

**Modesto Junior College**  
**Facilities Council Meeting**  
 Meeting Summary  
**September 17, 2018**  
**2:00pm-4:00pm**  
**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	✓	
Jorge Alvarado	ASMJC Rep	✓	
Alicia Arceo	CSEA Rep	✓	
Don Borges	Dean Rep	✓	
Ashley Griffith	ADA Coordinator		✓
Anthony Guzman	ASMJC Rep	✓	
Jim Howen	Academic Senate Faculty Rep	✓	
Lisa Husman	Recorder	✓	
Judy Lanchester	Director, Facilities Planning & Operations	✓	
Matt Page	CSEA Rep	✓	
Yolanda Perregil	Assistant Director, Facilities Planning & Operations	✓	
Dorothy Pimentel	Risk Manager		✓
Alejandro Sabre	Academic Senate Faculty Rep		✓
Glen Stovall	CSAC Rep		✓
Sherri Suarez	Events/Facilities Coordinator & CSEA Rep	✓	
Jeff Swank	Director of Media Services	✓	
Bill Watts	Campus Safety Operations Supervisor	✓	

**Guests**

Patrick Pimentel
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**Substitutes**

Jacquelyn Forte for Ashley Griffith
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**Vacancies**

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

Al Alt called the meeting to order at 2:07pm. Introductions were made for new members.

**2. Approval of Facilities Council Minutes – 04/16/18**

**Action Item:**

**Motion:** Don Borges made a motion to approve the minutes from 04/16/18.

**Seconded by:** Sherri Suarez

**Result:** Motion passed.

### **3. College Wide Evaluation & Goal Setting**

A college-wide evaluation was used for the first time for 17-18. This was used in order to gather uniformed data of all councils and committees. The results from the 5 participants were posted on the Facilities Council website last week. This Council will utilize the results to inform our work going forward and to assist in setting goals. We will continue to support accreditation and any follow up as a result of accreditation as one of our goals.

In reviewing the survey, it appeared that some of the results were blank toward the end of the document.

Lisa will review the results in survey monkey, send out an update and we'll bring them back to our next meeting for review.

Throughout the meeting, the following goals were established:

- Move forward toward the process of a smoke and tobacco-free environment.
- Support the accreditation process.

### **4. Article on smoke and tobacco free Community Colleges**

An article was released on May 15, 2018 announcing all California Community colleges would soon be smoke and tobacco-free stating The Board of Governors had voted to adopt a new resolution banning smoking and tobacco. This short article was posted to the website prior to the meeting.

Since the above mentioned article was released, the California Community Colleges released a memo dated 07/26/2018. This memo does not give a specific process on how to make the campuses smoke and tobacco free but it lists links and guidance and supports the colleges if they choose to go smoke free but doesn't say we "shall". At this point, it's still a college to college policy.

ASMJC has reviewed this policy in the past. If MJC chooses to go smoke and tobacco free, it would be discussed with ASMJC and go through the governance process which would include Facilities Council and College Council. Al offered to go to an ASMJC meeting to provide information.

There was consensus to agendize this item for the next meeting.

The process toward a smoke-free environment will also be listed as a Facilities Council goal.

### **5. Total Cost of Ownership report from District**

There was early discussion about the Total Cost of Ownership plan last year. We were hopeful to get the report from District by mid-September.

The college cabinet has received a "pre-draft" of the Facilities Cost of Ownership plan. The college cabinet and District are reviewing and validating the information prior to bringing the document to the governance committees. Susan Yeager is very cognizant of the governance process so we will be seeing the TCO documents in the governance bodies.

Judy mentioned this is a data driven process and we would be talking about it collectively.

The document is moving toward finalization to align with accreditation.

## 6. Updates:

### Measure E and Scheduled Maintenance Projects – Judy Lanchester

#### FUSION Report

Judy presented the Facilities Utilization Space Inventory Options Net (FUSION) report. This is a state required scheduled maintenance report that is due to the state by 10/01/2018. The Council reviewed all of the projects via PowerPoint. (The report is posted on the Facilities Council webpage under documents for the 09/18/18 meeting).

The pool project was a highlighted topic as re-plastering of the pool was already on the list before the explosion incident. There are tiles that need to re-grouted, rebar and rust coming through along with leaks. The question at hand is, do we re-plaster and repair now that the pool is drained from the incident?

Judy advised that the estimate to re-plaster and repair the pool is \$1,000,000. She added that this is the most the costs would be as this is a padded estimate.

There was discussion regarding the \$5.4 million one-time money that the college will be receiving and the prioritization of this funding. A portion of this money could be considered for certain repairs, ADA compliance issues, and other district wide initiatives including security and access control. This funding item will be brought back to Facilities Council as it goes through the prioritization process.

Judy asked the Council for permission to send the FUSION document forward to the state, however the report was not listed as an action item. There was consensus to move the report forward with no objections.

#### Regular Report:

- Ag Modular building project. Project is in bidding phase. Bids will open on September 25th. The project anticipated completed date is December 2018.
- ACE Equipment Facility - In planning phase.
- Heating Decentralization - Project is nearing completion. Boilers have been installed and heat is available to Art, Music, PAC, and Morris. Landscape still needs to be installed. Gravel and plants to be added. Specialize drought tolerant plants will be received within the month.
- El Capitan Parking - Parking Lot under construction. Project moving along on schedule.
- FTC - Project nearing completion. Connection to Metasys server and additional roof work needs to occur.
- John Muir Hospitality - Project is in DSA, projects consists of the renovation of the Hospitality area. It also includes the renovation of the lower level restrooms, both men's and women's. Drinking fountain with bottle filler will be installed, as well.
- John Muir Reroof and Skylights - Project is being awarded and construction will begin on 10/1. Area needed for staging area located on the east side of John Muir.
- John Muir HVAC – Project is in DSA. Construction timeline April through August 2019.
- MJC Painting - Completed with the exception of Sierra and Yosemite, and the Science Community Center Dome. Leaking in building needed to be evaluated. Leak found, specifications and test area in progress.
- MSR - Exterior project. In the planning phases.

- Morris Switchgear - MID reviewing plans. Work being planned for the holiday break.
- Glacier Hall project - Project planning completed. Project is in bidding phase. Bid opening on September 25th. Project will be taking place inside the building with instruction nearby.
- Science Outdoor Education - Project underway. Anticipated completion January 31, 2019. Greenhouse will take the longest to installation.
- Tenaya Welding Lab - In planning stage.

#### **Facilities Update & Planning – Yolanda Avila**

- Yolanda stated she is staying busy assisting Judy on the day to day operations.
- The west campus loop road changed/re-aligned the assignments for groundskeepers.
- Giving full support for athletics as one of the main priorities making sure fields are ready.
- The track is finished with 20% of the bid going to ADA upgrades including partitions, and 1 sink and 1 toilet in each stall.
- Currently working with MJC on ways to preserve the track with thoughtful rules for the community. There was discussion regarding open hours and policy changes for the track. Any policies would come through Facilities Council and need fully constituent review by other councils prior to any changes. If these are college policies, they wouldn't necessarily go to the Board. If they are Board policies then they would need Board approval.
- Judy Lanchester, Susan Yeager and Dorothy Pimentel are working diligently to get facilities and the pool back online. This has been a joint effort including facilities staff, MID, PG&E and outside contractors.

#### **ADA Issues – Jacquelyn Forte for Ashley Griffith**

- No report at this time.  
Jacquelyn did advise that the testing center in Yosemite Hall on west campus is extremely hot. Students were asking to be moved to a different area. Yolanda and Judy took note at the meeting and will take care of.

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

- Not available for a report at this time.

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

- The beginning of the semester went well with traffic and parking. The loop roads are working well and are not requiring traffic control.
- The Health & Safety Committee met last week and reviewed the pool incident. Security coverage of the pool went well and were able to have pool coverage 24 hours per day.
- We have a service contract on day pass machines throughout the college campuses. Due to the high cost we are bringing these machines in in stages. We are waiting on parts on a few machines. We currently have a credit card machine at the second entrance on west campus.
- We have had a few vehicle thefts and a lot of burglaries. We are continuing to heavily patrol the lots.

**Media Services – Jeff Swank**

- Media Services has been working on close to 20 classroom renovations as additional funding sources are identified.
- There is a recurring problem with the sound system in the stadium. The system works well until the graduation ceremony and then it's less than optimal. This has been the case for the last 3 years. This is being worked on and will probably be asking facilities for assistance with reaching the speakers on this project.

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

- Staying very busy keeping the technology running. No new report at this time.

**Space/Scheduling – Sherri Suarez**

- No report at this time.

**7. Check-out**

The next meeting is scheduled for Monday, October 15, 2018 in Library Basement 55.

**8. Adjournment**

Meeting was adjourned at 4:00pm.