

**FACILITIES ADVISORY COMMITTEE  
MEETING NOTES**

**JULY 8, 2019  
10:00AM – 12:00PM**

- PRESENT:** Andi Fejeran Sims, Director, Student Life  
Chris Briggs, Professor, Biology  
Gary Nellesen, Director, Facilities Planning & Mgmt. (FPM)  
Joe Carbajal, Project Expert, Facilities Planning & Mgmt. (FPM) (Notes)  
Johnny Jauregui, Lead Landscape, Facilities Planning & Mgmt. (FPM)  
Kevin Owen, Assistant Director, Technical Services  
Mark Fernandez, Web Specialist, IT  
Melissa Cone, Executive Assistant I, Fiscal Services  
Ron Bean, Director, Academic Technology, IT  
Tom Mauch, Associate VP, Student Services
- ABSENT:** Grace Hanson, Dean, Access & Wellness  
Mika Klein, Sr. Facilities Planner, Facilities Planning & Mgmt. (FPM)  
Joumana McGowan, Associate Vice President, Instruction  
Marc Ruh, Professor, Kinesiology & Athletics
- GUESTS:** Bill Asher, Assistant Director, Facilities Planning & Mgmt. (FPM)  
Chris Rodriguez, Manager, Technical Services Engineering  
Doug Jenson, Associate Vice President, Administrative Services  
Fawaz Al-Mood, Associate Dean, Business (Representing Joumana McGowan)

**SUMMARY OF DISCUSSION:**

**Accreditation Standard IIIB. Facilities Resources:** *Plans and evaluates facilities to assure feasibility and effectiveness in supporting College programs and support services.* The following agenda items are noted as referencing **IIIB:**

- ITEM 3: CAMPUSWIDE PROJECTS
- ITEM 4: PLANNING ACTIVITIES
- ITEM 5: DESIGNATED SMOKING AREAS
- ITEM 6: CAMPUS LANDSCAPE ADVISORY TASK FORCE
- ITEM 7: PROGRAMMING/CONCEPTUAL DESIGN PROJECTS
- ITEM 8: MAJOR CAPITAL PROJECTS
- ITEM 9: MINOR CAPITAL/MODULAR PROJECTS

**1. REVIEW OF PREVIOUS MEETING NOTES**

- A. Gary Nellesen reviewed the meeting minutes from June 10, 2019.
- No comments or changes were suggested.

## 2. COMMITTEE CHANGES

- A. Gary proposed moving the FAC meeting start time from 10:00 a.m. to 9:00 a.m. in order to accommodate new members of the committee.
  - The group agreed to the changes.
- B. FAC will now meet from 9:00 a.m. – 11:00 a.m. beginning August 12, 2019.
- C. The group welcomed Biology Professor Chris Briggs, who will be replacing Eric Kaljumagi as the second Faculty Representative on FAC.

## 3. CAMPUSWIDE PROJECTS (IIIB)

- A. Chris Rodriguez, Manager of Technical Services Engineering, presented the *AV Modernization June 2019 Survey* handout and gave a presentation overview of the survey sent out to all departments across campus.
  - This ongoing survey evaluates the type of room, room usages, system requirements, system support needs, etc.
  - Funding concerns regarding new and updated equipment and the quick outdating of technology were discussed.
- B. Alertus (Emergency Mass Notification):
  - The Board of Trustees will review a proposal from Alertus to do an onsite survey to see how we use our current Emergency Mass Notification system, and how the system is managed.
  - If approved, the proposed system will cost an estimated \$5.8M.
- C. IT Equipment/Infrastructure:
  - Alertus network requirements are still to be reviewed and discussed.
- D. Scheduled Maintenance:
  - Gary presented the handout titled *Scheduled Maintenance Costs*.
  - The categories and cost breakdowns were reviewed by the group and explained by Gary and Bill Asher.

## 4. PLANNING ACTIVITIES (IIIB)

- A. 2019 Mitigation Monitoring Program:
  - The *2019 Mitigation Monitoring Program* handout dated May 30, 2019 was presented to the group.
- B. Five-Year Capital Outlay Plan:
  - The *Five-Year Capital Outlay Plan Excerpt* dated June 11, 2019 was presented to the group.
- C. Technology & Health Replacement Final Project Proposal:
  - The *Technology & Health Replacement Final Project Proposal Excerpt* dated June 30, 2019 was presented to the group.
- D. Hilmer Lodge Sculpture Call for Public Art:
  - The *Hilmer Lodge Sculpture Call for Public Art* handout dated July 3, 2019 was presented to the group.
- E. Space Utilization Study:
  - Kevin Owen gave a brief overview of the implementation of 25Live to help improve classroom utilization.
  - Kevin Owen, Joumana McGowan, Brandin Bowman, and Mika Klein will present a status update to President's Cabinet on July 9, 2019.
- F. Brackett Field Study:
  - Gary stated the current needs of the Mt. SAC aeronautics program are being reviewed in order to consider and pursue the renewal of the lease with Brackett Field.

**5. DESIGNATED SMOKING AREAS (III B)**

- A. Gary stated that an overview of the Designated Smoking Areas changes have been presented to himself.
  - Gary and Mika will review the change requests and will make recommendations on alternate locations to FAC.
- B. Fawaz stated that there is no non-smoking signage at the BCT.
  - He suggested the addition of signage in order to prevent cigarette waste from being spread throughout the complex, which is currently an issue.

**6. CAMPUS LANDSCAPE ADVISORY TASK FORCE (III B)**

- A. The group discussed the nominations of non-FAC members:
  - Johnny recommended including Lead Irrigation Specialist, Cesar Castaneda.
  - Chris Briggs asked to be added to the CLATF.
  - Chris recommended the addition of Faculty Representatives including Horticulture Professor Jennifer Hinostroza, and Biology Professor Craig Petersen.
- B. Chris Briggs is new to FAC and asked to be added to the CLATF.

**7. PROGRAMMING/CONCEPTUAL DESIGN PROJECTS (III B)**

- A. Bookstore/Instruction
  - The project is continuing in the programming phase.
- B. Northeast Classroom Village
  - The Lot H Modular project was renamed the "Northeast Classroom Village".
  - Parking concerns associated to the project were discussed.
- C. Library/Learning Resources
  - Gary stated that Library Facilities Planner Will Baty will be hired as a consultant for the project.
- D. Science Laboratories Final Project Proposal (FPP)
  - No update discussed.
- E. Student Services North
  - No update discussed.

**8. MAJOR CAPITAL PROJECTS (III B)**

- A. Deferred to next meeting.

**9. MINOR CAPITAL/MODULAR PROJECTS (III B)**

- A. Deferred to next meeting.

**FUTURE MEETINGS:** Monday, August 12, 2019, 9:00 a.m. - 11:00 a.m.  
 Monday, September 9, 2019, 9:00 a.m. - 11:00 a.m.  
 Monday, October 14, 2019, 9:00 a.m. - 11:00 a.m.