

Modesto Junior College
Facilities Council Meeting
 Meeting Summary
November 16, 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	✓	
Ashley Griffith	ADA Coordinator	✓	
Lisa Husman	Recorder	✓	
Judy Lanchester	Director, Facilities Planning & Operations	✓	
Diana Ledesma	ASMJC Representative		✓
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	Academic Senate Representative	✓	
Glen Stovall	CSAC Representative		✓
Sherri Suarez	Events/Facilities Manager	✓	
Jeff Swank	Director of Media Services	✓	
Bill Watts	Campus Safety Operations Supervisor	✓	

Guests

Margo Guzman

1. **Welcome/Introductions/Call to Order**
 Sarah Schrader called the meeting to order at 2:01pm.
2. **Approval of Facilities Council Minutes – 10/19/2020**

Action Item:

Motion: Sherri Suarez made a motion to approve the minutes from 10/19/2020.
Seconded by: Don Borges
 10 ayes. 0 nays. 3 abstentions.
Motion passed.

3. Prioritization of Small Capital Outlay Projects

The prioritized list of small capital outlay projects was emailed to the Council after the last meeting. Members were going to reach out to constituent groups and come back with a prioritized list based on the feedback they received or determine if we were going to move forward with the prioritization that was provided by Facilities. There were still members and groups that had not had a chance to prioritize this list. The information was resent to the Facilities Council members. Facilities will need to know the prioritization list by our meeting on December 7 at the latest.

It was confirmed with Judy Lanchester that the Soccer Path of Travel and the Track and Jump Relocation Project was approved at College Council and we are able to move forward with those.

4. Participatory Governance Workgroup Request/Feedback

Sarah shared the Proposed Structure of College-Wide Participatory Governance at MJC document. This was put forward by the Participatory Advisory Workgroup that was created to update the Engaging All Voices Document. One of the proposals from the workgroup is that the Facilities Council and Resource Allocation Council be combined into one committee being tentatively called Budget & Facilities Planning Committee. The proposed duties of the committee would be budgetary master planning and development, resource allocation model, facilities master planning, swing space and facilities TCO planning and ADA compliance and planning. We will also be talking about what the committee size and make up would look like, duties, charges, term lengths, and responsibilities.

Sarah relayed that she is looking for feedback on the proposed recommendations from the workgroup.

Conversation ensued regarding thoughts and ideas of the workgroup's recommendations.

Sarah requested that Council members email their feedback to Lisa by November 30 in preparation of our December 7 meeting.

5. Updates:

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

Construction is moving well and smooth on all campus projects.

Facilities & Planning – Yolanda Perregil

Facilities and Planning is running smoothly. All employees are back on site 100%.

Actively getting sports fields ready.

The pool is open and running well.

Facilities is targeting buildings and spaces that they normally cannot get into so they are doing work on those areas while they are not occupied by students.

ADA – Ashley Griffith

No report out at this time.

Risk Management – Dorothy Pimentel

No report out at this time.

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

Campus Safety is still handing out laptops and hotspots. Everything running well.

Media Services – Jeff Swank

Jeff advised that they making the best use of this time with no students occupying classrooms. They are working with Margo’s team installing computers, doing maintenance and fixing issues with the AV systems. AV equipment that was damaged with the water leak in the Science Community Center has been ordered. Jeff’s team will be working with Athletics to connect a new scoreboard ordered for the softball field.

Technology Services – Margo Guzman

Margo advised that she’s been working with Jeff’s team to upgrade the smart classrooms on east and west campus, working on work orders, finalize systems for students and working with CaWorks on a project they had.

Space/Scheduling – Sherri Suarez

Sherri advised spaces are scheduled for next semester. Waiting to hear on athletics. Hope to know by December. Mailroom and duplicating are running and supporting staff as needed.

5. Check-Out

The minutes from 10/19/2020 were approved. Council members are to bring back the feedback on the prioritizations of projects to our next meeting. Council members are to complete the input/feedback for the Budget and Facilities Planning Committee based on the Participatory Governance Workgroup draft document. That should be back to Sarah by Nov. 30.

6. Adjournment

Meeting was adjourned at 2:36pm.

Next Meeting: December 7, 2020, 2:00pm – 4:00pm, Online Zoom Meeting.