



SAC Facilities and Safety Committee Meeting
 May 21, 2024
 1:30pm – 3:00pm
 Zoom Meeting

THE FACILITIES and SAFETY COMMITTEE is the participatory governance committee responsible for identifying scheduled and other maintenance projects to ensure an aesthetic and safe environment for faculty, staff, students, and community. 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 (March 2022)

Agenda

1. Welcome and Introductions	
2. Public Comments	
3. Approval of Minutes April 16, 2024	ACTION
4. Action Items	
5. Facility Planning, Construction and District Support Services Reports – Carri Matsumoto <ul style="list-style-type: none"> • Google Link to: <ul style="list-style-type: none"> ➢ 2024 Facilities Master Plan Addendum ➢ Summary of Facility Master Plan 2024 Addendum Updated Priority Projects ➢ Five-Year Capital Construction Plan ➢ Learning Commons FPP ➢ Project Update 	INFORMATION
6. Standing Reports (5 mins) <ul style="list-style-type: none"> • Student Report – Manny Rodriguez • Facilities Report – Shannon Kaveney • Safety & Security – Chief Waters/Sgt. Voght <ul style="list-style-type: none"> ➢ EOC Tabletop Exercise at SCC (E-203), June 25, 2024 (9am – 11am) • Risk Management – Don Maus <ul style="list-style-type: none"> ➢ Workplace Violence Prevention Plan 	INFORMATION
7. Accreditation – Monica Zarske (5 mins)	INFORMATION
8. Old Business <ul style="list-style-type: none"> • Goal Setting Template Update – Dr. Hoffman <ul style="list-style-type: none"> ➢ Date could not be determined. Resending new dates for week of May 20th. 	ACTION
9. New Business <ul style="list-style-type: none"> • Present AY 2024-2025 Meeting Schedule • Disaster Service Worker – State Law 	ACTION
10. Future Agenda Items <ul style="list-style-type: none"> • Key Access Issues • Review Accreditation Standards • Total Cost of Ownership of Facilities 	INFORMATION
Next Meeting: September 17, 2024	INFORMATION

**Facilities & Safety Committee
AY 23-24**

Membership

- VP, Admin Services Co-Chair or voting alternate - Bart Hoffman
- Faculty Co-Chair - Jason Huskey
- VP, Academic Affairs or voting alternate – Jeff Lamb
- VP, Student Services or voting alternate – Vaniethia Hubbard
- VP, Continuing Education or voting alternate – Jennifer Hoeger
- Assoc. Dean, DSPS – Krystle Taylor
- Director, Physical Plant & Facilities – Shannon Kaveney
- Director, Auxiliary Services – Jennie Adams
- **2 Additional Administrators** – Bill Reardon
- **6 Academic Senate Reps** (3 appointed in even years and 3 in odd years) –
Monica Zarske
Nicole Patch
Amberly Chamberlain
Darren Hostetter
Alejandro Moreno
Crystal Jenkins
- **Up to 2 Faculty Representatives from the Campus Maintenance Subcommittee** – to be removed
- **Up to 3 Classified Reps** – sent email to CSEA President Liliana Oropeza was assigned
- District Safety & Security Rep – Lt. Waters
- Risk Management Rep – Don Maus
- **Health and Wellness Rep** – Per Dr. Hubbard, none at this time
- CSEA Representative – Mark Ou
- Student Representative: Manny Rodriguez

**Facilities & Safety Committee
Meeting Schedule
AY 23-24
(1:30pm – 3:00pm)**

Sept. 19, 2023

- Review Committee Goals
- Membership for Current Academic Year
- Capital Improvements Report

Oct. 17, 2023

Nov. 21, 2023

Dec. 19, 2023 – recommend to cancel

Feb. 20, 2024

Mar. 19, 2024

Apr. 16, 2024

- Total Cost of Ownership
- Present Next AY Meeting Schedule

May 21, 2024

- Approval of Meeting Schedule
- Safety and Security Training Calendar