



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, August 18, 2010 | 1-2:30 p.m., PCR

| POSITION/DEPARTMENT | NAME | ATTEND | DIVISION | DEPARTMENT CHAIR OR DESIGNEE | ATTEND |
|---|-------------------|--------|--|---|--------|
| Co-Chair: Vice President, Business Services | Iris Ingram | X | Applied & Social Sciences (2) | | |
| Co-Chair: Academic Senate Appointee | Phil Abramoff | X | Art, Media, Education, & Enrollment Services (2) | Joanna Miller Gerry Zucca Erika Lizée (alt.) | |
| Associated Students' Representative (1) | Arshia Malekzadeh | X | Language & Learning Resources (2) | Hart Schultz | |
| | Tiffany Uichanco | X | | | |
| Deans' Council Representatives (2) | | | Mathematics & Physical Sciences (2) | Phil Abramoff Lori Clark | X X |
| Director, Facilities, M&O | John Sinutko | X | Natural Sciences (2) | Norm Marten Staff Mary Swenson Lan Nguyen Michlyn Hines | |
| Student Services Council Representative (1) | | | Performing Arts and Student Life (2) | Robert Salas/ Traci Allen | |
| ACCESS Representative (1) | Sherry D'Attille | | GUESTS | | |
| Information Technology Representative (1) | | | | | |

| TOPIC | ACTION |
|--|---------------------------------|
| 1. WELCOME & INTRODUCTIONS Vice President & Co-Chair, Ms. Iris Ingram welcomed everyone in attendance. Co-Chair Ingram indicated that Mr. Phil Abramoff would continue to serve as the other Co-Chair. Introductions were made around the room. In the future, Co-Chair Ingram indicated that meetings would no longer be scheduled the first month of a new semester. | Meeting began at 1:07pm. |

| TOPIC | ACTION |
|--|--------|
| <p>2. REVIEW & APPROVE MEETING NOTES</p> <ul style="list-style-type: none"> ○ April 21, 2010 Co-Chair Ingram indicated that the approval of the April 21, 2010 FCAP Meeting Notes would be postponed until the September FCAP meeting due to lack of attendance at today's meeting. | |
| <p>3. INFORMATION/REPORTS – Mr. John Sinutko</p> <ul style="list-style-type: none"> ○ Academic Center Mr. Sinutko stated that the Academic Center is now officially open. If there are issues with the building, please submit a work order as they are covered under the warranty of the building. The Grand Opening of the Academic Center will be Friday, September 24, 2010 at 3 p.m. Invitations are expected to go out later next week. ○ Health Sciences Mr. Sinutko stated that the contractor promised substantial completion of the Health Sciences Building by mid-November, allowing us to open in January 2011. Mr. Sinutko mentioned that they are in the process of going out to bid for the equipment and furnishings (approximately \$2M). Co-Chair Abramoff asked if unique items/equipment were needed for the building. Mr. Sinutko acknowledged that there are special water distillation units, steam generators, and the deconstruction/construction of the existing ambulance model used for training, all of which are needed for the Health Science Building. ○ EATM Mr. Sinutko mentioned that the EATM Project is still on schedule with an opening expected in the Spring. There were delays to the EATM Project due to the difficulty of routing the electrical through the concrete of the first floor. ○ Parking Structure Mr. Sinutko noted that they just had the first schematic review of the Parking Structure. The Parking Structure was approved at the June 16, 2010 Board of Trustees meeting. The Parking Structure is funded by Measure S dollars. This will add an estimated 600 extra parking spaces. Additionally, Campus Police will be moved to the first floor of the Parking Structure. ○ Locally Funded Projects Mr. Sinutko indicated that the Electrical Infrastructure Project is virtually complete. Associated Student representatives asked what the status of the Student Union was. Mr. Sinutko indicated that they are ready to pick up where they left off and move forward with the project; however, further discussions/meetings are necessary. Mr. Sinutko stated that discussion was held in May regarding the renovation of the Associated Students' Office (demolition/removal of wall between offices, etc.). Mr. Sinutko advised the Associated Students representatives to contact his office to schedule future meetings. Mr. Sinutko stated that as things come up, he will send emails to all users informing them of water shutdowns or other utility issues. Committee member, Ms. Lori Clark, asked now that Mr. Sinutko is LEED Certified, would the existing/new buildings | |

| TOPIC | ACTION |
|---|--------|
| <p>implement LEED design features. Mr. Sinutko indicated that it is cost prohibitive to implement LEED Certification at this time; however, as new buildings do come online, certain aspects will contain LEED features (high efficient lighting, recycled materials, special paint, etc.) Additionally, Mr. Sinutko indicated that the roof of the new Health Sciences building would contain vegetation. Ms. Clark specially inquired about the new Parking Structure and whether or not the solar technology program would have the opportunity to work together on it should solar be incorporated into the project. Mr. Sinutko mentioned that it could be a possibility; however, he was aware that the District is in the process of implementation a co-generation project. Mr. Sinutko also indicated that he would have the architects put together a list of LEED areas to be distributed at a later time.</p> | |
| <p>4. ACTION</p> | |
| <p>5. REVIEW/DISCUSSION</p> <ul style="list-style-type: none"> ○ Board of Trustees June Agenda: Parking Structure Co-Chair Ingram distributed a section of the Board of Trustees June Agenda approving the Parking Structure at Moorpark College. ○ Review of Committee's Role in Governance Structure Co-Chair Ingram distributed and discussed the Self-Study Standard IIIB on Facility Resources. Additionally, Co-Chair Ingram reminded the committee members that the Charge of the Committee was on the bottom of the Agendas and Meeting Notes. Co-Chair Ingram stated that all colleges go through accreditation. Moorpark College will undergo its accreditation beginning October 11 through October 14. Co-Chair Ingram discussed the Education Master Plan as the driver of our programs and activities at the College and on campus. Additionally, it represents the foundation of our mission and objectives. The Education Master Plan then determines what our Facilities Master Plan is. The Facilities Master Plan takes into account how we deploy the physical aspects of our campus and the space we occupy. The Facilities Master Plan drives the 5-Year Capital Plan. All of the material is shared, approved, and adopted by the Board of Trustees, State Chancellors Office, and State Architects. The Making Decisions document is our set of Standing Rules. All of the aforementioned was distributed to the committee and can be located on MCSShare. ○ Goals for 2010-11 Co-Chair Ingram tabled the approval of the 2010-11 Goals until the September FCAP meeting. ○ Priorities <ul style="list-style-type: none"> ▸ Building Projects (Scheduled Maintenance) ▸ Available ○ Other Co-Chair Ingram indicated that she will make herself available to any or all committees interested in learning about the process in which colleges are funded (where does it [the money] come from, where does it go, how much, how is it spent). Interested committees should contact Co-Chair Ingram's office to schedule an appointment. | |

| TOPIC | ACTION |
|---|----------------------------------|
| | |
| 6. ADJOURNMENT Co-Chair Ingram called for a motion to adjourn. Co-Chair Abramoff motioned for adjournment. Mr. Sinutko seconded the motion. | Meeting adjourned at 2pm. |

| HANDOUTS | Meeting Calendar 10-11 3 rd Wednesday, 1 p.m., PCR |
|---|--|
| AGENDA 08/18/10 – MCSHare | 2010 08/18, 09/15, 10/20, 11/17, 12/15 |
| MEETING NOTES 04/21/10 – MCSHare | 2011 01/19, 02/16, 03/16, 04/20 |
| FCAP 2010-11 GOALS – MCSHare | |
| | |

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