



## 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 19, 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)	Jack Miller Vance Manakas*	X X
Co-Chair: Academic Senate Appointee	VACANT (Riley Dwyer sat in)	X	Art, Media, Education, & Enrollment Services (2)	Gerry Zucca* Erika Lizée	X
Associated Students' Representative (1)	Elijah Coyle	X	Language & Learning Resources (2)	VACANT	
Deans' Council Representatives (2)	Kim Hoffmans* Julius Sokenu	X	Mathematics & Physical Sciences (2)	Marcos Enriquez* Cindy Reed	X
Director, Facilities , M&O	John Sinutko*	X	Life & Health Sciences (2)	Norm Marten Lupe Aldana	
Student Services Council Representative (1)	VACANT		Performing Arts and Student Life (2)	Robert Salas* Traci Allen	X X
ACCESS Representative (1)	Sherry D'Attile		GUESTS	Darlene Melby	X
Information Technology Representative (1)	Todd Hampton			Jane Harmon	X
				Michael Walegur	X

**Note:** \* = FRAWG Member

TOPIC	ACTION
<b>1. WELCOME &amp; INTRODUCTIONS</b> Co-Chair Iris Ingram welcomed all those in attendance. Introductions were made around the room. Iris passed handouts out and informed the group that all meeting agendas, notes and handouts are posted to MCShare and the MC Website per Brown Act and in future meetings all must print out their own to bring to the meeting..	Call to order at 1:10 p.m.  No quorum established.
<b>2. FACULTY CO-CHAIR ANNOUNCEMENTS</b> Academic Senate President Riley Dwyer told the committee that she has sent out an all call in search of a Co-Chair for this committee. She asked everyone to spread the word and let her know if they are interested or know someone who is.	

TOPIC	ACTION
<b>3. REVIEW &amp; APPROVE MEETING NOTES</b> <ul style="list-style-type: none"> <li>March 21, 2012</li> <li>April 18, 2012</li> </ul>	No quorum so approval of notes tabled til next meeting
<b>4. INFORMATION/REPORTS</b> <ul style="list-style-type: none"> <li><b>PROJECTS – Mr. John Sinutko</b> <ul style="list-style-type: none"> <li><u>Fountain Hall First Stop</u> – Departments that will be involved (A&amp;R, Counseling, SBO, Financial Aid, CalWorks, EOPS, Career &amp; Transfer Center, Outreach) in the area have been met with. Architects are being looked at. The project could possibly be move in ready by January 2014.</li> <li><u>Parking Structure</u> - This project is finally out of DSA and we have a contractor. Should be about a year of contruction. It will also allow for electric car parking. The Police station will be relocated there with about 1500 sqare feet of space and some storage below it. <ul style="list-style-type: none"> <li><u>Computer Classrooms – HSS-104 &amp; FH-220</u> – This project should be completed by next spring, in the designer stage currently. HSS is for the music program and FH is for the Journalism program.</li> <li><u>Environmental Science Program Plan</u> (photovoltaic course lab location) – electrical contract complete</li> <li><u>PA Building</u> - replaced sound system in mini theater and black box theater, pulled network wiring, now have digital sound</li> <li><u>PS Building</u> - replaced retrofitted HVAC in that bldg. Use to be extremely hot in the bldg and it is now a comfortable temperature</li> <li><u>Campus Center Vending</u> – over summer break we renovated a portion of the Campus Center where we demolished the kitchen to create a vending area which use to be part of the cafeteria serving area. We are looking at putting more meeting rooms in some of the remaining space eventually. A gally kitchen is on the current plans which could be used for outside catering services or to house refreshments during meetings. Students are only using vending machings districtwide. Hope to renovate the restrooms in the campus center eventually using the area that currently is a video game room and storage area. Kim asked if we could use the kitchen to prepare food, Iris said that we could not but a caterer could use the space for an event on campus.</li> <li><u>Perimeter Street Lighting</u> - replaced all street lighting which was original to the campus</li> </ul> </li> </ul> </li> <li><b>FRAWG – Dean Kim Hoffmans/Mr. Gerry Zucca</b> <ul style="list-style-type: none"> <li>Update – Dean Kim Hoffmans reported that they are working on getting the committee together. Iris told the group if they are interested in the committee to contact herself or Kim. Priorities recommended go to Vice Presidents Council (VPC) for review. VPC is currently reviewing the list and once the President has made decisions on what prioroities she is going to accept, she will then send a memo to Iris and Riley.</li> </ul> </li> </ul>	

TOPIC	ACTION
5. ACTION	
<b>6. REVIEW/DISCUSSION</b> <ul style="list-style-type: none"> <li>• <b>Goals &amp; Accomplishments 2011-12</b> – Some discussion took place regarding the 5-year Capital plan, Facilities Master Plan and the Education Plan and how they tie together.</li> <li>• <b>Goals 2012-13</b> – Discussion about the second item and secondary effects including the need to make Administration building bathrooms ADA compliant once counseling and A&amp;R move to the new one stop at Fountain Hall. A recommendation to start the 5<sup>th</sup> goal with the word “explore.” #5 put explore way finding, rewording some goals.</li> <li>• <b>Facility Requests Prioritization</b> – tabled at this time</li> <li>• <b>Other</b> – nothing</li> </ul>	No quorum so these were tabled with changes until next meeting
<b>7. ADJOURNMENT</b>	Meeting adjourned at 2:12 p.m.

HANDOUTS	Meeting Calendar 12-13 3 <sup>rd</sup> Wednesday, 1 p.m., A-138	
AGENDA   09/19/12 – MCShare, Webpage	2012	09/19, 10/17, 11/21, 12/19
MEETING NOTES   03/21/12 & 04/18/12 – MCShare, Webpage	2013	01/16, 02/20, 03/20, 04/17, 05/15
FCAP 2011-12 GOALS & ACCOMPLISHMENTS - MCShare, Webpage		
FCAP 2012-13 GOALS – MCShare, Webpage		
FCAP 2012-13 MEETING TIME INFORMATION - 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>