



## MOORPARK COLLEGE

### Facilities – Committee on Accreditation and Planning

*Plans, monitors, and evaluates facilities and project-specific issues, the Facilities Master Plan, the Accreditation Self-Study, and Monitors the implementation of agenda 3B of the Self-Study relative to Facilities.*

### MEETING NOTES

**Wednesday, March 23, 2011 | 1-2:30 p.m., A-138**

POSITION/DEPARTMENT	NAME	ATTEND	DIVISION	DEPARTMENT CHAIR OR DESIGNEE	ATTEND
Co-Chair: Vice President, Business Services	Iris Ingram		Applied & Social Sciences (2)	Howard Davis Vance Manakas*	X
Co-Chair: Academic Senate Appointee	Phil Abramoff	X	Art, Media, Education, & Enrollment Services (2)	Gerry Zucca Erika Lizée* Joanna Miller (alt.)	X X
Associated Students' Representative (1)	Lisa Audish		Language & Learning Resources (2)	Hart Schulz*	X
Deans' Council Representatives (2)	Kim Hoffmans* Lori Bennett	X	Mathematics & Physical Sciences (2)	Marcos Enriquez* Lori Clark	X X
Director, Facilities , M&O	John Sinutko*	X	Natural Sciences (2)	Norm Marten Staff Mary Swenson Lan Nguyen (alt.) Michlyn Hines (alt.)	X
Student Services Council Representative (1)			Performing Arts and Student Life (2)	Robert Salas*/ Traci Allen	
ACCESS Representative (1)	Sherry D'Attile		GUESTS	Todd Hampton	
Information Technology Representative (1)	Dean Adams			Darlene Melby	

**Note:** \* = FRAWG Member

TOPIC	ACTION
<b>1. WELCOME &amp; INTRODUCTIONS</b> Co-Chair Phil Abramoff welcomed everyone in attendance.	<b>Meeting began at 1:07pm.</b>

TOPIC	ACTION
<p><b>2. REVIEW &amp; APPROVE MEETING NOTES</b></p> <ul style="list-style-type: none"> <li>○ <b>February 16, 2011</b> The February 16, 2011 Meeting Notes stand as distributed.</li> </ul>	<p><b>Co-Chair Abramoff called for a motion to approve the February 16, 2011 Meeting Notes. Ms. Joanna Miller motioned for approval. Dean Kim Hoffmans seconded the motion. Motion carries.</b></p>
<p><b>3. INFORMATION/REPORTS</b></p> <p><b>PROJECTS – Mr. John Sinutko</b></p> <ul style="list-style-type: none"> <li>○ <b>Academic Center Building</b> Mr. John Sinutko reported that the HVAC boiler skid in the Academic Center was replaced on the roof of the Academic Center. Additionally, other changes were made to the HVAC system as they were not compliant with the original design of the building. Mr. Sinutko indicated that the Academic Center had electrical issues which involved each classroom; those have been resolved. However, there are more outstanding electrical issues. Mr. Sinutko plans on doing a walk-thru of the building with the general and electrical contractors, in hopes of coming to an agreement.</li> <li>○ <b>Health Sciences</b> Mr. Sinutko reported that the final move-in of equipment will be April 1, 2011.</li> <li>○ <b>EATM</b> Due to poor weather conditions, Mr. Sinutko stated that the EATM project is behind another month.</li> <li>○ <b>Fountain Hall Entrance</b> Mr. Sinutko mentioned that he and the architect are working out the final arrangements of the contract.</li> <li>○ <b>Parking Structure</b> Mr. Sinutko reported that the 100% schematic design plans are in his office for review. Comments from Heery, the Police Chief, and Information Technology will be combined with his and given back to the architect by the end of next week. The design plans are expected to go to DSA in July.</li> </ul>	

TOPIC	ACTION
<ul style="list-style-type: none"> <li>○ <b>Locally Funded Projects</b> <ul style="list-style-type: none"> <li>▪ <b>Environmental Science Program Plan (photovoltaic course lab location)</b> Ms. Lori Clark provided Mr. Sinutko the required spacing measurements for the solar panels during the FCAP meeting. Mr. Sinutko will be able to utilize this new information to design the layout. If the module is 38.7 wide x 10 foot rack, they could fit 3 modules.</li> </ul> </li> </ul> <p>Ms. Joanna Miller asked if future abatement of the old ceramics studio would occur, should asbestos exist. Mr. Sinutko acknowledged that there is asbestos in the studio; however, he hasn't been given a directive to do anything with it. Mr. Sinutko indicated his preference is to abate buildings/rooms that contain asbestos; however, if that isn't feasible, then it is encapsulated.</p> <p>Mr. Vance Manakas asked what was happening at the Field Hockey facility. Mr. Sinutko stated that the organizers of the Field Hockey facility are putting in a permanent restroom. They are paying for the structure &amp; fixtures. Our portion will be to connect the sewer lines to our system.</p> <p><b>FRAWG – Dean Kim Hoffmans/ Ms. Erika Lizée</b></p> <ul style="list-style-type: none"> <li>○ <b>Update</b> Ms. Erika Lizée reported that FRAWG met twice since the last FCAP meeting. Ms. Lizée stated that FRAWG has been working their way through the facility requests list by putting the requests into major, medium, and low categories. FRAWG anticipates that they will need to meet two more times in order to complete the categorization of requests. Dean Hoffmans and Ms. Lizée agreed that the majority of the requests are minor and could be resolved by a submission of a work order.</li> </ul>	
<b>4. ACTION</b>	
<b>5. REVIEW/DISCUSSION</b> Co-Chair Abramoff discussed the ranking process with members of FCAP. Once FRAWG has compiled the requests into categories and ranked them as high, medium, or low in each category, it is hoped that members of FCAP will receive the list a couple of weeks prior to the April 20, 2011 FCAP meeting. As a reminder, the facility requests will be ranked at the April 20, 2011 FCAP meeting.	
<b>6. ADJOURNMENT</b>	

HANDOUTS	Meeting Calendar 10-11 3 <sup>rd</sup> Wednesday, 1 p.m., PCR
<b>AGENDA   3/23/11 – MCShare, Webpage</b>	<b>2010</b>   08/18, 09/15, 10/20, 11/17
<b>MEETING NOTES   2/16/11 – MCShare, Webpage</b>	<b>2011</b>   01/19, 02/16, 03/16 23-rescheduled, 04/20
<b>FCAP 2010-11 GOALS – MCShare, Webpage</b>	

## Moorpark College

## FACILITIES - CAP

RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>FACILITIES – Committee on Accreditation and Planning (CAP)</p> <p><i>Committee of Academic Senate</i></p>	<p>Plans, monitors, evaluates</p> <ul style="list-style-type: none"> <li>› facilities and project-specific issues</li> <li>› The Facilities Master Plan</li> <li>› <i>The Accreditation Self-Study</i></li> <li>› Monitors the implementation of Agenda 3B of the self-study relative to facilities</li> </ul> <p>Ed Code 53200(c):</p> <ul style="list-style-type: none"> <li>› processes for institutional planning and budget development</li> </ul>	<p>Co-Chairs:</p> <p>Vice President, Business Services</p> <p>Faculty appointed by ASEC</p> <p>Members:</p> <ul style="list-style-type: none"> <li>› Two faculty from each Division appointed by Academic Senate</li> <li>› Director of F, M&amp;O</li> <li>› Two Deans appointed by EVP</li> <li>› One IT representative</li> <li>› One Student Services Council rep</li> <li>› One student appointed by ASG</li> </ul>