

**Modesto Junior College**  
**Facilities Council Meeting**  
 Meeting Summary  
**February 29, 2016**  
**2:00pm-3:00pm**  
**Library Basement, Room 55**

<b>Committee Member</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Al Alt	Chair, Vice President of College & Administrative Services	✓	
John Zamora	Academic Senate Faculty Co-Chair		✓
Aurora Wells	ASMJC Rep		✓
Jim Howen	Academic Senate Faculty Rep		✓
Lisa Husman	Recorder	✓	
Lloyd Jackson	Campus Safety Operations Supervisor		✓
Judy Lanchester	Assistant Director, Facilities Planning & Operations	✓	
Pedro Mendez	Dean	✓	
Tim Nesmith	Director, Facilities, Planning & Operations		✓
Dorothy Pimentel	Risk Management Specialist	✓	
Kathy Rau	ASMJC Rep	✓	
Martha Robles	ADA Coordinator		✓
Alejandro Sabre	Academic Senate Faculty Rep		✓
Glen Stovall	CSAC		✓
Sherri Suarez	Events/Facilities Coordinator & CSEA Rep	✓	
Jeff Swank	Director of Media Services	✓	
Angie Vizcarra	CSEA Rep		✓

**Guest**

<b>Name</b>	<b>Position</b>
George Boodrookas	Executive Director, Foundation
Patrick Pimentel, Sr.	Director of Technology Services

**Vacancies**

ASMJC Representative
YFA Representative

**1. Welcome/Introductions/Call to Order**

- Al Alt called the meeting to order at 2:03pm.

**2. Approval of Minutes**

**11/16/15 and 01/28/16 Facilities Council Minutes for Approval**

- Quorum was not met. Minutes from 11/16/15 and 01/28/16 will be reviewed at the next meeting on 03/21/16.

**3. Tree Planting on Campus**

- George Boodrookas presented a sponsored project to plant a tree on MJC east campus. A tree was previously planted in the 1990's in honor of Roger Ebright, a former faculty member in the 1960's and 1970's. This tree has since fallen. The family of Mr. Ebright, would like to plant another tree in his name on March 18, 2016.

- George presented the Campus Facilities Project Request form with a thorough description of the project along with photos of proposed planting sites and the two types of trees that are being considered; Cinnamon Camphora and Ginkgo Biloba. Facilities/Grounds are in agreement to either tree. Judy Lanchester advised that both trees would be on the potential plant pallet under the tree replacement plan. George and Judy would prefer the Ginkgo Biloba if given a choice based on longevity and clean up.
- There will be no cost to the college for this project.

**Action Item:**

**Motion:** Pedro Mendez moved to approve the tree project.

**Seconded by:** Kathy Rau

**Result:** Motion passed unanimously.

**4. Bench Options**

- The bench options that Judy received from KI Products were reviewed by the Council.
- Judy will put in a request with KI Products to bring in a sample benches.
- The Council was in agreement to looking at samples.
- No action was taken on the bench project.

**5. Agenda Template**

- John Zamora was not available at this meeting.

**6. Accreditation Report**

- Due to time restrictions from a shorter scheduled meeting, an accreditation report out will be given at the next meeting.

**7. Updates:**

**Measure E Project Updates – Matt Kennedy**

- Not available for a report at this time. Matt did email to advise he had nothing to report at this time except that the road work on west campus is projected to start on March 21.

**ADA Issues – Martha Robles**

- Not available for a report at this time.

**Facilities Update – Judy Lanchester**

- Currently working on the servicing of generators, roll-up doors and emergency lighting campus-wide.
- The ADA complaint regarding concrete at Sierra Hall has been repaired.
- The lighting project in Library 10 has been completed.
- The Morris carpet projects are in progress.
- The ship date for Founders Hall emergency lighting should be mid-March.
- Access Control Software has been installed at Campus Safety/Security. Will be preparing a training manual soon for staff.
- Will be shutting down again on February 12<sup>th</sup> for the switchgear project. Campus will be notified.
- We will be working to remove a phone booth in the Student Center that is not in working condition.
- Facilities is manufacturing the brackets to install a new screen in the ACE Pavilion.

- IT has one more speaker to install prior to graduation. Facilities has been working with IT to complete this project.
- The Ag study room has been painted and remodeled.
- A tree and landscape plan is being developed.
- The flickering exterior lighting on North Drive has been repaired.
- The wooden sign on the corner of Coldwell Avenue and College Avenue has been repaired.
- Tennis court and track repair work will be done in April and May.
- Painting is completed in the art classrooms and the men's and women's restrooms in the Student Center.
- Will be working on painting John Muir, food service dining room area, Ag classrooms and exterior painting.
- Repairing lighting/electrical in poultry, two music classrooms, bookstore roll-up doors, library emergency lighting and Forum emergency lighting.
- Carpentry items being worked on are the Great Valley Museum animal installation, Founders Hall and art building chair rails, tile replacement and concrete around the baseball field.
- Will be focusing in student spaces.

**Facilities Planning – Tim Nesmith**

- Not available for a report at this time.

**Scheduled Maintenance Projects – Judy Lanchester**

- Will report out at next meeting.

**Risk Management – Dorothy Pimentel**

- Have been working to fund the emergency lighting in Founders Hall.

**Campus Safety/Parking & Traffic Issues/MJC Health & Safety Sub-Committee – Lloyd Jackson**

- Not available for a report at this time.

**Media Services – Jeff Swank**

- Have been concentrating on supporting classroom instruction at this time.

**Technology Services – Patrick Pimentel, Sr.**

- Have been supporting Morris project.

**Space/Scheduling – Sherri Suarez**

- Not available for a report at this time.

**8. Adjournment**

Meeting was adjourned at 3:09pm.

The next meeting is scheduled for Monday, March 21, 2016.