

Modesto Junior College
Facilities Council Meeting
 Meeting Summary
 December 3, 2018
 2:00pm-4:00pm
 Morris Building, Conference Room A

Committee Member	Representing	Present	Absent
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	Director, Risk Management, Purchasing and Receiving		✓
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

Margo Guzman
Michael Sundquist

Vacancies

YFA Representative

1. Welcome/Introductions/Call to Order

Al Alt called the meeting to order at 2:09pm.

2. Approval of Facilities Council Minutes – 10/15/18

Action Item:

Motion: Don Borges made a motion to approve the minutes from 10/15/18.

Seconded by: Sherri Suarez

Abstained: Jeff Swank (not present at last meeting)

Result: Motion passed.

3. Smoke-free Campus Taskforce

At our last meeting we moved to recommend a task force to College Council. This was for authorization to put a task force together. College Council was very supportive in putting the task force together.

The task force would develop recommendations, review any policies and legal considerations regarding a smoke-free campus.

John Zamora volunteered to co-chair the task force. Suggestions on how to comprise this task force were discussed. Facilities Council members could take the topic back to their constituent groups to find interest and participation. The Council suggested that Amy Yribarren from Health Services be a co-chair if willing to do so or at least a key player in the task force. Health Services is well versed in the topic and has access to community resources. Other groups suggested to be involved were Veterans, Student Life, Program Specialist(s) and possibly County resources. We'll want to be specific in letting any outside agency know that this task force is to discuss a smoke-free campus and not that we've already made it one. The student representatives should be active and engaged as a smoke-free campus would affect thousands of students. To make sure the student body is actively involved, AI will also meet with the ASMJC Student Body President regarding delivery of the information, rather it come from the Facilities Council Student Representatives, presentations at meetings or emails.

AI will reach out to the Columbia College Facilities Council chair. They can work collaboratively with MJC or consider a smoke free campus on their own. The Board policy gives the latitude that each campus can choose to participate or not. Judy mentioned that Columbia may not be ready to go to smoke free campus as they tend to have a lot more smokers which currently have designated smoking areas. Her concern would be taking these areas away and smokers having to move out into more forested areas around the college with a greater chance of causing a fire.

Lisa Husman will forward a copy of [Board Policy No. 3570](#) – Smoking on Campus to the Council.

Action Item:

Motion: Jim Howen made a motion to appoint John Zamora as co-chair of the Campus Smoke Free Task Force.

Seconded by: Judy Lanchester

Result: Motion passed.

4. Campus Facilities Project Request (Benches and Picnic Tables) Second Read – Michael Sundquist

Mike Sundquist started off by thanking Judy Lanchester and her team for integrating the heating/decentralization project including drought tolerant plants and an aesthetic solution.

As an update, Mike advised they've decided to go with decomposed granite instead of gravel in the area behind the auditorium where the cement picnic tables will be installed. This will allow ADA access to the entire area and be less maintenance.

Judy advised that Facilities will be doing the work verses a contractor. That will make it easier to work with for any future repairs, etc.

Action Item:

Motion: Sherri Suarez made a motion to approve the second read and approve the project.
Seconded by: Don Borges
Result: Motion passed.

5. Facilities Total Cost of Ownership (TCO) Report

Susan Yeager and her staff are working on the report. It was distributed in order for constituent groups and to give other governance bodies an opportunity to provide feedback. Feedback should be provided by the end of the term as part of the accreditation report. All feedback should be back to us by December 14 at 5pm which should give ample opportunity for any changes to be made by Judy Lanchester.

The Facilities Council meeting on December 17, 2018 will be cancelled. If anything materializes and a meeting needs to be set, an email/invite will go out.

6. Parking Committee

The Board of Trustees is concerned regarding parking issues on campus and have designated the college with putting together a Parking Committee. The concerns are there is not enough parking on campus and the parking lots are not lighted and improved. A lot of students are parking off campus which is putting them in less safe areas to avoid paying the parking pass fee.

The group formed will actually be a task force. Al has volunteered to be the chair or co-chair.

The task force will discuss how to make the under-utilized parking lots more appealing to students.

Action Item:

Motion: John Zamora made a motion to have the Parking Task Force as part of Facilities Council with Al as the chair. The task force will communicate how to make our parking lots more attractive to students with a possible fee structure. The task force will circle back to Facilities Council and will also consider a co-chair.

Seconded by: Jim Howen

Result: Motion passed.

7. Updates:

Measure E & Scheduled Maintenance Projects – Judy Lanchester

Judy's report was provided prior to the meeting. See below:

Ag Equipment Facility – Measure E

- Project in design phase
- Construction to begin 2019

Ag Modular Project – Strong Workforce Funding

- Project in construction
- Construction completion end of December/early January

Glacier Hall Remodel – Strong Workforce Funding

- Project in contract phase/original contractor withdrew – working with 2nd contractor
- Construction to begin in December

EI Capitan Recladding – Measure E

- DSA submission complete
- Project bids received, under review

El Capitan Parking Lot 208 – Measure E

- Project ahead of schedule
- Project may reopen around or near 12/10

Heating Decentralization Phase 3 – Measure E

- Project nearing completion
- Temporary fencing up for vegetation
- Landscape and punch list (repairs by contractor) still need to be completed

John Muir Hospitality Lab Renovation – Strong Workforce/Measure E

- Project in design phase
- Construction planned for Summer 2019

John Muir HVAC Replacement – Measure E

- Project in DSA
- Bid dates have been established
- Project scheduled for Summer 2019

John Muir Roof and Skylights – Measure E

- Project is complete
- Punch list is nearing completion

Mary Stuart Rogers – Student Funds

- Project in design phase
- Construction planned for Summer 2019

Morris Memorial Switchgear – Measure E

- Project in design phase
- Construction planned for Summer 2019

Science Outdoor Education – Measure E

- Project in construction
- Greenhouse has a long lead time/gap is narrowing

Sierra & Yosemite – Painting – West – Measure E

- Specifications manual being produced

Tenaya Welding Lab – Strong Workforce

- Project in design phase
- Booths being ordered
- Construction planned for Summer 2019

Facilities & Planning – Yolanda Perregil

Everything moving along well. No updates at this time.

ADA – Ashley Griffith

No updates or ADA complaints at this time.

Risk Management – Dorothy Pimentel

Not available for a report.

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

Not available for a report.

Media Services – Jeff Swank

Getting ready for audio/visual installs starting in May. A few are currently being done prior to May. Gearing up for the Science Community Center 114/115 projection project this summer. Projects in John Muir include new audio/visual installs and a computer lab. Currently working on filling vacant positions in Media Services.

Technology Services – Margo Guzman

Slowly transitioning into new position. Just finished the upgrade in the DSPS lab. Replacing two vacant staff positions.

Space/Scheduling – Sherri Suarez

No report at this time.

8. Check-out

There was consensus to cancel the December 17, 2019 meeting as it falls after finals and prior to the holiday week. If anything materializes and a meeting is required, one will be scheduled. Our next meeting is scheduled for January 21, 2019.

9. Adjournment Meeting was adjourned at 3:38pm.