

**Modesto Junior College**  
**Facilities Council Meeting**  
 Meeting Summary  
**March 15, 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 2:03pm.

**2. Approval of Facilities Council Minutes – 02/01/2021**

**Action Item:**

**Motion: Don Borges made a motion to approve the minutes from 02/01/2021.**

**Seconded by: Jeff Swank**

**14 ayes. 0 nays. 0 abstentions.**

**Motion passed.**

**3. Beckwith Farms Ag Residence Painting Project, Outdoor Weight Room Project, Campus-Wide Composting Project Update – All Approved at College Council 02/08/2021**

Sarah advised that all of the mentioned projects were approved at College Council on 02/08/2021.

Judy is aware and the Facilities team can start moving forward on the projects.

**4. Facilities Council/Resource Allocation Council Merge Subcommittee Update**

The subcommittee met and it was decided that a master calendar of topics will be put together. The calendar will include what the topics are and the time of year we normally cover these topics. Once this is complete it will be posted on the RAF website. Sarah asked that Facilities Council constituent groups choose their members for the new RAF committee so we have everyone transitioned for Fall.

**5. Other**

Sarah requested we add an “other” agenda item. She advised that the colleges are getting \$20.6 million from HEERF II (Higher Education Emergency Relief Fund). Approximately \$5 million will be allocated to students. She advised that we are also receiving \$36 million from HEERF III funding in which approximately \$18 million will be allocated to students. HEERF III does not need to be spent until September 2023. With some of this funding, facilities needs such as filtration systems and HVAC systems can be addressed.

**6. 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 that Facilities is going to be installing lactation rooms for students and staff. She has been working with Florida Arias and Alejandra Espinoza to find a location on east and west campus. Finding areas that conform to the need and that are easily accessible from morning until night has been challenging. Yolanda shared the photos of a space that has been designated for west campus in the Mary Stuart Rogers building. This area is a storage room that is currently assigned to ASMJC. The room would need to be renovated to conform to the standards for a lactation room. The students did approve this for a west campus location.

The area identified for east campus is one of the multiple restrooms in Founders Hall. Photos were shared of this area as well. The restroom would also need to be renovated to conform to the standards of a lactation room. Yolanda advised that she is bringing this forward for approval to proceed with the conversions.

Don Borges mentioned that different entities, such as airports have lactation pods which are a self-contained unit and may be a possible solution. Judy stated that she believes renovation of the identified areas may be less expensive than purchasing lactation pods but they would research them. After discussion among the Council, Sarah advised that this is an action item. She suggested that the Council members take this information back to their constituent groups. This will come back to the next meeting as an action item.

**ADA – Ashley Griffith**

Ashley was not available for an update. Judy did add that she and Sarah will be recipients of the state ADA report. There will be a state site visit on June 22 and they will finalize the plan and also assist the college in rewriting the scope of the plan to ensure the college is in compliance.

**Risk Management – Dorothy Pimentel**

Dorothy advised they are currently working on acquiring vendors for on-campus COVID testing.

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

Bill stated he is currently working with Facilities to move Campus Safety camera access directly in front of the dispatchers.

Bill was invited to a corporate security group at the Modesto Police Department. This group advises of what crimes are happening in our work areas. Bill advised that our areas have less crime than a lot of other areas within the city. Within this group, Bill has a direct contact to work with from Modesto PD.

Bill is hoping a new Campus Safety Director will be identified and on the next Board Agenda.

Bill added that Campus Safety is still handing out laptops and hotspots to students.

Bill advised they are working on a plan to retrieve student laptops back from students who are no longer attending the college.

### **Media Services – Jeff Swank**

Jeff advised they are in the planning stages of installing a new baseball sound system.

Media is working closely with Judy, Yolanda and their teams on the Electronics Building renovation.

There was a plan in place but now that we are going to be installing hy-flex equipment in some of the areas, the plan is being revised. Jeff is trying to meet with all of the division Deans and appropriate staff from their areas along with Jennifer Zellet to look at space regarding hy-flex and hybrid equipment.

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

Margo advised they are focusing on imaging computers and supplying Campus Safety with laptops for students.

Tech Services is working on a lot of work orders including internet and VPN issues.

They are also working on computer installations on west campus.

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

Sherri advised that some of the sports are coming back on campus for practices, scrimmages and some games so they are focusing on getting athletics up and running.

Sherri stated Dr. Bandyopadhyay has talked to Sarah and given direction for Sherri to come up with guidelines allowing some fall gatherings back on campus. Fall import will be coming up in a couple of weeks.

## **7. Check-Out**

The minutes from 02/01/2021 were approved.

Informational updates were provided on projects approved by College Council.

The new RAF (Resource and Facilities) Committee will be starting in the Fall.

Committee members will take the lactation room plans back to constituent groups for feedback and come back to the April meeting ready for a vote.

## **8. Adjournment**

Meeting was adjourned at 2:38pm.

**Next Meeting:** April 19, 2021, 2:00pm – 4:00pm, Online Zoom Meeting.