



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, September 15, 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)	Howard Davis Vance Manakas	X X
Co-Chair: Academic Senate Appointee	Phil Abramoff	X	Art, Media, Education, & Enrollment Services (2)	Joanna Miller Gerry Zucca Erika Lizée (alt.)	X X X
Associated Students' Representative (1)	Lisa Audish	X	Language & Learning Resources (2)	Hart Schulz	X
Deans' Council Representatives (2)	Kim Hoffmans Lori Bennett		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 Michlyn Hines	X X
Student Services Council Representative (1)			Performing Arts and Student Life (2)	Robert Salas Traci Allen	X X
ACCESS Representative (1)	Sherry D'Attile	X	GUESTS	Darlene Melby	X
Information Technology Representative (1)	Dean Adams	X		Riley Dwyer	X

TOPIC	ACTION
1. WELCOME & INTRODUCTIONS Co-Chair Ingram welcomed everyone in attendance. Introductions were made around the room. Co-Chair Ingram reminded the Committee that all pertinent meeting information is posted to MCSHare. Co-Chair Ingram informed the Committee of the upcoming Accreditation Team Visit in October. The Accreditation Team will be looking at a number of Standards with respect to governance and planning.	Meeting began at 1:05 p.m.

TOPIC	ACTION
<p>2. REVIEW & APPROVE MEETING NOTES</p> <ul style="list-style-type: none"> ○ August 18, 2010 ○ April 21, 2010 <p>Meeting Notes stand as distributed.</p>	<p>Co-Chair Ingram called for a motion to approve the April 21, 2010 & August 18, 2010 FCAP Meeting Notes. Mr. Hart Schulz motioned for approval. Mr. Howard Davis seconded the motion. Motion carries.</p>
<p>3. INFORMATION/REPORTS – Mr. John Sinutko</p> <ul style="list-style-type: none"> ○ Academic Center Mr. John Sinutko reported that all of the restroom stalls in the Academic Center are getting replaced, as well as the locks to the sliding entrances of the building. A certain process has to be followed because the building is bond funded. <p>Co-Chair Ingram announced that the Building Dedication for the Academic Center was scheduled for Friday, September 25. Invitations were distributed to the Members of the Committee. Co-Chair Abramoff noted that the hallways are particularly loud. Co-Chair Abramoff asked if anything could be done to alleviate the echo in the hallways. Mr. Sinutko indicated that the loudness in the hallways was not on the radar at this point in time; he is more concerned with the functionality of the building (punch list items, electrical issues, security, etc.), but would look into the matter after punch list issues were resolved.</p> ○ Health Sciences Mr. Sinutko reported that the official word is that the new Health Sciences building will be turned over in November 2010 for January 2011 occupancy. Mr. Sinutko indicated that he will be meeting with folks on Friday to see if some differences between the District and the Contactor could be resolved. ○ EATM Mr. Sinutko indicated that the new EATM building is on schedule. The concrete pouring of the first floor has begun. The next phase will be the erection of the steel portion of the building. Mr. Sinutko stated that the building is scheduled to open in the Spring of 2011. ○ Fountain Hall Entrance Mr. Sinutko reported that the step that was removed outside of Fountain Hall, on the fountain side of the building, will be replaced in a week. Furthermore, the fencing will 	

TOPIC	ACTION
<p>be removed allowing us to functionally use that side of the building again. Eventually, Fountain Hall will be the focal point for the campus. It will serve as the "One-Stop Shop" for the campus; therefore, the area needs to be redesigned to accommodate this goal. Two design options were created by Gensler Architects and reviewed by upper administration. A second firm is coming up with a third design to incorporate elements from both of the former designs. Mr. Sinutko stated that the fountain will remain, no matter what the final design is comprised of. Mr. Sinutko additionally stated that the design is still in the planning stages and that it is perhaps a full year away from completion. This redesign will be combined with the Campus Wayfinding project. Mr. Sinutko stated that the honorary bricks will be folded into the project.</p> <ul style="list-style-type: none"> ○ Parking Structure Co-Chair Ingram reminded the Committee that the Board of Trustees, in June, voted to approve the parking structure as a capital project using additional Measure S Bond funds. The parking structure will add 600 additional spaces, plus additional space for Campus Police on the ground floor of the structure. This is something that came up fairly late last year and was talked about in this meeting. Co-Chair Ingram stated there was a consensus that this is something that we wanted to pursue as the intent was to help mitigate the issue of parking. ○ Academic Center Parking Lot Co-Chair Abramoff indicated that the consensus among the staff in the Academic Center was that the parking was insufficient. It was suggested to turn 12 of the existing students stalls into staff and turn 12 staff parking stalls on the upper campus to student parking stalls. ○ Locally Funded Projects Mr. Sinutko mentioned that the portable trailers next to the Communication Building will be removed next week. The Campus Center Entry project is waiting for a couple of bulletin boards, but otherwise is complete. The Ceramics Studio is in its final stages with the final equipment placement about a month away. <p>Mr. Sinutko indicated that vehicles are bottoming out at the "entrance" into the PAC and EATM parking lots. Mr. Sinutko stated that this was not an entrance; but rather, an exit for the bus and material delivery to the project site. There is a proposal in process of approximately \$7,400, to mitigate the issue.</p> <p>Ms. Lori Clark suggested that a water dispenser in the Campus Center be added in the Dining Hall to allow students to fill their water bottles for free. Mr. Sinutko recommended that this suggestion be brought to the Environmental Committee.</p>	

TOPIC	ACTION
<p>Mr. Sinutko noted that there has been an increase in the need for campus maps and wayfinding signage. Comments from students and staff have been passed on to the architects.</p> <p>Mr. Gerry Zucca voiced his concern about the facilities prioritization process. Co-Chair Ingram indicated that the facilities requests are extracted from the annual Program Plans. A list is generated and brought back to FCAP. Some are operational issues while others have a specific impact on our facilities planning. The latter is brought back to FCAP to vet. Co-Chair Ingram indicated that she was open to thoughts from the Members of FCAP on how they would like to be more involved in that process. It was agreed that the macro issues would be brought forward to FCAP for review.</p> <p>Co-Chair Ingram reminded the Committee that Scheduled Maintenance is no longer funded by the state and that all projects (gas lines, roofs, etc.) are locally funded. Perhaps the Scheduled Maintenance projects could be prioritized. To be discussed in further detail at the next FCAP meeting in October. A list of Scheduled Maintenance projects will be distributed to everyone for review prior to the October meeting.</p> <p>Mr. Zucca mentioned that he had a proposal to move the art gallery from the Administration Building to the second floor of Fountain Hall. It was recommended that he bring the proposal to the Environmental Committee for review.</p>	
<p>4. ACTION</p> <ul style="list-style-type: none"> ○ Goals for 2010-11 Brief discussion was held to revise two of the goals. Goals will be modified by Kim Watters. 	<p>Co-Chair Ingram called for a motion to approved the 2010-11 FCAP Goals with the minor changes to be done by Kim Watters. Mr. Vance Manakas motioned for approval. Mr. Hart Schulz seconded the motion. Motion carried.</p>
<p>5. REVIEW/DISCUSSION</p> <ul style="list-style-type: none"> ○ Board of Trustees June Agenda: Parking Structure ○ Review of Committee's Role in Governance Structure ○ Priorities <ul style="list-style-type: none"> ▸ Building Projects (Scheduled Maintenance) ▸ Available 	
<p>6. ADJOURNMENT</p>	<p>Meeting adjourned at 2:30 p.m.</p>

HANDOUTS	Meeting Calendar 10-11 3 rd Wednesday, 1 p.m., PCR	
AGENDA 09/15/10 – MCSHare	2010	08/18, 09/15, 10/20, 11/17, 12/15
MEETING NOTES 04/21/10 & 08/18/10 – 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