

**Modesto Junior College**  
**Facilities Council Meeting**  
 Meeting Summary  
**September 18, 2017**  
**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	✓	
Yolanda Avila	Assistant Director, Facilities Planning & Operations	✓	
Don Borges	Dean Rep	✓	
Lilibeth Bravo	ASMJC Rep	✓	
Lonita Cordova	ADA Coordinator	✓	
Jim Howen	Academic Senate Faculty Rep		✓
Michael Howen	CSEA Rep	✓	
Lisa Husman	Recorder	✓	
Judy Lanchester	Director, Facilities Planning & Operations		✓
Dorothy Pimentel	Risk Management Specialist	✓	
Mary Ann Rogers	CSEA Rep	✓	
Alejandro Sabre	Academic Senate Faculty Rep		✓
Glen Stovall	CSAC Rep	✓	
Sherri Suarez	Events/Facilities Coordinator & CSEA Rep	✓	
Jeff Swank	Director of Media Services	✓	
Peter Vang	ASMJC Rep	✓	
Bill Watts	Campus Safety Operations Supervisor	✓	

**Guest**

<b>Name</b>
Patrick Pimentel, Sr., Director of Technology Services

**Vacancies**

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

Al Alt called the meeting to order at 2:06pm. Introductions were made for new members.

**2. Approval of Facilities Council Minutes 04/17/17**

**Action Item:**

**Although we had quorum at today's meeting, Al suggested we hold off approving the minutes until our next meeting to allow our new members a chance to review the minutes.**

Al conveyed to new members that a key agenda item from the last meeting was "Safety Barriers" presented by John Black. These barriers, mostly consisting of cement tables and planters have been installed around both campuses. He added that the intention of these barriers were to prevent vehicular traffic with pedestrian traffic.

**3. 2016-2017 Survey Results**

Due to the lack of feedback (1 response) on the 2016-2017 survey, we will not be utilizing the data to set goals or for developmental items.

#### 4. Goal Setting/Assessment & Reflection

Al discussed the importance of the upcoming accreditation visit October 1 – 5. Facilities Council is one of five councils that reports to College Council. He advised that any member from any of the councils may be requested for a meeting.

There was consensus to create supporting accreditation as a goal through the fall.

A second goal that resulted from the discussion was to engage constituents more thoughtfully. Goal three is to improve communication relating to facilities projects.

The fourth goal will be the Education Master Plan and identifying areas that Facilities Council will be influenced by.

John Zamora agreed to create an EMP presentation for Facilities Council to include addressing our strategic goal, engaging the MJC community as a whole and creating a variety of workgroups to continue to move the campus forward. This will also provide an avenue for those who may not have been previously involved to participate.

#### 5. Updates:

##### **Measure E Project Updates, Facilities Update/ Planning & Scheduled Maintenance Projects – Yolanda Avila for Judy Lanchester**

- Painting is currently under way.
- Winter break projects include a small asbestos removal in the gym.
- The football area and adaptive PE areas have been switched in the gym.
- Working with IT to switch the help desk in Sierra Hall with Media Services in John Muir.
- Screen walls are up and around the Student Center.
- Working on HVAC in the Art Building.
- Decentralization of Student Center phase 2 has been completed. Getting ready to bid phase 3 which will include the Morris Memorial Building, Performing Art Center, Music and Art Buildings.
- ADA Renovation to the Music Building restrooms during phase 3 will consume 20% of the DSA budget.
- East campus road projects came out great.

Al thanked Facilities for their understanding of his request not to mow the quad during optimal student use time. He asked that quad mowing take place in the earlier morning hours so students could continue to enjoy the surroundings provided for them.

##### **ADA Issues – Lonita Cordova**

- Lonita relayed they are currently working on a new ADA compliant door for the DSPS area and a ductless A/C unit and ADA table in the alternate testing center.

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

- Dorothy is currently working on the California Environmental Reporting System (CERS Report). They will complete west campus followed by east. She wants everyone to be aware of slips, trips and falls that tend to increase as we come into the fall/winter months due the wet weather. She mentioned that student injuries were actually higher than athletic injuries this year. Glen mentioned that the half circles that clear the door openings in Forum are faded causing a hazard. Yolanda advised they would get those repainted as soon as possible.

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

- Bill expressed his appreciation to Facilities for all of their work on the new campus roads. He stated the traffic flow is so much better on west campus. Officers just started citing for parking cites last week.

### **Media Services – Jeff Swank**

- Jeff reported they've been very busy with setting up for the beginning of the fall semester including video recordings for classes. They've also been deep in supporting the media needs of the accreditation team. He's been working with Jenni Abbott to get equipment quoted/ordered for the Student Services Building queueing system. He's also been working on interactive flat panels for Geography. Jeff has also been working with Mike Sundquist regarding the multi-media system in Performing Arts Center 243 and upgrading the video system of the PAC main stage. In Columbia, he's been working on the multi-media installs design.

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

- Patrick reported that his department should have a Vice Chancellor of IT by November. He advised they've been holding off on smaller installations while getting all of the big moves and installs done for the new fall semester.

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

- Sherri is currently importing the spring class schedule. She also expressed her appreciation to Jeff Swank and his media staff, Patrick Pimentel, Sr. and his information technology staff along with facilities for all of their assistance in the duplicating re-organization.

## **6. Check-out**

Our next agenda will include approving minutes, goals, EMP presentation by John Zamora.

Meeting was adjourned at 3:15pm.

The next meeting is scheduled for Monday, October 16, 2017 in Library Basement 55.