



## 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, November 17, 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)	Shanna Holako	X	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 X X X
Student Services Council Representative (1)			Performing Arts and Student Life (2)	Robert Salas/ Traci Allen	X X
ACCESS Representative (1)	Sherry D'Attille		GUESTS		
Information Technology Representative (1)	Dean Adams				

TOPIC	ACTION
<b>1. WELCOME &amp; INTRODUCTIONS</b> Co-Chairs Iris Ingram and Phillip Abramoff welcomed everyone in attendance. Introductions were made around the room.	<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>○ October 20, 2010 The October 20, 2010 FCAP Meeting Notes stand as distributed.</li> </ul>	<p><b>Co-Chair Ingram called for a motion to approve the October 20, 2010 FCAP Meeting Notes. Mr. Howard Davis motioned for approval. Mr. Hart Schulz seconded the motion. Motion carries.</b></p>
<p><b>3. INFORMATION/REPORTS – Mr. John Sinutko</b></p> <ul style="list-style-type: none"> <li>○ <b>Academic Center Building</b> <ul style="list-style-type: none"> <li>▸ Parking Lot (re-stripe 12 stalls, disabled access, temporary parking) Mr. John Sinutko mentioned that the Academic Center parking lot would be re-striped with 12 new staff stalls on Friday morning. Parking Lot C would receive 12 new student stalls on Thursday. A portal announcement will go out announcing the changes to the lots.</li> </ul> </li> <li>○ <b>Health Sciences</b> Mr. John Sinutko reported that the contractor is currently installing the floors on this project. The FF&amp;E order will occur in January; however, the warehouse has already started to receive some equipment.</li> <li>○ <b>EATM</b> Mr. Sinutko indicated that a little bit of time was lost on this project due to weather (2 weeks); however, it hasn't affected the expected end date of May 2011.</li> <li>○ <b>Fountain Hall Entrance</b> Mr. Sinutko stated that the Fountain Hall Entrance is still in the preliminary design phase and that there is nothing new to report.</li> <li>○ <b>Parking Structure</b> Mr. Sinutko distributed 3D renderings of the proposed Parking Structure. Another set of drawings is expected later in the day. An electronic presentation will be given to the Board SubCommittee today. The new Parking Structure will create 612 new parking spaces.</li> </ul>	<p><b>Ms. Kim Watters will post a portal message indicating the changes to Parking Lots C and F.</b></p>

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 displayed a drawing on her laptop of a potential roof structure for the photovoltaic course. Mr. Sinutko indicated that because students would be on the structure as originally suggested, the Division State of Architects would need to be involved. The new design does not allow students to physically get on it, just work around it. The next step is to price out the project by taking the new design to the contractor. Ms. Lori Clark stated that 6 modules were donated by Solar World.</li> <li>▸ <b>AA Building</b> Mr. Sinutko reported that the Ceramic Studio in the AA Building is complete. A scheduled move is planned to occur during the Thanksgiving break.</li> </ul> </li> </ul>	
<b>4. ACTION</b>	
<b>5. REVIEW/DISCUSSION</b> <ul style="list-style-type: none"> <li>○ <b>Project Lists/ Scheduled Maintenance</b> Co-Chair Ingram stated that although we are required to maintain a list of Scheduled Maintenance projects with the state, those projects are no longer paid for by the state. Scheduled Maintenance projects include roof repair/replacement, gas line repair/replacement, etc. These projects are now paid for through local general funds. Co-Chair Ingram indicated that she meets with Mr. Sinutko on a continual basis about these projects.  Mr. Sinutko distributed a Scheduled Maintenance List, prepared in Fusion (a state program), to the Committee to review. The report displays district-wide requests. Mr. Sinutko highlighted the Moorpark College related items (30-40). Currently, there is a backlog of deferred maintenance projects in the \$11.5M range. The roofing project is estimated to be approximately \$1M.  Co-Chair Ingram reported that discussions are being held in DCAS to possibly modify the current Allocation Model to identify scheduled maintenance projects and other “non-recurring” costs for funding as a separate line item under each college’s allocation. Co-Chair Ingram indicated that the District receives \$132M from the state. After certain amounts are taken “off the top,” the funds are run through the approved Allocation Model. Those funds are then funneled to the individual campuses. Moorpark College receives approximately 44% (\$48M) of the District’s allocation by the state. Scheduled maintenance projects would be funded by a portion of the remaining \$48M along with operating expenses and salaries.  Mr. Sinutko mentioned that any project above \$400K is considered a Capital Project. Projects are getting broken up into phases to allow for timely completion and the avoidance of a Capital Project label. A tentative 5-year Capital Plan resides in Fusion. Once the Plan is submitted to the Board of Trustees and is approved, it then becomes an official document with the state.</li> </ul>	

TOPIC	ACTION
6. ADJOURNMENT	Meeting adjourned at 2:15pm.

HANDOUTS	Meeting Calendar 10-11 3 <sup>rd</sup> Wednesday, 1 p.m., PCR
AGENDA   11/17/10 – MCSHare	2010   08/18, 09/15, 10/20, 11/17, 12/15 (cancelled/winter break)
MEETING NOTES   10/20/10 – MCSHare	2011   01/19, 02/16, 03/16 (cancelled/spring break), 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"> <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> Ed Code 53200(c): <ul style="list-style-type: none"> <li>› processes for institutional planning and budget development</li> </ul>	Co-chairs: Vice President, Business Services Faculty appointed by ASEC  Members: <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>