

SAC Facilities and Safety Committee Meeting

November 18, 2025

1:30pm – 3:00pm

[Zoom](#)

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: October 21, 2025	ACTION
4. Action Items <ul style="list-style-type: none"> December 16, 2025 Facilities & Safety Committee Meeting – Dr. Bart Hoffman Goals Setting Template Update (2nd Read) – Dr. Bart Hoffman 	ACTION
5. Facility Planning, Construction and District Support Services Reports – Carri Matsumoto <ul style="list-style-type: none"> SAC Projects Updates 	INFORMATION
6. Standing Reports (5 mins) <ul style="list-style-type: none"> Student Report – Sarah Martinez Morales & Vinh Nguyen Facilities Report – Shannon Kaveney Safety & Security – Lt. Mike Jensen <ul style="list-style-type: none"> AR 3501 Campus Security and Access – Lt. Mike Jensen <ul style="list-style-type: none"> ➤ Original ➤ Redlined Risk Management – Don Maus 	INFORMATION
7. Unfinished Business <ul style="list-style-type: none"> Campus Maintenance Subcommittee Status – Tyler Johnson, CSEA President AR 3900 Free Expression – Dr. Bart Hoffman 	ACTION
8. New Business <ul style="list-style-type: none"> Toilet Seat Repairs – Shannon Kaveney Status of Bldg. H – Dr. Bart Hoffman ADA Accessible Restrooms – Shannon Kaveney 	ACTION
9. Future Agenda Items <ul style="list-style-type: none"> 	INFORMATION
Next Meeting: December 16, 2025	INFORMATION

Santa Ana College Mission Statement: Santa Ana College inspires, transforms, and empowers a diverse community of learners.

**Facilities & Safety Committee
Academic Year 2025 – 2026**

Membership

- VP, Admin Services Co-Chair or voting alternate - **Bart Hoffman**
- Faculty Co-Chair – **Suzanne Freeman**
- VP, Academic Affairs or voting alternate – **Jeff Lamb**
- VP, Student Services or voting alternate – **Vaniethia Hubbard**
- VP, Continuing Education or voting alternate – **Nicole Gallegos**
- Assoc. Dean, DSPS – **Krystle Taylor**
- Director, Physical Plant & Facilities – **Shannon Kaveney**
- Director, Auxiliary Services – **Jennie Adams**
- 2 Additional Administrators – **Matt Valerius (Bill Reardon – substitute) and Kristi Blackburn**
- 6 Academic Senate Reps (3 appointed in even years and 3 in odd years) –
Zach Diamond
Heather Gillette
Darren Hostetter
Dawn McKenna
Alejandro Moreno
Nicole Patch
- Up to 2 Faculty Representatives from the Campus
Maintenance Subcommittee – item to be addressed in
upcoming meeting and added to agenda
- Up to 3 Classified Reps –
- District Safety & Security Rep – **Lt. Michael Jensen**
- Risk Management Rep – **Don Maus**
- Health and Wellness Rep – **TBD**
- CSEA Representative – **Mark Ou**
- Student Representative – **Sarah Martinez Morales and Vinh Nguyen**

**Facilities & Safety Committee
Meeting Schedule**

Academic Year 2025 – 2026
(1:30pm – 3:00pm)

Sept. 16, 2025

- Review Committee Goals
- Membership for Current Academic Year

Oct. 21, 2025

Nov. 18, 2025

Dec. 16, 2025 – recommend cancelling

Feb. 17, 2026

Mar. 17, 2026

Apr. 21, 2026

- Total Cost of Ownership
- Present Next Academic Year Meeting Schedule

May 19, 2026

- Approval of Meeting Schedule
- Safety and Security Training Calendar