



**SAC FACILITIES MEETING  
MINUTES –APRIL 17, 2012  
1:30P.M. – 3:00P.M.**

**Approved 5/15/2012**

*The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.*

Administrators		Academic Senate		CSEA	
Paul Foster, Co chair(a)	Rhonda Langston(a)	Monica Collins	Karen Warner(a)	Sarah Salas	
Elyse Chaplin(a)	Sara Lundquist(a)	Ray Hicks(a)	John Zarske , Co chair	Sean Small(a)	
Bart Hoffman (a)	Linda Rose(a)	Susan Sherod(a)	Louis Pedroza(a)	<b>District Liaison</b>	
Nilo Lipiz(a)	Sylvia Turner(a)	Valinda Tivenan(a)		Darryl Odum(a)	Alex Oviedo
Ron Jones		<b>Guests</b>		<b>Campus Safety &amp; Security</b>	
		Jim Kennedy	Ricardo Garcia	James Wooley	
		Veronica MacKenney		<b>ASG Representative</b>	
<b>1. WELCOME AND INTRODUCTIONS</b>					
		Self Introductions were made.		Meeting called to order – 1:40p.m.	
<b>2. MINUTES</b>		<b>DISCUSSION/COMMENTS</b>		<b>ACTIONS/ FOLLOW UPS</b>	
		The February 21 minutes were presented for approval.		February 21 minutes were not approved due to a lack of quorum.	
<b>3. STANDING REPORTS</b>		<b>DISCUSSION/COMMENTS</b>		<b>ACTIONS/ FOLLOW UPS</b>	
<b>SAC Project Update</b>		Alex Oviedo provided the committee with the SAC Project Update along with some additional comments: <b>Current Projects</b> <b>College Ave./Realignment</b> There has been a slight delay due to the rain. <b>Portable Building Certification</b> Project will go out to bid in the next 30 days. Construction to begin in June. <b>SAC Baseball Complex</b> A notice of completion will be filed.			
<b>M&amp;O Report</b>		The SAC M&O report was presented with the addition of the following: <ul style="list-style-type: none"> <li>• The department is inspecting all areas of the campus that have not been dealt with in regards identifying safety issues.</li> <li>• A kilns inspector has been hired to look kilns and fume hoods in ceramic labs.</li> <li>• There was an issue with a disabled student and the door to the team locker room. The door was adjusted to make it easier to open but the door is still heavy.               <ul style="list-style-type: none"> <li>○ It was noted that it is standard practice in building a new building that the project must be approved by the State of California Department of State Architects. Part of that process</li> </ul> </li> </ul>			

STANDING REPORTS (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	is to ensure that the current ADA requirements are met before the project is approved.	
<b>ADA Task Force</b>	The task force has not met – No report	
<b>HEPSS</b> <i>(Health, Emergency Preparedness, Safety and Security) Task Force</i>	<ul style="list-style-type: none"> <li>• The Fire Evacuation drill went off well. No major incidents to report. <ul style="list-style-type: none"> <li>◦ The task force is in the process of evaluating the results of the surveys that went out.</li> </ul> </li> <li>• ICS members attended FEMA training on April 6 presented by Don Maus, Don Mahany, Al Chin and James Wooley.</li> </ul>	
<b>Environmental Task Force</b>	<p>A written report was presented to members. Ron Jones reported that the task force is refocusing their efforts into 3 categories:</p> <ul style="list-style-type: none"> <li>• District Construction Conservation Efforts.</li> <li>• SAC Non-Construction Conservation Efforts.</li> <li>• SAC Recycling Efforts.</li> </ul> <p>In addition a brief overview of SAC's Recycling program was provided.</p>	<p><b>FOLLOW UPS</b></p> <p>Ron will work with Nilo at CEC on a similar recycling program.</p>
OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>WiFi Project Update</b></p> <p>Provided in SAC Progress Update presented earlier.</p> <p><b>Campus Prevention Team</b> - tabled</p>	
NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>End of Year Report</b></p> <p>The committee discussed the End of Year report. Recommendations were made. A draft will be put together for review at the upcoming meeting.</p>	
OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><b>Wash Your Hands Signage</b></p> <p>The committee was approached by the ASG Health Commissioner, Ricardo Garcia regarding the need to have "wash your hands" reminders in the restrooms.</p> <ul style="list-style-type: none"> <li>• The committee was in favor of such action.</li> </ul> <p><b>Smoking on Campus</b></p> <p>Ron Jones provided some background on the removal of the butt receptacles. He reported that last April/May all but 4 of the butt receptacles were removed due to all the complaints from staff. It appeared that smokers were congregating around the receptacles hence the area becoming a smoking hub. A discussion ensued regarding SAC's decision to be a "smoke free" campus. At that time, proposed signage was presented to the committee for input and review.</p> <ul style="list-style-type: none"> <li>• It was informally recommended that the "smoking issue" be brought back to College Council. After review it was found that the "smoking issue" discussion never took place as recommended.</li> </ul> <p>A map was presented that identified placement of 11 butt receptacles.</p>	<p><b>FOLLOW UPS</b></p> <p>Ron will follow up on the idea and arrange for the requested signage to be completed by fall.</p> <p><b>FOLLOW UPS</b></p> <p>Ron will present a map of butt receptacles along with smoking signage at the May 15 meeting.</p> <p><b>Meeting adjourned – 2:51 p.m.</b>  <b>Next Meeting – May 15, 2012</b>  <i>Submitted by Geni Lusk</i></p>