

Modesto Junior College
Facilities Council Meeting
 Meeting Summary
September 19, 2016
 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 | ✓ | |
| Don Borges | Dean | ✓ | |
| Jim Howen | Academic Senate Faculty Rep | ✓ | |
| Lisa Husman | Recorder | ✓ | |
| Lloyd Jackson | Campus Safety Operations Supervisor | ✓ | |
| Judy Lanchester | Assistant Director, Facilities Planning & Operations | ✓ | |
| Cindy Lopez | ASMJC Rep | ✓ | |
| Tim Nesmith | Director, Facilities, Planning & Operations | | ✓ |
| Amy Nevarez | ASMJC Rep | ✓ | |
| Dorothy Pimentel | Risk Management Specialist | ✓ | |
| Martha Robles | ADA Coordinator | ✓ | |
| Alejandro Sabre | Academic Senate Faculty Rep | | ✓ |
| Glen Stovall | CSAC | | ✓ |
| Sherri Suarez | Events/Facilities Coordinator & CSEA Rep | | ✓ |
| Jeff Swank | Director of Media Services | ✓ | |
| Angie Vizcarra | CSEA Rep | ✓ | |

Guest

Name

Patrick Pimentel, Sr.

Kathy Rau

Vacancies

YFA Representative

1. Welcome/Introductions/Call to Order

- Al Alt called the meeting to order at 2:05pm. Introductions were made for new members.

2. Approval of Facilities Council Minutes 03/21/16 and 04/18/16

Action Item:

Motion: John Zamora made a motion to approve both sets of minutes.
Seconded by: Don Borges
Result: Motion passed unanimously.

3. Facilities Council Rep for College Council

- Al Alt advised the Council that we need a Facilities Council representative for College Council. There were no volunteers at this time.

4. Bench Follow-Up

- Tommy Ledesma, Student Senate President, has been made aware that Facilities Council has approved the recommended bench.
- Al Alt will be on the agenda for the ASMJC meeting on 9/30/16.
- Facilities Council had discussion regarding the possibility of funding still being available and the number of benches to be ordered.
- ASMJC is also still interested in the power infrastructure project.
- Tommy Ledesma will be invited to our next Facilities Council meeting on 10/17/16.

5. Evaluation

- The evaluation is geared to inform the Council on their goals.
- Although only 5 out of 13 members participated, there is a trend showing goal setting is a concern.
- Finalizing the process will be a priority for the Council.

6. Goal Setting (Safety by Design discussion)

- Al provided a copy of the Physical Security Planning PowerPoint presentation that had been presented in a meeting by John Black, Director of District Security, regarding Safety by Design.
- The Physical Security Planning presentation includes a comprehensive review of all safety concerns/issues. Some of the items included are:
 - Identifying vulnerability
 - Signage and way finding
 - Lighting
 - Cameras/security protocols
 - Fencing
 - Bollards
 - Protection of utilities
 - Call boxes
- The Council would like to invite John Black to a meeting to present on the subject.
- The Council would be able to consider items and prioritize them. This would help inform our thinking and we'd be able to develop goals from there.
- There was consensus to choose 1 – 3 goals that we'd be able to accomplish.
 1. Campus ADA process with the ADA Committee
 2. Non-smoking campus implementation plan
 3. Finalize facilities request process

Other (Holiday Calendar)

- There was consensus to remove the December 19th meeting from our schedule as the semester will be over and many members will already be on holiday break. If needed, we will try to schedule a meeting in February working around the President's Day holiday.

7. Updates:

Measure E Project Updates – Matt Kennedy

- Not available for a report at this time. A link to the Measure E Bond Program is listed [here](#).

ADA Issues – Martha Robles

- Martha is finalizing the representatives for the ADA Committee. They will meet two times per semester; October, November, February and March.

Facilities Update/Scheduled Maintenance Projects – Judy Lanchester

- Library baffling
Researching – architect meeting with sound engineer
- Yosemite
- Founders Hall- replacing chilled water pumps will be complete by October 10th
- Bleachers have been completed
- MeWuk canopy is in the planning process; winter recess project
- Greenhouse project funded by Ag is in the planning process
- Future projects scheduled for Summer 2017:
Recoat journalism, classroom annex and student center
Replace mixing boxes Founders Hall
Replace electrical distribution system Student Center
Replace fan coils and refrigeration system in Art building
Replace roofs on swine barns
Partially replace tile walkways John Muir
- Flooring in Sierra Hall scheduled for November 11
- Facilities are focused on campus and district moves
- Carpenters are installing paper towel dispensers 9/1-9/15/16
- Repairing support beams on wood door in MeWuk 8/29-9/2/16
- Taxidermy animals being mounted 9/5-9/9/16
- Working of roof drains 9/12-9/16/16
- Adjusting windows in Yosemite and Sierra 9/19-9/30/16
- Locksmith will be rekeying gym and addressing CAT building door situations
- Painters will be working on wood doors in child development, FTC windows, gates, trim and doors, women's PE 220 and hallway and Art 207
- Grounds are in the process of developing a tree plan and watering of arboretum
- Other projects: building inspections, roll up doors, emergency lighting, student center and other locations phone booth removal, power wash paths of travel and buildings, bench project, lapidary a/c and electrical needs, Lennox lab

Campus Tree – Al Alt and Judy Lanchester

- There was discussion over the history of a landmark tree on campus that needs to come down due to an arborist report.
- Judy Lanchester has been dealing with the project. It shouldn't be her sole responsibility.
- A copy of the arborist report will be presented at Facilities Council for review.

Facilities Planning – Tim Nesmith

- Not available for a report at this time.

Risk Management – Dorothy Pimentel

- Working on a project with Don Borges regarding safety concerns of the drinking water at Beckwith Ranch.
- Working with ASCIP who are willing to provide accidental insurance coverage for our childcare facility.

Campus Safety/Parking & Traffic Issues/MJC Health & Safety Sub-Committee – Lloyd Jackson

- Electronic parking permits working out well. We've had some complaints from faculty and staff and very few from students.
- Last week was the first week of citing for the semester. The number of violations written for no-parking fee is down which also reflects well on the parking permit program.
- Students continue to park in places they shouldn't including the cell tower area and along roadways. Parking lot 216 north of the Ag Pavilion remains empty.
- The facilities department has put up generator lights to illuminate the parking lots 209/211 as the construction project has taken down the standard lights in those areas.
- We are working on removing the golf carts from outside of the John Muir building and placing them inside the storage area in the Mi-Wuk area.
- As probably noticed on the telephones, we've been testing the Emergency Notification Systems. Additionally, over the summer, the officers went to all classrooms and conference room and tested the phones in those areas. A report of non-functioning phones was given to IT.
- We are currently in the process of repairing alarm systems in the Ag Pavilion and Tenaya Complex due to failures. An analysis was done to determine the cost of upgrading the entire alarm system at MJC to IP.

Media Services – Jeff Swank

- Not available for a report at this time. Jeff had to exit the meeting prior to reporting.

Technology Services – Patrick Pimentel, Sr.

- Technology has been working with facilities on the college moves and the upcoming District move.

Space/Scheduling – Sherri Suarez

- Not available for a report at this time.

8. Adjournment

Meeting was adjourned at 4:00pm.

The next meeting is scheduled for Monday, October 17, 2016.