

Modesto Junior College
Facilities Council Meeting
 Meeting Summary
April 20, 2020
2:00pm-4:00pm
Online Zoom Meeting

| Committee Member | Representing | Present | Absent |
|-------------------------------------|--|----------------|---------------|
| Sarah Schrader | Chair, Interim 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 | ✓ | |
| Jacquelyn Forte for Ashley Griffith | ADA Coordinator | ✓ | |
| Lisa Husman | Recorder | ✓ | |
| Judy Lanchester | Director, Facilities Planning & Operations | | ✓ |
| 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 | YFA Representative | ✓ | |
| Glen Stovall | CSAC Representative | ✓ | |
| Sherri Suarez | Events/Facilities Manager | ✓ | |
| Jeff Swank | Director of Media Services | ✓ | |
| Bill Watts | Campus Safety Operations Supervisor | ✓ | |

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| Guests |
| No guests present at this meeting. |

1. Welcome/Introductions/Call to Order
 Sarah Schrader called the meeting to order at 2:04pm. She welcomed our newest Council member, Manuel Cunha.

2. Approval of Facilities Council Minutes – 02/03/2020

Action Item:

Motion: Sherri Suarez made a motion to approve the minutes from 02/03/2020.
Seconded by: Don Borges
15 ayes. 0 nays. 0 abstentions.
Motion passed.

John Zamora requested to add an informational item to the agenda regarding “Smoke Free Campus”.

3. 20/21 Facilities Council Meeting Schedule

Sarah presented the 20/21 meeting schedule to the Council.

Action Item:

Motion: John Zamora made a motion to approve the 20/21 meeting schedule as presented.

Seconded by: Don Borges

15 ayes. 0 nays. 0 abstentions.

Motion passed.

4. Smoke-Free Campus Update – John Zamora

John Zamora advised there was a recommendation from the Associated Students and they passed the resolution for moving forward with a smoke-free campus.

The Student Senate for the California Community Colleges met in a virtual meeting in March. They approved another resolution that they are going to advocate at the state level to have legislation to have all community colleges in California smoke free. Included in the resolution is to ensure that community colleges provide education and smoking cessation for students. There is also a \$20,00 tobacco-free college grant called Stand Against Big Tobacco. John, along with Amy Yribarren, Richard Dyer from the Respiratory Technician Program and some interested students will be meeting virtually with Katie from the Health Collaborative for the state of California regarding this grant.

John stated the smoke-free campus recommendation should be presented to the Academic Senate along with YFA.

John conveyed that we would eventually have to review the Board policy for the District to make recommendations moving toward a 100% tobacco/smoke-free campus that would include Columbia College.

5. Updates:

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

Yolanda informed us that everything is moving forward on the project construction and all of the plans going out to bid as scheduled is moving forward with no delays at this time. None of the contractors have halted construction at this point due to Covid-19. The pool project and MSR Outdoor Area are both on schedule.

Facilities & Planning – Yolanda Perregil

Yolanda reported that all of the Facilities staff have returned to work but they are running on a reduced schedule. They are performing essential repairs, tasks and maintenance. Carpentry, locksmith, electrical and painting is down to one to two people so they are working alternating days and keeping physical distancing. Yolanda explained how the Facilities Department is working to stay in compliance with the state order.

John Zamora initiated a conversation regarding how we would return to campus in the fall. These discussions are ongoing.

ADA – Jacquelyn Forte for Ashley Griffith

No report out at this time.

Risk Management – Dorothy Pimentel

Dorothy advised the IIPP (Injury and Illness Prevention Program) is being completely re-done. This is more of a report-out for the Health and Safety Committee. The Receiving Department is gradually coming back and operating on both east and west campus.

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

Bill advised that Campus Safety has been handing out equipment to students and staff for remote learning.

There was some recent vandalism and plants stolen from the Ag Department.

Bill touched on the statistics and data he is receiving regarding Covid-19 cases and the guidelines they are using from the Department of Health.

Media Services – Jeff Swank

Media has been tackling labor-intensive projects such as moving the video files in preparation of media share.

Media is discussing with Judy and Yolanda how their staff can come in and work on AV systems and isolate some of the issues with the AV Systems. Once the department is able to come back on campus, they will be addressing some of the outstanding installations that need to be done.

Technology Services – Margo Guzman

Not available for a report out.

Space/Scheduling – Sherri Suarez

Scheduling has everything cancelled through the end of April. There is still a lot of events scheduled after April. Once they are advised, they will cancel events past the end of April if needed or start adding events back in. The fall schedule is done and in the system. We will amend as needed.

Sherri and Julie Styles are currently coming in on Thursday's to distribute mail between campuses. As of this last week, Duplicating is also coming in once a week for duplicating needs.

6. Check-Out

The minutes from 02/03/2020 were approved.

The 20/21 meeting schedule was approved.

John Zamora provided an update on "Smoke-Free Campus".

Monthly updated were provided.

7. Adjournment

Meeting was adjourned at 2:42pm.

Next Meeting: September 21, 2020, 2:00pm – 4:00pm, Online Zoom Meeting.