



## 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, January 18, 2012 | 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 X
Co-Chair: Academic Senate Appointee	Phil Abramoff	X	Art, Media, Education, & Enrollment Services (2)	Gerry Zucca* Erika Lizée	X
Associated Students' Representative (1)	Krysten Jones		Language & Learning Resources (2)	Hart Schulz* Jeff Baker	
Deans' Council Representatives (2)	Kim Hoffmans* Julius Sokenu	X	Mathematics & Physical Sciences (2)	Marcos Enriquez* Michael Walegur Kahroline di Passero (alt.)	X X
Director, Facilities, M&O	John Sinutko*	X	Life & Natural Sciences (2)	Norm Marten Lupe Aldana	X
Student Services Council Representative (1)			Performing Arts and Student Life (2)	Robert Salas*/ Traci Allen	
ACCESS Representative (1)	Sherry D'Attile		GUESTS	Darlene Melby	X
Information Technology Representative (1)	Todd Hampton	X			

**Note:** \* = FRAWG Member

TOPIC	ACTION
<b>1. WELCOME &amp; INTRODUCTIONS</b> Co-Chair Ingram welcomed everyone in attendance. Introductions were made around the room.	<b>Meeting began at 1:07pm. LACK OF QUORUM, no action can be taken.</b>
<b>2. FACULTY CO-CHAIR COMMENTS</b> <ul style="list-style-type: none"> <li><b>Direction of Facilities for the Year (Abramoff)</b>            Co-Chair Abramoff reported that he met with Co-Chair Ingram, President Pam Eddinger, and Academic Senate President Riley Dwyer to discuss the Facilities Master Plan (FMP). He indicated that they will be</li> </ul>	

TOPIC	ACTION
<p>taking the FMP into a different direction based on new assumptions and a new budget. The new assumptions in the Education Master Plan will change what we do in Facilities. Additionally, as the demographics of our students change, how we approach them also changes. We will be receiving no new funding from the state to build projects. Funding for the Measure S Bond has ended. The only outstanding project is the parking structure. We are entering into post Measure S territory. Program Plans should be extremely clear on greatest needs. The role of FRAWG will be to assist FCAP with the prioritizations of the Program Plan Facility Requests given the fact that very few projects will be approved and/or completed.</p> <p>Co-Chair Ingram stated that revisions to the FMP will be placed on hold until all three campuses can coordinate efforts. This gives Moorpark an opportunity to step back and reflect on its needs and to reset based upon the new realities. What does this campus need to look like? Who will we be serving? Examination of the previous assumptions will need to occur. How would we articulate the new information?</p> <ul style="list-style-type: none"> <li> <b>Financial Update (Ingram)</b>  Co-Chair Ingram reported the Governor's budget was released early and all of the triggers have been pulled. As of this meeting, the state budget appears to have a \$6B deficit. If the temporary tax measures do not pass, the deficit could rise to \$12B-\$13B; which could mean additional cuts to Community Colleges for FY 13 as well as deeper cuts for FY 14. Co-Chair Ingram stated that she has been calculating different budget "reduction" scenarios; \$6M, \$8M, \$9M, and \$10M. </li> </ul> <p>Co-Chair Ingram noted that the budget for the entire District ranges from \$128M-\$132M. It is anticipated that by July 1, the District budget could be as low as \$127M. Moorpark College's budget is \$47M which will have a reduction of \$4M or more for FY 13. Coupled with the reduction in revenue, there are increases in costs; health care benefits for faculty (no cap), and step &amp; column increases. The state stopped funding scheduled maintenance. The state has reduced lottery funding; a funding source from which we used to purchase certain types of equipment and materials. Technology also had a certain funding stream. All of those things make the future less clear. In addition to the revenue short falls, we have an issue with FTES. The state has a cap on how many FTES they will fund us for. We still have a gap of approximately 2000 unfunded FTES District-wide. When the state lowers its revenue projections it also lowers the FTES cap. As we reduce our FTES, we need to be careful not to lose our medium size college classification.</p>	
<p><b>3. REVIEW &amp; APPROVE MEETING NOTES</b></p> <ul style="list-style-type: none"> <li> <b>November 16, 2011</b> </li> </ul>	<p>Due to lack of quorum, the approval of the November 16, 2011 FCAP Meeting Notes was tabled until the February meeting.</p>

TOPIC	ACTION
<p><b>4. INFORMATION/REPORTS</b></p> <ul style="list-style-type: none"> <li> <p>• <b>PROJECTS – Mr. John Sinutko</b></p> <p><u>Mr. Sinutko noted that with regards to the Gym Renovation, there were still Bond funds allocated to the project; however, there were not enough funds do everything that needs to be done.</u></p> <ul style="list-style-type: none"> <li>○ <b>Academic Center Building</b> As a solution to the bird challenge, a bird stop was installed on the Academic Center Building during the winter break. It won't be known if the bird stop actually works until the sparrows return.</li> <li>○ <b>Health Sciences</b> Project completed. In the stages of maintaining it.</li> <li>○ <b>EATM</b> Project completed. First classes were held this semester.</li> <li>○ <b>Fountain Hall Entrance/Way Finding</b> On hold until a source of funding has been identified.</li> <li>○ <b>Parking Structure</b> As of today, the Division State Architects (DSA) is 5 months late with their structure comments. Mr. Sinutko reported that he will be meeting the week after next with the I.T. and Police Departments to make sure that the plans are reviewed and to at the furnishings, including electrical and data needs.</li> <li>○ <b>Roof/Gas Lines</b> Completed.</li> <li>○ <b>Locally Funded Projects</b> <ul style="list-style-type: none"> <li>▪ <b>Environmental Science Program Plan</b> (photovoltaic course lab location)</li> <li>▪ <b>Performing Arts</b> Mr. Sinutko briefly discussed the status of the PA Building. He indicated that he has been meeting with the architects to review the safety of the PA. The project is far enough along that we could use the drawings to develop a proposal and receive bids.</li> <li>▪ <b>Physical Sciences Building - HVAC</b> Given that the DSA is currently behind schedule, we are not expecting to get their feedback before the end of February. The difficulty will be getting the information to the Board in a timely manner. Temperatures</li> </ul> </li> </ul> </li> </ul>	

TOPIC	ACTION
<p>exceed 95 degrees in the classrooms. Classes have been relocated out of the building for the Summer.</p> <ul style="list-style-type: none"> <li>• <b>FRAWG – Dean Kim Hoffmans/Mr. Gerry Zucca</b> <ul style="list-style-type: none"> <li>○ <b>Update</b> <p>Dean Kim Hoffmans stated that FRAWG was hoping to get the facility request categorizations to FCAP members next week. FRAWG has a meeting tomorrow at 3p.m. to review the list. Once it's reviewed, Dean Hoffmans will send it to Co-Chairs Ingram and Abramoff. Mr. Gerry Zucca noted that FRAWG met twice since November's FCAP meeting. Co-Chair Abramoff stated that clarity of the Program Plans is essential for facilitating requestors' needs. Without the clarity and detail, it's taking longer to decipher what the requests are.</p> <p>Co-Chair Ingram mentioned that orientation in completing the Program Plans are ongoing. It has been difficult getting the people who completed those plans to define the need and not the solution. Ms. Lisa Putnam is a resource to help requestors define their needs during the orientation process.</p> <p>Co-Chair Ingram reminded FCAP members that all of the recommendations for facilities are given to the VP Council for additional vetting.</p> </li> <li>○ <b>Methodology for “catching” requests that could be either Technology, Equipment, or both</b> <p>Discussion was held regarding the methodology for “catching” requests that could either be Technology, Equipment, or both. Perhaps holding a joint meeting, once a year during the Spring semester, with both FCAP and TCAP members, should occur to review and identify cross-over requests collaboratively. It was suggested that Ms. Kim Watters compile the remaining TCAP &amp; FCAP requests for the Spring collaborative meeting.</p> <p>Further discussion revealed that communication back to the initial requestor needs to happen as well.</p> </li> </ul> </li> </ul>	
5. ACTION	
6. REVIEW/DISCUSSION	
7. ADJOURNMENT	Meeting adjourned at 2:30pm.

HANDOUTS	Meeting Calendar 11-12 3 <sup>rd</sup> Wednesday, 1 p.m., A-138
AGENDA   01/18/12 – MCShare, Webpage	2011   <del>09/21, 10/19, 11/16</del>
MEETING NOTES   11/16/11 – MCShare, Webpage	2012   <del>01/18</del> , 02/15, 03/21, 04/18
FCAP 2011-12 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"> <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>