



Santa Ana College

Facilities Meeting

February 18, 2014



SAC Facilities Committee
February 18, 2014
1:30p.m. – 3:00p.m.
SAC Foundation Board Room, S-215

THE FACILITIES COMMITTEE is the participatory governance committee responsible for identifying and prioritizing capital projects including scheduled maintenance projects. It serves as an information and exchange body on facilities projects that are in construction or that are being planned.

Santa Ana College Participatory Governance Structure Handbook (May 8, 2013)

Agenda

1. Welcome and Introductions
 2. Public Comments
 3. Approval of Minutes – November 19, 2013
 4. Project Updates- Carri Matsumoto, Scott Conners
 5. Standing Reports (5mins.)
 6. Old Business
 7. New Business
 8. Other
- SAC Active Project Update
 - Scheduled Maintenance Projects
 - Bond Projects Update
 - HEPSS Task Force – Don Mahany
 - Facilities Report – Mark Wheeler
 - Environmental Task Force – Susan Sherod
 - Update from SRC regarding district-wide recycling efforts – Jim Kennedy
 - Committee goals update
 - Tobacco free college declaration update & proposed District Administrative Regulations

ACTION

INFORMATION

INFORMATION

INFORMATION

ACTION

INFORMATION

Next meeting March 18, 2014

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.



SAC FACILITIES MEETING
MINUTES – NOVEMBER 19, 2013
1:30P.M. – 3:00P.M.

Draft for Approval

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Administrators		Academic Senate		CSEA	
Michael Collins, Co-chair	Rhonda Langston	Maria Aguilar Beltran	Susan Sherod	Edward Luna	Mike Ediss(a)
Bart Hoffman(a)	Loy Nashua	Ray Hicks	Valinda Tivenan(a)	Sarah Salas(a)	Maria Taylor
Jim Kennedy	Linda Rose(a)	Elliott Jones, D.M.A. Co-chair	John Zarske	District Liaison	
Eve Kikawa	Mark Wheeler(a)		Louis Pedroza(a)	Carri Matsumoto	Alex Oviedo
Guests				Campus Safety & Security	
Arnold Arsenault, Bernards	Don Mahany	Alistair Winter		James Wooley	
Scott Connors, FPPS	Deborah Shepley, HMC			ASG Representative	
Ron Jones	Sheryl Sterry, HMC			Cristina Zainos	
1. WELCOME AND INTRODUCTIONS					
				Meeting called to order – 1:31p.m. Adjourned at 3:06p.m.	
2. PUBLIC COMMENTS					
		Mario Salazar – ASG Environmental Awareness Commissioner brought forward two concerns to the committee. <u>Recycling on campus</u> <ul style="list-style-type: none"> Students concerned about recycling efforts on campus. Currently community members come on campus and recycle bottles and cans from the trash receptacles for their own needs. Efforts are being made to build a more robust recycling program that would include construction debris, cardboard, mulching and green waste. A higher level of sustainability will included when bidding waste management services. There are discussions in regards to a district wide program at the SRC meetings (Sustainable RSCCD). <ul style="list-style-type: none"> Mario will be attending this district committee meeting representing SAC ASG. At the February SAC Facilities committee, Jim Kennedy will provide an update on the SRC progress towards the district wide recycling program. 		<u>FOLLOW UP</u> Jim Kennedy will provide an update from the SRC February meeting in regards to the district wide recycling efforts.	

	<p>Dr. Collins welcomed the combined efforts of the ASG, Maintenance & Operations and Student Services toward recycling efforts on campus.</p> <p><u>Drinking Fountains</u></p> <p>It was noted that some of the drinking fountains on campus do not work properly or do not work at all.</p> <p>The idea of including hydration stations in plans for future buildings was suggested.</p> <p>Campus could sell reusable water containers.</p>	
3. MINUTES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	The Sept. 17, 2013 meeting minutes were presented for approval.	<p>ACTION</p> <p>Motion was moved by E. Kikawa to approve the Sept. 17, 2013 Facilities committee minutes as presented.</p> <p>2nd - J. Kennedy</p>
4. PROJECT UPDATES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
SAC Active Project Update	<p>Carri Matsumoto, presented the Project Update report for the members: (Please see attachment)</p> <ul style="list-style-type: none"> • The report consisted of: <ul style="list-style-type: none"> • Measure E Active Major Project Updates • Measure Q Major Project Updates • Active Scheduled Maintenance & Other Projects • It was noted that only the projects that have changed from the previous meeting will be highlighted for the members. • <u>Perimeter Site Improvements</u> • Cherry tree distributor has been located. • Work is being concentrated on Phase V, however miscellaneous work going on in all phases. • Installation of new art wall will be complete before the holiday break. • Project tracking behind schedule. • Gate arm in Lot 1 <ul style="list-style-type: none"> ○ Members were advised that the gate arm in Lot 1 will not be installed at this time. ○ It has been recommended that a traffic engineer study be conducted for the entire campus for a better understanding of the campus needs to ensure safety, appropriate circulation and improved internal traffic flow. ○ The data from the study along with working with the campus will allow for a plan to be developed to address campus needs. • Project delayed due to unsatisfactory concrete work, (stairs) and a deferred approval that was awaiting DSA approval regarding the store front doors. 	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><u>Parking Lot 11 Expansion</u></p> <ul style="list-style-type: none"> • The bids for the project have been rejected • This project will be packaged with the Tessman Planetarium and the Temporary Village project and delivered under the lease lease back delivery method. Lease, lease back allows for the district to go through a qualifying process, select a qualified contractor and negotiate a guaranteed maximum price. In addition: • This will improve the ability to manage the project utilizing one contractor. • Meet the timeline in completing the village which is critical for temporary housing for the Dunlap Hall and Johnson renovations. • Projects are phased. The goal is to get them completed this summer with the possibility of a few areas trickling into September and October. • Discussions regarding details of specific program relocations have not taken place yet. • A move management company will be hired to assist with the moves related to the renovation projects. <p><u>Central Plant</u></p> <ul style="list-style-type: none"> • The lease lease back delivery method is being considered for this project. <p><u>Property Acquisition of 17th and Bristol</u></p> <ul style="list-style-type: none"> • A spot soil remediation was required before the completion of the acquisition of the property. <p>It was clarified that the interim plan for the property is a surface parking lot.</p> <p>MEASURE Q PROJECTS</p> <p><u>Dunlap Hall Project</u></p> <ul style="list-style-type: none"> • Design phase funded through Measure E. • Construction funded through Measure Q. • A lease lease back delivery method will be used for this project. • Project is ready to go out to bid. • Project will move through the course of next year. Scheduled to wrap up in June 2015. <p><u>Central Plant Project</u></p> <p>The project will be completed in phases.</p> <p><u>Johnson Building Project</u></p> <ul style="list-style-type: none"> • Once the architect has been selected for this project the programming for this project will be confirmed for further refinement. <p><u>Health Service building - TBD</u></p> <ul style="list-style-type: none"> • No start date. • Measure Q does not adequately cover the cost of the project. • Project is contingent on state funding to complete construction. <ul style="list-style-type: none"> ○ Eligible for 19mil of state funding. 	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Project will require state funding and a new state bond. • There may be other opportunities for this project to move forward if there are savings realized from the other projects and/or other monies are available. <p>Members were provided a visual overview of the projects as they are phased. In addition, members were provided with the master program budget for Measure Q.</p> <p>Members were updated on the process for a project to be “officially” closed out once the construction is completed.</p> <ul style="list-style-type: none"> • The project is walked with the contractor. • Punch list is created – does the work meet the expectation? • DSA signs off on the project. • Architects signs off on the project. <p>Scheduled Maintenance</p> <ul style="list-style-type: none"> • Boiler Replacement Projects. • Scheduled shut offs (heat only) are planned. • College wide communication will be sent out outlining the timeline and as well as a caution against using portable heaters. <p>Russell Hall Guard Rail</p> <ul style="list-style-type: none"> • This project may be delayed into January depending on fabrication. • The project will be expedited under Emergency Resolutions. • Budget was set at \$400,000 however the expectation is that there will be significant savings from that original amount. <p>Members were provided and overview of 2013/2014 anticipated Scheduled Maintenance projects.</p> <ul style="list-style-type: none"> • Work is in progress in preparing the scope of work and developing budgets. • Many of these projects were identified through the Resource Allocation requests from last year’s budget development process. • The last six projects on the list identified as Roof Replacement/Repair projects listed either need a full replacement or repair. <ul style="list-style-type: none"> ○ Some cases the repair costs are comparable to replacement costs. ○ Each building’s need, costs and available funding are being carefully reviewed. ○ It was noted that the college has in place a comprehensive way to evaluate the campus roofs. This allows for the roofs to be maintained in a sequential order based on priority. <p><u>Prop. 39 Projects</u></p> <p>Members were presented with the Prop. 39 projects for review. These projects will be paid for through Proposition 39.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Proposition 39 is also known as the Clean Energy Jobs Act. The proposition provides funding to local educational agencies for improving energy efficiency and creating clean energy jobs. <ul style="list-style-type: none"> ◦ The district has received 1mill for this 1st year outside of the budget. • The projects are going out to bid and look to be completed before the end of June. • Monies from Prop. 39 could continue for the next four years if monies are set aside. <ul style="list-style-type: none"> ◦ District needs to be prepared by identifying future projects. ◦ Efforts will be made to plan future projects. 	
5. HMC Facilities Master Plan 2014 “draft” update	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>A Facilities Master Plan “draft” update was presented by HMC Architects to the membership.</p> <ul style="list-style-type: none"> • The “draft” update will be presented to the Physical Resource committee and then forwarded on for board approval in January/February. • The updates are to the 2011 Facilities Master Plan. Updates only include the update of the recommendation chapter. <ul style="list-style-type: none"> ◦ Once the updates are approved they will be added to the 2011 Facilities Master Plan. ◦ The updated plan will be the 2014 Facilities Master Plan. • The Planning Principles were reviewed for the committee. <ul style="list-style-type: none"> ◦ HMC has met with the Facilities Master Plan committee to ensure that the planning principles are being followed. • The 2014 Facilities Master “revised” campus plan was provided to members. <ul style="list-style-type: none"> ◦ The Johnson Center renovation, STEM bldg./Health Science bldg. and the Fine & Performing Arts Complex required more discussion to develop the revised plan. ◦ User groups came together for discussion. Working with the user groups allowed for a more accurate footprint of the master plan to be developed. <p>HMC provided input on two areas that changed the footprint of the plan.</p> <ul style="list-style-type: none"> ■ STEM bldg./Health Science bldg. ■ Fine and Performing Arts Complex. <ul style="list-style-type: none"> • Both user groups were brought together for input. • Based on user group discussion, diagrams were developed to understand the overall size of the buildings and what types of spaces would be included. • Important to consider these two buildings in concert as will function together and are in one zone of the campus. 	

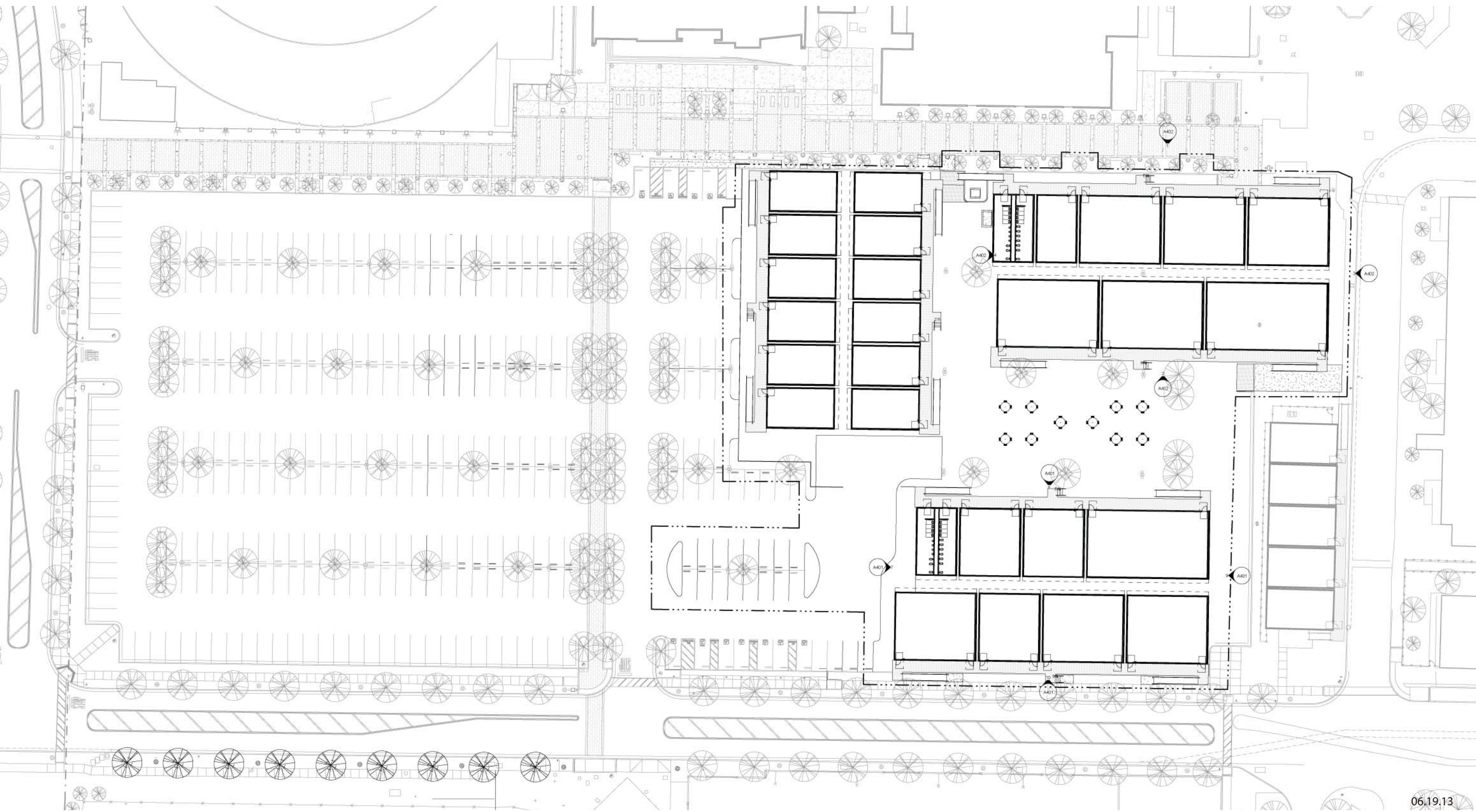
HMC Facilities Master Plan 2014 “draft” update (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Both buildings will be 3 stories and the same relative scale. • There will interdisciplinary classrooms in both buildings. <p>Members were provided with a building diagram of the Fine and Performing Arts Complex.</p> <ul style="list-style-type: none"> • User group input was used in preparing the Final Proposal Project (FPP) to provide to the State Chancellor’s Office for funding consideration. • Although the diagram presented was not very detailed, members were assured that comprehensive discussions occurred within the user groups related to the size and functionality of the complex. • This is a replacement for Phillips Hall, Fine and Performing Arts and the Music. Those buildings will be demolished. <p>HMC provided an overview of the phases for the members.</p> <ul style="list-style-type: none"> • Phase 2 does not have a finite timeline. • It was clarified that the work on Chavez Hall is related to the building exterior. <ul style="list-style-type: none"> ○ An assessment of the building is underway in an effort to remedy the exterior problem. <p>In regards to the temporary village, the idea of using a higher tech type tents was suggested.</p> <p>Health Sciences and STEM buildings will be programmed at the same time.</p> <p>The library is requires further study to determine if the project needs to be a renovation or a replacement.</p> <ul style="list-style-type: none"> • The Master Plan will be presented for approval with a narrative that further discussion is required. • There will be no movement on this project until funding is identified. <p>Student Services building will have instructional space.</p> <ul style="list-style-type: none"> • Campus Safety will relocate into the new Student Services building. <ul style="list-style-type: none"> ○ The relocation of Campus Safety will allow for a new pedestrian gateway into the campus. ○ Entry court will be built in unison with the Student Services building. <p>Administration Building renovation</p> <ul style="list-style-type: none"> • Once Student Services offices move to the new Student Services building, there will be some reprogramming and renovation to the Administration building allowing for consolidation of services. <ul style="list-style-type: none"> ○ Phase 6 projects were included with the idea of a full build out long term. The projects include: <ul style="list-style-type: none"> ▪ Parking Structure ▪ Voc Tech Complex 	

HMC Facilities Master Plan 2014 “draft” update (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> ▪ Instructional building - MCHS ▪ New pool <p>The plan for these projects is to include them in the Facilities Master Plan with more discussion to follow.</p> <p>There was a suggestion that as the 17th and Bristol property is built out the same consideration may be given to the bus stop thought considered in the pedestrian access discussed in Phase 5. With several students utilizing the bus system, this would be a welcoming component of the project. In addition, a retail area similar to the El Don Express was also suggested.</p>	
6. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	<p>A HEPSS report was provided for the members (Please see attachment.) The after action report from the Great California Shakeout was reviewed.</p> <ul style="list-style-type: none"> • There continues to be difficulty hearing announcements outside of H building in the front parking area of parking lot #1. <p>There is discussion of moving the ICS to a building.</p> <ul style="list-style-type: none"> ○ There is a need for emergency back-up power. ○ Larger space required. ○ Area outside of an ICS needs to also be considered. <p>An emergency preparedness drill will be conducted specifically for the M&O staff related to their role in an emergency.</p> <p>E-cigarettes policy will fall under the current Tobacco Free campus policy.</p> <p>CERT training is being considered for Santa Ana College. More information to follow.</p>	
Facilities Report	<p>The Facilities report was presented by Mark Wheeler. (Please see attachment.)</p> <p>An update was provided on the recent water leak in lot 1. A 6” water main located at the bottom of a previously excavated channel intended to be used for compaction was nicked resulting in an extremely large pool of water.</p> <ul style="list-style-type: none"> • There were a couple of buildings that were without water – that was quickly resolved. • Only water shut off remains in lot 1. • Once the water is pumped out, the repair will take place. <p>Boiler replacement</p> <p>Members were advised that communication would be forth coming regarding the boiler replacement in Russell Hall on Friday, November 22 from 6:00a.m. – 12:00nn.</p>	

Standing Reports (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • This will occur on the 3rd floor of Russell Hall. • The 17th entrance will be shut down. • Two existing boilers will be removed and replaced with two new boilers. • There is to be no one allowed in that area during the work. • Once the work is complete, faculty and staff will be allowed back in and the 17th entrance will be opened. 	
Environmental Task Force	<p>Report was provided by Susan Sherod for members to review. (Please see attachment.)</p> <p>In addition, she provided members with handout that addressed managing energy costs in colleges and universities.</p>	
7. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
Committee Goals	<p>Committee goals</p> <p>The End of the Year results gathered from committee input was provided for review. Discussion ensued.</p> <ul style="list-style-type: none"> • In reviewing the goals it was noted that some of the goals had been met while others were expectations. • The committee goals will be reviewed by the co-chairs taking the report result into consideration. • Members were reminded that in considering goals it is important to consider what the committee wants to achieve rather than what we continue to do. • The revised goals will be presented at the February meeting. 	<p><u>FOLLOW UP</u></p> <p>The revised goals will be provided to the membership at the February 18 meeting.</p>
8. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>RAR Funded Facilities Requests 13/14</p> <p>Members were updated that the funded Facilities Resource Allocation Requests were available for review on the Facilities Committee webpage. The report shows:</p> <ul style="list-style-type: none"> • What projects were funded? • What was the funding level? • How it was funded. <p>It was noted that this is good information to review in preparation for the 14/15 RARs.</p> <p>Members were also encouraged to frequently review the SAC Facilities committee page for current information.</p>	
9. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p><u>Smoking Locations</u></p> <p>The butt can/smoking signage map was provided for review.</p> <ul style="list-style-type: none"> • The locations as noted on the map were physically review by Dr. Collins. <ul style="list-style-type: none"> ◦ As a result, improvements for signage and butt can locations were identified. <p>Dr. Collins has been charged with updating the current “tobacco free” campus resolution by College Council.</p>	

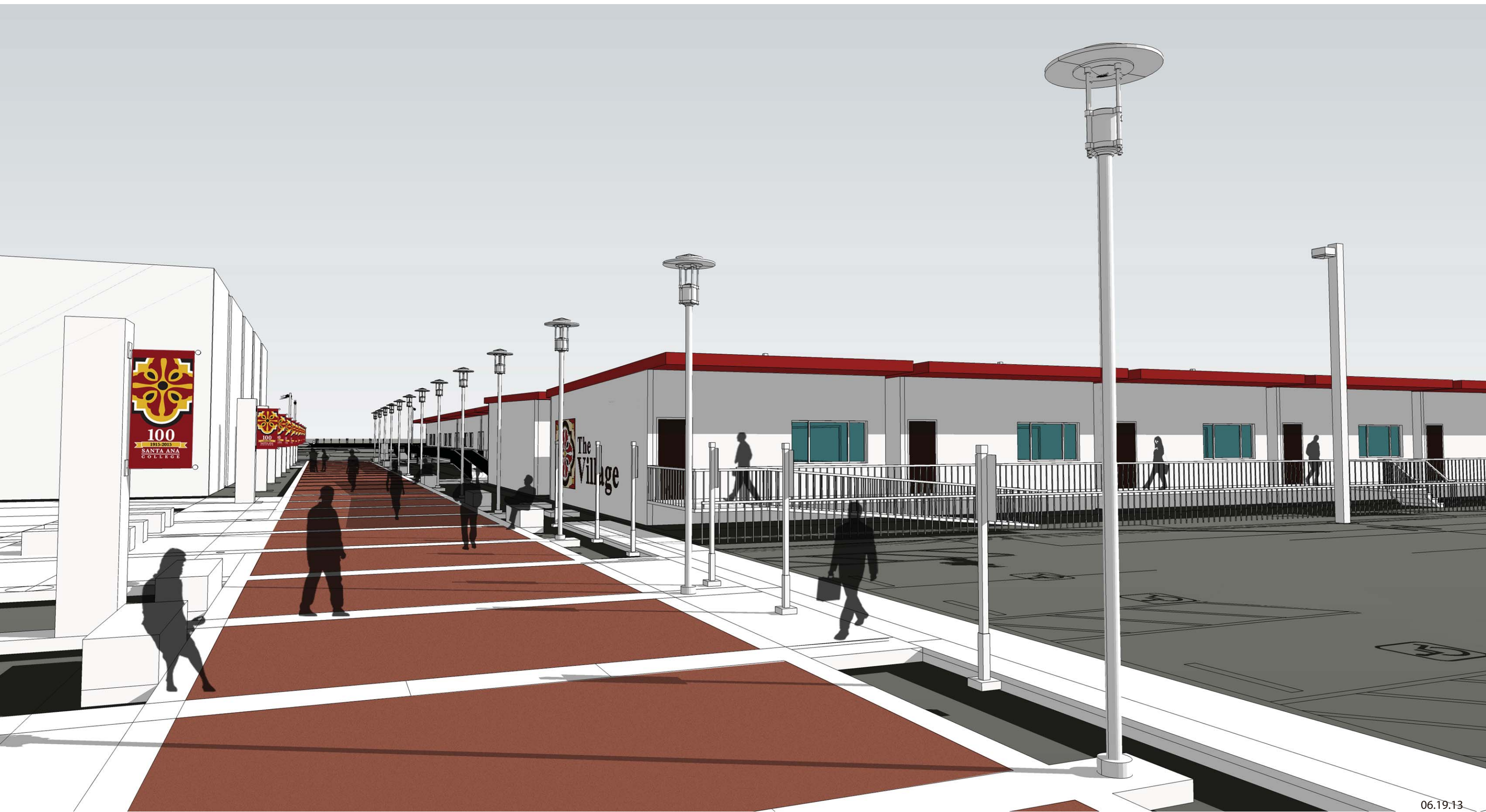
Other(cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • The major change is the inclusion of the electronic cigarette. <ul style="list-style-type: none"> ◦ Work is going on regarding this issue at the district level. ◦ State Chancellor's office has provided the districts the ability to cite if they so choose. ◦ Important for the college resolution to be consistent with the district. • Members discussed concerns regarding current "smoking hangouts." • This resolution also includes clove cigarettes, chewing tobacco and snuff. • ASG was encouraged to provide students with a clear definition of the issue when conducting upcoming poll. <ul style="list-style-type: none"> ◦ Important to hear out students, faculty and staff concerns. <p>The college's responsibility was noted:</p> <ul style="list-style-type: none"> • Important to sign the campus properly. • Educate the campus on the issue. • Continued support from Campus Safety in their contact with smokers on campus. <p>Members were advised that once the resolution is revised, it will be brought to the Facilities Committee and then forwarded on to College Council.</p> <p><u>Shared Governance Questionnaire</u> Members were asked to fill out a questionnaire related to Accreditation on behalf of Teresa Mercado Coto.</p>	

SUBMITTED BY Geni Lusk 1/13/2014



06.19.13





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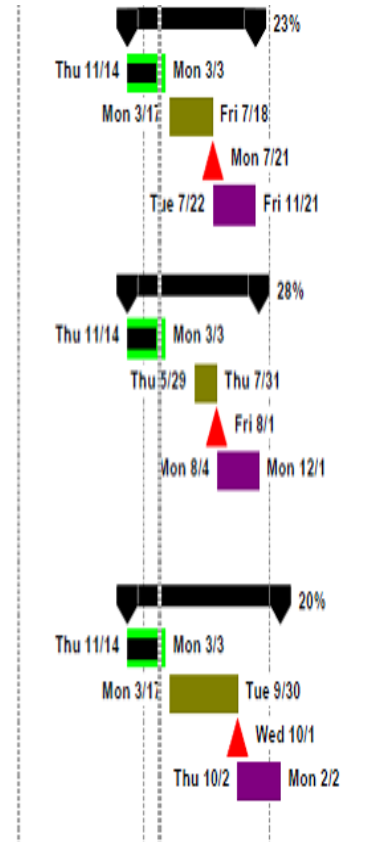
TESSMANN PLANETARIUM



SCHEDULE

PARKING LOT #11 EXPANSION, TEMP VILLAGE & PLANETARIUM

73	SAC BP4: Lot 11	268 days?	Thu 11/14/13	Fri 11/21/14	23%
74	Bid & Award	78 days?	Thu 11/14/13	Mon 3/3/14	77%
75	Construction	91 days?	Mon 3/17/14	Fri 7/18/14	0%
76	Occupancy	2 days?	Mon 7/21/14	Tue 7/22/14	0%
77	Project Closeout	89 days?	Tue 7/22/14	Fri 11/21/14	0%
78					
79	SAC BP4: Temporary Village	274 days?	Thu 11/14/13	Mon 12/1/14	28%
80	Bid & Award	78 days?	Thu 11/14/13	Mon 3/3/14	78%
81	Construction	47 days?	Thu 5/29/14	Thu 7/31/14	0%
82	Occupancy	2 days?	Fri 8/1/14	Mon 8/4/14	0%
83	Project Closeout	88 days?	Mon 8/4/14	Mon 12/1/14	0%
84					
85					
86	SAC BP4: Tessmann Plntrm	319 days?	Thu 11/14/13	Mon 2/2/15	20%
87	Bid & Award	78 days?	Thu 11/14/13	Mon 3/3/14	78%
88	Construction	143 days?	Mon 3/17/14	Tue 9/30/14	0%
89	Occupancy	2 days?	Wed 10/1/14	Thu 10/2/14	0%
90	Project Closeout	88 days?	Thu 10/2/14	Mon 2/2/15	0%
91					





Facilities and Maintenance meeting
 HEPSS Task Force
 Health, Emergency Preparedness, Safety and Security
NOTES FEBRUARY 18, 2014 ROOM – ACADEMIC SENATE CONFERENCE ROOM
 Notes for Facilities Management meeting

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.

MEMBERSHIP				
Monica Collins, Co-Chair- Absent	Rebecca Barnard	Michael Collins-	Gary Dominguez -Absent	
Andy Gonis - Absent	Don Mahany, Co-Chair	Don Maus		
Mark Wheeler	Alistair Winter	Jim Wooley		

		Meeting Called to Order 2:00
OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
Alert-U Test and Training	Considering/Researching options to replace current AlertU with a single platform system. When/If this happens the information gathered by Alert-U will be transferred.	Alistair reported that he is working on this and will report back as progress is made.
Spring Drill	<ul style="list-style-type: none"> <u>Wednesday, February 26th is target date.</u> Desire to move the ICS location to the first floor of A building for access to power generation capacity with specific circuit panels that will provide access to electricity, computer, phones, etc. New Location A-214 Conduct a drill just for M&O people and involve Health Center and Psychological Services staff. 	Dr. Collins - Lead Contact Person Mark Wheeler to research on specific room New Location A-214
Inventory ER supplies	<ul style="list-style-type: none"> Need to inventory ER supplies – suggestion was that next meeting we meet at the trailer and inventory supplies. 	<u>Completed</u> HEPSS personnel went through the supplies trailer.

<p>Eyes and Ears- threat assessment training- Dr. Sara Lundquist requested this training</p> <p>Disaster Survival Skills training</p> <p>CERT Training</p> <p><u>Employee</u> Emergency Notification</p>	<p>The Eyes and Ears- threat assessment training with OCDE. Report on completed training.</p> <ul style="list-style-type: none"> Disaster Survival Skills training scheduled for February 7th 8:30 – 11:30 AM by Wayne Bennet. Don Mahany and Gary Dominguez could provide the FEMA sponsored training. <ul style="list-style-type: none"> Requires 24 hours of training. Difficulty to schedule, get commitment/make-up sessions?? Fridays are good days? Don Mahany is working on a document that empowers employees to respond to threats on campus 	<p><u>Completed</u> Dr. Michael Collins A 2nd training took place January 21st, 3 – 5 PM in D101</p> <p><u>Completed</u> Capt Wayne Bennett conducted the training on Friday Feb 7th for our Maintenance and Operations employees. He spoke about triage of buildings, quick medical treatment and structure stabilization</p> <p><u>Project in development stage</u></p> <p><u>Completed</u> (see handout)</p>
STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
SAC - Jim Wooley	<ul style="list-style-type: none"> Significant incident report; Report provided by James in a hand-out 	J. Wooley
Risk Management- Don Maus	<ul style="list-style-type: none"> Injury report provided. See report 	Don Maus

OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS
<p>SAPD request for videos of SAC campus, buildings and grounds for training.</p> <p>Partnership with Santa Ana Police and SAC</p>	<ul style="list-style-type: none"> • Pictures done and sent to SAPD for their review and consideration. • Paul Walters – retired police chief is assisting with a readiness assessment and will be making recommendations to the District task force. • Hopes for future training and SAC as a SAPD training site. • SAC needs to establish protocols for reaction to various situations. • Safety and Security of our students, staff and faculty is our number one concern and our responsibility. • Recent campus wide accreditation survey showed that overwhelmingly people feel safe and secure at SAC. 	<p><u>Completed</u> Alistair Winter / Dr. Collins</p> <p>Mahany and Dominguez would like to enter into this project. A model for tabletop exercise / presentation should be used prepared for this exercise.</p>
<p>Smoking Policy</p>	<ul style="list-style-type: none"> • Dr. Collins provided members with a copy of the draft revised policy of TOBACCO FREE CAMPUS DECLARATION. • Policy now includes reference to ban on e-cigarettes. • District is updating its regulation on smoking as well to create a common voice across the district for all sites. 	<p><u>Completed</u> Dr. Collins</p>
<p>Next Meeting</p>	<p>Thursday March 6th</p>	<p>Agenda Items for March Meeting:</p>



Facilities update for 2/13/2014

- We have received 309 work orders and have 9 open work orders on the books.
- One of the pool heaters is in the process of being replaced with a new unit. ACCO is performing the work and it should be completed by Monday 2/17/2014.
- The area behind the baseball and softball dugouts is in the process of being renovated to make it more attractive to our visitors.
- The main elevator in the U building is out of order. The elevator service company has been given the approval to complete the necessary repairs. Originally there was a major concern as the replacement parts are no longer available and the cost to replace the door control hardware was in excess of \$50,000.00. They have since found a replacement system and albeit used, they are confident that it will work for the next few years.
- The three large trees in front of Russell Hall were removed due to safety concerns and replacement trees have been planted. The two ends of the building are scheduled to be painted in the next few weeks and the remainder of the building will be painted as soon as the replacement railings have been installed. That replacement is tentatively scheduled for spring break.
- There has been a new lock installed on the exterior door of the faculty lounge in A building. The code is 224466.
- The chemistry storage and processing facility in Russell Hall is scheduled for replacement locks. Unfortunately the vendor is not rushing the cores as we would like. We expect them to be on site in the next week.
- There are renovation projects on the schedule in the following areas:
 - W106 – electrical installation
 - A214 – electrical installation and exhaust fan installation
 - R326 – conversion of old photo lab to a useable classroom
- We have five roofs in the queue to get repaired in the near future and a more complete schedule will follow.
- Building H is going to be renovated and that will begin in the next couple of months. It will include paint, windows and fascia replacement.

The Environmental Task Force Update

Feb. 18, 2014

The Environmental Task Force continues to doubt that the Central Plant, in the form proposed, will offer payback for its cost within a reasonable timeframe. We are interested in seeing the numbers (show us the math) worked through and compared side by side with the numbers for use of Solar Fan Assisted Natural Ventilation and Night Sky Cooling. No other update from us at this time.



Facilities Committee Goals 2014
DRAFT

1. Align SAC Facilities Improvements with the RSCCD Sustainability Initiative. Maximum effort will be made to ensure that all improvements be created and managed sustainably for reduction of fossil fuel consumption, and thus the reduction of the campus carbon footprint. "Green" efforts will be considered as a means of reducing utility costs and improving the campus and community environment.
2. Receive and disseminate reports on maintenance, repair, renovations, and upgrades to existing buildings, infrastructure, and equipment, as well as progress on new construction as new buildings are approved, designed, and started. Provide feedback as appropriate.
3. Monitor efforts to maintain and improve campus appearance.
4. Continue to review and implement the SAC Facilities Master Plan at ancillary sites.
5. Monitor efforts and support the Environmental task force and the HEPSS (Health, Emergency Preparedness, Safety and Security) task force.
6. Monitor the campus grounds and facilities for ADA compliance and review the ADA Transition Plan. Recommend that modifications be made in a timely manner to correct known deficiencies.
7. Provide a conduit for communication for faculty, staff and students to bring forward facility related issues to administrative attention, as well as provide regular updates to College Council.