

**Modesto Junior College
Facilities Council Meeting
Meeting Summary
September 15, 2014
2:00pm-4:00pm
Library Basement, Room 55**

Committee Member	Representing	Present	Absent
Al Alt	Chair, Vice President of College & Administrative Services	✓	
John Zamora	Academic Senate Faculty Co-Chair	✓	
Johnathon Andrews	ASMJC Rep	✓	
Becky Crow	Director, Campus Safety	✓	
Lorena Dorn	ADA Coordinator	✓	
Jim Howen	Academic Senate Faculty Rep		✓
Lisa Husman	Recorder	✓	
Dave Keener	Campus Operations Manager, Facilities Operations	✓	
Erik Klevmyr	CSAC	✓	
Pedro Mendez	Dean		✓
Tim Nesmith	Director, Facilities, Planning & Operations	✓	
Dale Phillips	YFA Rep	✓	
Dorothy Pimentel	Risk Management Specialist		✓
Kathy Rau	ASMJC Rep	✓	
Alejandro Sabre	Academic Senate Faculty Rep		✓
Sherri Suarez	Events/Facilities Coordinator & CSEA Rep	✓	
Jeff Swank	Director of Media Services (<i>Interim</i>)	✓	
Angie Vizcarra	CSEA Rep		✓

Substitute

Name	Member Substituting For
Mark Anglin	Pedro Mendez

Guest

Name	Position
Matt Kennedy	Kitchell
Jennifer Hamilton	Accreditation Report
Francisco Banuelos	Prior ADA Coordinator
Nick Stavrianoudakis	Athletic Director (<i>Interim</i>)

1. CALL TO ORDER/WELCOME & INTRODUCTIONS

Al Alt called the meeting to order at 2:05pm. All of the members of Facilities Council introduced themselves.

2. APPROVAL OF MINUTES

04/21/14 Facilities Council Minutes for Approval

Action Item:

Motion: Becky Crow moved to approve the minutes of 04/21/14

Seconded by: John Zamora

13 ayes, 0 nays, 0 abstentions

Result: Motion passed unanimously

INFORMATIONAL ITEMS

3. Accreditation Mid-Term Report – Jennifer Hamilton (Agenda item added at meeting)

Jennifer presented an overview of the mid-term report which will be submitted to ACCJC.

The 2011 self-study included 56 planning agenda items. The commission will be updated on our progress on these self-identified areas for improvement. There were 29 items specifically approved in the February 2014 letter from ACCJC. The areas not included in the February 2014 letter were specifically addressed.

The primary areas of focus were:

- Assessment
- Leadership & Governance
- Library & Learning Center
- Resources
- Board and Administrative Organization

In summation:

With the creation and approval of “Engaging All Voices”, many of the process issues in the Leadership Standard were resolved.

Progress on Assessment has put MJC in a healthy place with regard to Accreditation Expectations. New standards are going beyond process to outcomes.

Strong organizational moves with the opening of the LLC have also put us in a good place. Many items, by nature, will continue to be ongoing.

4. Evaluation of Facilities Council

College Council is in the process of developing a consistent evaluation for councils.

For this year’s evaluation, Al sent out a survey at the end of the spring semester 2014 and shared the results in today’s meeting.

The following is discussion and comments regarding the survey results:

- It would be useful to go over the charge and purpose especially since the Facilities Council was developed by combining the Measure E Committee and the Campus Development Advisory Committee (CDAC) as one. An observation was made that once the two committees combined, Facilities Council appears to be informational only. It was suggested we focus on what direction the council is actually going not just informational report out.
- The suggestion was made to have everyone review the charge as it will be discussed as an agenda item at the next Facilities Council. This discussion will include what items come to Facilities Council and where do they go from there. Adding an orientation to the first meeting would also prove beneficial. (This will be added to our next meeting agenda.)
- Attendance was a topic of conversation stating if members are not present, it’s difficult to report out to their constituents. It was mentioned that if the agenda has valuable topics/information and the agendas are received in advance, members are more likely to attend. It was suggested for the benefit of the constituent groups, members should have a back-up member that could attend in someone’s absence and if not submit a small report to the chair regarding their area.
- All constituency groups should be able to have input in a civil manner. There should be commitment that we’re inclusive as a group with an open committee type “policy” where guests are welcome and encouraged to engage in the conversation.
- Al Alt stated he was committed to summarizing the Council’s comments to utilize as review of our charge and 2014-2015 goals.

5. Facilities Council Representative for College Council

Al advised there is an opportunity for a Facilities Council member to serve on College Council which meets on the second and forth Friday of each month. Anyone who may have an interest should contact Al.

6. Re-schedule or cancel January 19, 2015 & February 16, 2015 meetings

Two of our scheduled meetings fall on legal holidays. The council agreed to not re-schedule the meeting in January due to conflicting schedules and the January holiday. The February meeting will be re-scheduled for Monday, February 2, 2015.

7. Updates

Measure E Project Updates

Matt Kennedy advised that the \$220 million dollar Measure E budget for MJC is down to \$23 million unencumbered with most of the projects closed out.

Matt provided the following updates:

- Science Community Center (Great Valley Museum) – Great Valley Museum installs are continuing.
- GVM Storage – This project is under construction with a spring 2015 completion date. The remaining construction is fairly simple building projects.
- North Hall Project (East Campus) – This project is under construction and is on schedule for completion in May 2015.

West Campus Roads & Pathways – Matt Kennedy

The west campus roads schedule is tentative. The western/northern roads have planned completion in spring 2015 and the southern/eastern roads in August/September 2015. When a new connection to Brink Road is under construction, there will be a temporary by-pass road.

Additional projects – Although not an MJC project, there was discussion that the intersection of Bluegum Avenue to the campus was approved by the City of Modesto and the city agreed to maintain the intersection. After a design is approved, this project would commence around November/December 2014 and complete March 2015.

The District office building is in DSA (Division of the State Architect) now awaiting state approval. After the bidding stage, construction should start in February 2015. During construction, A Street in front of building 1300 will be inaccessible.

East Campus Roads & Pathways – Matt Kennedy

The North Drive road is in the DSA process. Construction is scheduled for May/June 2015 which will coincide with the completion of North Hall. Construction will then start on South Drive which will eliminate the use of South Drive starting in July 2015 through August 2015.

The Roads project is phased to minimize the interruptions.

The re-surfacing and improvements to the pathway behind the Student Center (Stadium Drive), roads around the athletics area and baseball field ADA improvements are scheduled for September/October 2015.

John Zamora suggested that these improvements also take place during the summer as to minimize disruption during the fall semester 2015.

ADA Issues – Lorena Dorn/Francisco Banuelos

ADA committee has not met and has not received any complaints this semester to date.

Facilities Update – Dave Keener

Facilities was busy over the summer with the following projects:

- Assisted in East Campus Bookstore remodel including preparation, paint and cabinetry work.
- Repaired and painted press boxes in the stadium.
- Baseball field repairs including irrigation issues.
- Tree maintenance on both East and West Campus.

Kathy Rau inquired if the removed trees will be replaced. Dave advised they will be through a tree replanting process which includes a guideline of approved trees.

Facilities Planning – Tim Nesmith

- Facilities planning is ready to revise their Continuity of Operations Plan (COOP).
- The Measure E renovation to the upstairs of the Manzanita Building at Columbia College is underway.
- The Prop 39 funded grant has been utilized to replace lighting and lighting retrofit in multiple areas including gym LED lighting. The lighting in 5 tennis courts was replaced with the remaining 6 courts to be replaced next year. Most of the funding for 2015-2016 from this grant will be applied to Columbia College and he anticipates the funding for the third year will once again be used for MJC.
- Sewer line replacement in the classroom annex will take place in the 2014-2015 year.
- Re-roofing of older buildings will also be an ongoing project.
- The HVAC replacement in the Mi-Wuk building will be completed by next year, 2015-2016.

Risk Management

Dorothy Pimentel was unavailable for an update.

Campus Safety/Parking & Traffic Issues/MJC Health & Safety Sub-Committee – Becky Crow

Becky Crow advised the council that they had some day pass parking permit machines vandalized approximately 3-4 weeks ago. Campus Safety worked with California State University Stanislaus and our district locksmith for a solution. The machines are up and running with the exception of 3 that they are awaiting parts on.

The MJC Health & Safety Sub-Committee did not meet over the summer. They meet quarterly and will meet next on October 3, 2014 where the topics will be hazardous waste management (particularly with the science department), ladder safety, the development of a SharePoint, and working with health services regarding influenza.

Technology Services/Media Services – Jeff Swank

Tech Services replaced the computer labs in the library and serviced and updated every computer lab along with several other projects that were going on.

Media Services updated 11 classrooms to multi-media standards and were going to be upgrading the multi-media systems in lecture buildings but were stalled due to the presence of asbestos in those buildings. Measure E buildings including the Ace Pavilion and Science Community Center classrooms continue to have intermittent problems with the multi-media equipment that they are continuing to try to resolve these issues.

Space/Scheduling – Sherri Suarez

Academic Import has been completed for spring 2015. Summer/fall schedules are beginning to be imported as well.

Other

There was an inquiry as to what the old GVM building will be used for. Tim Nesmith advised it will not be utilized; however, the annex buildings will be used for lapidary classes through Community Education.

8. Adjournment

Meeting was adjourned at 3:39pm.