

**Modesto Junior College
Facilities Council Meeting
Meeting Summary
October 20, 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
Mark Anglin	Pedro Mendez

Guest

Name	Position
Matt Kennedy	Kitchell

1. WELCOME & INTRODUCTIONS/CALL TO ORDER

Al Alt called the meeting to order at 2:05pm. All of the members of Facilities Council introduced themselves.

Al Alt reported of the medical emergency on campus this morning. He expressed gratitude to the members of Campus Safety and first responders who did an exemplary job.

Universal precautions and AED were deployed per district policy.

Future agenda items will include: universal precautions and AED use and locations.

There was discussion regarding how many AED's the college should have and where they should be placed.

2. APPROVAL OF MINUTES

09/15/14 Facilities Council Minutes for Approval

Action Item:

Motion: Mark Anglin moved to approve the minutes of 09/15/14

Seconded by: John Zamora

10 ayes, 0 nays, 0 abstentions
Result: Motion passed unanimously

INFORMATIONAL ITEMS

3. Facilities Council Representative for College Council

AI advised there is an opportunity for a Facilities Council member to serve on College Council which meets twice per month. There were no volunteers at this time.

4. Re-scheduled meeting for February 2, 2015

Reminder from our September 15, 2014 meeting: the January and February meetings conflicted with holidays. January was cancelled and February was re-scheduled for Monday, February 2, 2015.

5. Naming “North Hall” – AI Alt

- We are in the process of naming (re-naming) “North Hall” and will be soliciting input.
- YCCD Board Policy 6620 Naming of Facilities was passed out to members at the meeting.
- There suggestion to rename the Great Valley Museum, Journalism Building and the Electronics Building.
- An upcoming agenda will include re-naming buildings after additional research has been done.

6. Unfunded Measure E Projects – Matt Kennedy

- A list of remaining unfunded projects that have been prioritized will be sent out.
- \$11 million dollars have been prioritized
- \$23 million dollars are unencumbered but committed to funded projects (i.e. furnishings once North Hall is completed)
- Any remaining funds after the closed out projects will go to a contingency fund projects from the existing list of prioritized projects

7. Updates

Measure E Project Updates – Matt Kennedy

Matt provided the additional following updates:

- Board approved projects are moving forward.
- Allied Health and Columbia projects were just completed. All remaining funds from these projects will be added to a contingency fund for allocation to prioritized projects
- North Hall is in process and on schedule for a spring completion date allowing it to be ready for fall 2015 semester
- West campus GVM storage and demonstration center is under construction with a spring completion date

West Campus Roads & Pathways – Matt Kennedy

- The Bluegum Avenue traffic signal project has been bid and came in a little under the budgeted amount. It takes approximately one to one and a half months to get the contracts in order and the notice to proceed. This is a long duration project due to the standards (light poles) and lead time and to account for the possibility of inclement weather. The project has a March completion date.
- There is currently survey work being done for the “loop road” project.

East Campus Roads & Pathways – Matt Kennedy

- All east campus projects are in DSA now and awaiting approval.
- The beginning phase will commence in May with North Drive, South Drive, Stadium Way and then baseball field area.
- There will not be an anticipated completion date until the projects are bid.
- The goal is to be complete before fall 2015 but cannot move forward until DSA approval.

ADA Issues – Lorena Dorn

Lorena was not able to attend today's meeting but sent the following update to AI Alt: There was an initial meeting in September that was not well attended. Therefore, we have set up a new regular meeting time and broaden our invitation list. Our next meeting is November 24th. Lorena also attended training in Santa Clara last weekend and may be planning to invite a guest speaker to MJC to provide us further education on disability compliance in the digital era (web and IT).

Facilities Update – Dave Keener

- Firewood sales are taking place at the west campus corporation yard 11/10-11/14/14.
- Ongoing roof projects to prepare for the winter season.
- There will be an open ditch steam line replacement on Stadium Way and additional sections of steam line will eventually be replaced throughout the campus.

Facilities Planning – Dave Keener in Tim Nesmith's absence

- Scheduled maintenance for poultry unit
- Poultry roof project will be underway
- New HVAC on compressor freezer

Scheduled Maintenance Projects – Dave Keener in Tim Nesmith's absence

- Lighting project is scheduled throughout the campuses starting with the tennis courts. (Tim has the lighting project schedule)
- Future project includes additional lighting in the swine unit
- Proposed agenda item: categories of projects i.e. Prop 39 and bench project.
- The ASMJC Bench Project was discussed. Dave advised they do have a work order and will possibly be installing the benches on the second floor during Christmas break.
 - There was question regarding the process of installing the benches including the schematics including the minimum width of the hallway, Fire Marshall approval, etc.
 - AI will follow up with Tim Nesmith as he was unaware of the bench project going through at this time and the processes.

Risk Management – Dorothy Pimentel

- There was a safety inspection conducted a few months ago of the Physical Education Department. A copy will go to Nick Stavrianoudakis and Facilities
- Next step is to meet with Nick for concerns/repairs

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

Becky Crow was not available for a report.

Technology Services/Media Services – Jeff Swank

- Will be having training in November on how to work around areas containing asbestos
- Forum building large lecture halls will be getting an upgraded multi-media system
- The department has been short-staffed due to multiple medical leaves

Space/Scheduling – Sherri Suarez

No report out at this time.

8. Other

There was discussion regarding scheduling classes from a particular division and other divisions use of available class space

Other items for upcoming agendas include:

- Facilities use of classrooms and prioritization of classroom use

9. Adjournment

Meeting was adjourned at 4:06pm.