

**Modesto Junior College
Facilities Council Meeting
Meeting Summary
December 15, 2014
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 | ✓ | |
| Johnathon Andrews | ASMJC Rep | ✓ | |
| Becky Crow | Director, Campus Safety | ✓ | |
| Lorena Dorn | ADA Coordinator | ✓ | |
| Jim Howen | Academic Senate Faculty Rep | ✓ | |
| Lisa Husman | Recorder | ✓ | |
| Dave Keener | Campus Operations Manager, Facilities Operations | ✓ | |
| Erik Klevmyr | CSAC | ✓ | |
| Pedro Mendez | Dean | ✓ | |
| Tim Nesmith | Director, Facilities, Planning & Operations | ✓ | |
| Dale Phillips | YFA Rep | ✓ | |
| Dorothy Pimentel | Risk Management Specialist | ✓ | |
| Kathy Rau | ASMJC Rep | ✓ | |
| Alejandro Sabre | Academic Senate Faculty Rep | | ✓ |
| Sherri Suarez | Events/Facilities Coordinator & CSEA Rep | ✓ | |
| Jeff Swank | Director of Media Services (<i>Interim</i>) | ✓ | |
| Angie Vizcarra | CSEA Rep | | ✓ |

Substitute

| Name | Member Substituting For |
|-------------|--------------------------------|
| | |

Guest

| Name | Position |
|--------------|-----------------|
| Matt Kennedy | Kitchell |

1. WELCOME & INTRODUCTIONS/CALL TO ORDER

Al Alt called the meeting to order at 2:04pm.

2. APPROVAL OF MINUTES

12/01/14 Facilities Council Minutes for Approval

Action Item:

Motion: Pedro Mendez moved to approve the minutes of 12/01/14

Seconded by: Becky Crow

15 ayes, 0 nays, 0 abstentions

Result: Motion passed unanimously

INFORMATIONAL ITEMS

3. Naming North Hall

Al Alt reported the following:

- Jennifer Hamilton is leading the naming of North Hall.
- The division's first meeting will be in December with a second meeting after winter break.
- Al advised putting a name forward for the February board agenda will get that name onto our scheduling system.
- This recommendation would come to Facilities Council, sent on to College Council and then to the governing board for final approval.

4. Project Procedures Request Form

- A draft of the "Facilities Council Project Procedures" form was distributed to Facilities Council for feedback.
- A cover sheet/instruction sheet will also accompany the request form. (A draft copy will be distributed before our next meeting on Feb. 2, 2015).
- An important point was made that the approval process should go through Dean's Cabinet if the request is instructional related.
- There was discussion of goal setting for the following year and a process needed for items that won't need to come through Facilities Council for approval.

5. Updates

Measure E Project Updates – Matt Kennedy

Matt provided the additional following updates:

- There are not a lot of changes with Measure E Projects from last month.
- The Science Community Center is active with the Great Valley Museum installation and this will go forward through the first of the year.
- Resin work will be completed during the winter break.
- The Great Valley Museum storage building is still under construction but was halted due to heavy rain.
- There was a faculty tour of "North Hall" last week. North Hall construction continues. The project is on schedule to be completed for a fall 2015 opening date with plenty of time for furnishings and fixtures in the spring of 2015.

West Campus Roads & Pathways – Matt Kennedy

- This project has a preliminary design and they will be meeting with Campus Safety and the Agriculture departments regarding impacts in the area.

East Campus Roads & Pathways – Matt Kennedy

- All east campus projects are in DSA now and awaiting approval to start in May 2015.

ADA Issues – Lorena Dorn

- No report as they have not met since Facilities Council's last meeting on 12/01/14.

Facilities Update – Dave Keener

- The interior painting of the Morris Building continues and should be completed in January 2015.
- A large counter was moved from one side of Morris to the other.
- Heavy rain has caused some mechanical issues including boiler problems.
- Portable heaters were handed out during the boiler failure.

Facilities Planning – Tim Nesmith

- Tim Nesmith reported the portable space heaters must be returned when the boiler problems are repaired.

Scheduled Maintenance Projects – Tim Nesmith

- The traffic signal project contract has been let.
- The light poles can take up to 4 months which causes some delay.
- The project will begin after the first of the year.
- Contractors are now able to complete packets to pre-qualify.
- The Manzanita project at Columbia College is under construction and going well.

Risk Management – Dorothy Pimentel

- No update at this time.

Campus Safety/Parking & Traffic Issues/MJC Health & Safety Sub-Committee – Becky Crow

- No update at this time.
- Becky Crow will be retiring this month and Lloyd Jackson will be representing Campus Safety.

Technology Services/Media Services – Patrick Pimentel Jr./Jeff Swank

- TRIO is moving from upstairs Morris to downstairs with several network drops needed.
- Patrick relayed that Tech Services will need to know what they will be supporting in “North Hall”. Al Alt advised he will check into that.
- We will be migrating to Office 365 in the spring and will have the ability to download Office Suites, have up to 5 personal devices supported, 50gb of inbox space and 1T of hard drive space.

Space/Scheduling – Sherri Suarez

- The track will be shut down soon over the winter break for repairs, resurfacing and restriping. The track will be locked down and a press release already went to The Modesto Bee. The track will re-open on January 5, 2015. If an extension is needed due the wet weather, that will be addressed at that time.

6. Adjournment

Meeting was adjourned at 3:04pm.