



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, April 20, 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	X	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* Inajane Nicklas	X	Mathematics & Physical Sciences (2)	Marcos Enriquez* Lori Clark	X
Director, Facilities , M&O	John Sinutko*	X	Natural Sciences (2)	Norm Marten Staff Mary Swenson Lan Nguyen (alt.) Michlyn Hines (alt.)	
Student Services Council Representative (1)			Performing Arts and Student Life (2)	Robert Salas*/ Traci Allen	X
ACCESS Representative (1)	Sherry D'Attile		GUESTS	Todd Hampton	X
Information Technology Representative (1)	Dean Adams			Darlene Melby	X

Note: * = FRAWG Member

TOPIC	ACTION
1. WELCOME & INTRODUCTIONS Co-Chair Ingram welcomed everyone in attendance. Introductions were made around the room.	Meeting began at 1:07pm.

TOPIC	ACTION
<p>2. REVIEW & APPROVE MEETING NOTES</p> <ul style="list-style-type: none"> • March 23, 2011 The March 23, 2011 FCAP Meeting Notes stand as distributed. 	<p>Co-Chair Ingram called for a motion to approve the March 23, 2011 FCAP Meeting Notes. Mr. Vance Manakas motioned for approval. Mr. Hart Schulz seconded the motion. Motion carries.</p>
<p>3. INFORMATION/REPORTS</p> <ul style="list-style-type: none"> • PROJECTS – Mr. John Sinutko <ul style="list-style-type: none"> ○ Academic Center Building Mr. Sinutko reported that the Academic Center has had difficulty with shades in some of the rooms. Additionally, the HVAC doesn't appear to be functioning properly. Each issue is still under warranty. ○ Health Sciences Mr. Sinutko reported that they are on track to have all of the equipment from the existing building moved over to the new Health Sciences building beginning on May 18. Mr. Sinutko stated that there were over 41 pages of incomplete work for the Health Sciences building which prompted further discussions with the contractors. ○ EATM Mr. Sinutko mentioned that he had received the schedule from the contractor that indicated they intended to make good and turn over the new EATM building to us by August 15. Additionally, they have secured a contract with a consultant to finalize the AV equipment. ○ Parking Structure Mr. Sinutko stated that this project has come a long way in design and that he will be meeting with the architects to review the 50% CDs. This project is on track for DSA submittal by July 2. ○ Locally Funded Projects <ul style="list-style-type: none"> ▪ Forum Broken seats in the Forum will be removed while the remaining seats will be placed together to form a continuous row. 	

TOPIC	ACTION
<ul style="list-style-type: none"> FRAWG – Dean Kim Hoffmans/ Ms. Erika Lizée <ul style="list-style-type: none"> Update Ms. Erika Lizée stated that FRAWG met twice since the last FCAP meeting to review the facility requests. Upon gathering further clarification of the requestors, the facility requests were then placed into one of three categories (major, intermediate, minor). Each category was then prioritized; however, this is only a recommendation by FRAWG to help assist members of FCAP. 	
4. ACTION <ul style="list-style-type: none"> Facility Requests Prioritization Co-Chair Ingram instructed members of FCAP to rank each facility request per category (major, intermediate, minor). Additionally, Co-Chair Ingram stated that members of FCAP could utilize FRAWGs recommendations as a tool to help them with the ranking task. Co-Chair Ingram thanked members of FRAWG for all of their work compiling the facilities recommendations list. FCAP Goals & Accomplishments 2010-11 Approval To be reviewed and approved during the September 2011 FCAP meeting. 	FCAP members prioritized the 2010-11 Facilities Requests. Results are posted on the website as well as McShare.
5. REVIEW/DISCUSSION Co-Chair Ingram apologized to members of FCAP for not having answered questions regarding the use of proxies for the task of prioritizing facilities. She reminded the committee that the votes are advisory and that the final decision comes from Administration after careful consideration of all of the forwarded recommendations.	
6. ADJOURNMENT	

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

Moorpark College FACILITIES - CAP

RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
FACILITIES – Committee on Accreditation and Planning (CAP) <i>Committee of Academic Senate</i>	Plans, monitors, evaluates <ul style="list-style-type: none"> facilities and project-specific issues The Facilities Master Plan <i>The Accreditation Self-Study</i> Monitors the implementation of Agenda 3B of the self-study relative to facilities Ed Code 53200(c):	Co-Chairs: Vice President, Business Services Faculty appointed by ASEC Members: <ul style="list-style-type: none"> Two faculty from each Division appointed by Academic Senate Director of F, M&O

	<ul style="list-style-type: none"> › processes for institutional planning and budget development 	<ul style="list-style-type: none"> › Two Deans appointed by EVP › One IT representative › One Student Services Council rep › One student appointed by ASG
--	---	---