center.

Operations is trying to fill positions including two plumbing/welding positions along with a Maintenance Lead which is being interviewed for tomorrow.

Working with the contractor on the Electronics remodel and fire alarm upgrade.

Currently working on the maintenance yard pavement project.

There are a few projects being finished at the Beckwith Farms residence.

The John Muir north stairwell is back open.

Facilities is running the mechanicals in the dormant buildings to make sure everything stays running and safe.

Working on the tree trimming project. This is done in phases. Dead trees that are presenting a hazard or safety issues will be removed. Facilities works with Dale Pollard in Ag to confirm when trees need to be removed. If there are any trees of significance, they will be brought to Facilities Council.

The soccer field is being taken down for maintenance and draining issues.

**ADA – Ashley Griffith**

Ashley did not have an update.

### **Risk Management – Dorothy Pimentel**

Dorothy did not have an update.

### **Campus Safety/Parking & Traffic Issues/MJC Health & Safety Sub-Committee – Bill Watts**

Bill advised they found seven leaks after the storm and reported them to the Facilities Department.

Campus Safety is still staying busy handing out laptops and hotspots. He commended IT on being able to keep them stocked with the technology to hand out to students.

Campus Safety has been running smoothly with nothing to report.

### **Media Services – Jeff Swank**

Jeff advised that the baseball field sound system is getting an upgrade. Zeb Brayton was able to work with donors to buy the equipment for a renovation.

MID is currently doing some work near the stadium on a blown fuse which has revealed other issues with the stadium sound system. The details will not be known until MID and the contractor do their part.

Media services will be working with Technology Services to remove computers out of the Yosemite Library for a flooring project.

Will be repairing the AV system in Science 114 that was damaged by a water heater leak.

### **Technology Services – Margo Guzman**

Margo stated they are working on the Windows 7 project.

Working on imaging laptop carts.

Continuing to complete work orders.

Upgrading Class Climate which is a survey software.

### **Space/Scheduling – Sherri Suarez**

Marissa reported in Sherri's absence advising the summer schedule was imported today.

They are continuing to check on ASMJC events and removing the in-person events that cannot be held.

They are keeping track of virtual events.

Mail is running on Tuesdays and Thursdays.

Marissa did not have a report for Duplicating.

## **7. Check-Out**

The Beckwith Farms painting project, outdoor weight room project and campus-wide composting project were all approved and will be sent forward to College Council.

The Council approved to move forward with the consolidation with RAC in Fall 2020 and will meet with RAC in the Spring prior to the consolidation.

## **8. Adjournment**

Meeting was adjourned at 2:58pm.

**Next Meeting:** March 15, 2021, 2:00pm – 4:00pm, Online Zoom Meeting.