



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, October 17, 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
Co-Chair: Academic Senate Appointee	VACANT		Art, Media, Education, & Enrollment Services (2)	Gerry Zucca* Erika Lizée	X 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 X
Director, Facilities , M&O	John Sinutko*		Life & Health Sciences (2)	Norm Marten Lupe Aldana	
Student Services Council Representative (1)	Kathryn Adams	X	Performing Arts and Student Life (2)	Robert Salas* Traci Allen	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
1. WELCOME & INTRODUCTIONS Co-Chair Iris Ingram welcomed all those in attendance. Introductions were made around the room. No quorum was established.	Call to order at 1:05 p.m.
2. FACULTY CO-CHAIR ANNOUNCEMENTS - VACANT	
3. REVIEW & APPROVE MEETING NOTES <ul style="list-style-type: none"> March 21, 2012 April 18, 2012 September 19, 2012 	No quorum, meeting notes will be brought back to next meeting.

TOPIC	ACTION
<p>4. INFORMATION/REPORTS</p> <ul style="list-style-type: none"> PROJECTS – In anticipation of his vacation, John Sinutko submitted the information below beforehand to the committee for review. Co-Chair Ingram asked the committee if they had any questions. <p><u>Bond projects</u></p> <ul style="list-style-type: none"> Fountain Hall First Stop <ul style="list-style-type: none"> Schematic Design has been approved Design Development has begun <ul style="list-style-type: none"> Architect and design team has met with the First Stop Committee Architect and design team has met with end users and Deans from each program group to refine design Architect and design team has met with IT to discuss leveraging technology in the project Architect and design team met with District Purchasing for first round discussions on FF&E <p>Question regarding when construction would start and whether classrooms would remain open during construction. Co-Chair Ingram replied that all classrooms on the 2nd floor would be relocated to a swing space and that construction would not start before summer.</p> <ul style="list-style-type: none"> Parking Structure and Police Station <ul style="list-style-type: none"> Pre-construction meeting took place on October 9, 2012 Perimeter fencing installation October 10, 2012 Construction offices to arrive on October 12, 2012 Anticipate 18 months construction time <p>Discussion - students are having problems with not having enough overflow parking right now so how would they find parking once construction began? Co-Chair Ingram replied that M&O are looking at alternative parking. Also having problem with students having no sidewalk in that area and are walking in the middle of the street. Concerns about day-light savings time and not being able to see the students at night. Co-Chair Ingram replied that they looked at putting in a sidewalk but with the incline in that area it would cost upwards of \$1 million and would not be able to be part of the Measure S Bond. Looking at possible state or federal funding if sidewalks are built with alternative materials. Ideas – possibly putting up signage to ask students to use internal sidewalks. For November's agenda: Question regarding why there is only 1 lane open on Campus Road now that construction is over.</p> <p><u>Locally Funded Projects</u></p> <ul style="list-style-type: none"> Gym UV-3 HVAC Equipment Replacement (\$90,000 budget) <ul style="list-style-type: none"> Bids open on October 15, 2012 Project will be completed in February 2013 AA – Arts Complex <ul style="list-style-type: none"> Demolition of existing spaces has begun ACM abatement will be performed between October 15 and October 20, 2012 PA Theater Audio System Replacement <ul style="list-style-type: none"> Main theater audio system completed Black Box theater system in procurement phase 	

TOPIC	ACTION
<p>Complaint that the software to run the system was not included in the specs of the project. Co-Chair Ingram replied that M&O is aware of the problem and looking into taking care of the problem.</p> <ul style="list-style-type: none"> PA Main Theater Curtain Replacement <ul style="list-style-type: none"> Bids completed Procurement in process <p><u>Scheduled Maintenance Projects Completed from 5 yr. Plan</u></p> <ul style="list-style-type: none"> HVAC Cooling Tower Replacement Bldg. #2 Technology HVAC R&R Bldg. #6 Physical Sciences Phase 1 & 2 HVAC Cooling Tower Replacement Bldg. #6 Physical Sciences Sound Equipment Replacement Bldg. #27 Performing Arts Replace Backflow Devices Campus wide Replace Theater Lighting Phase 1 Bldg. #27 Performing Arts Perimeter Lighting Replacement – Campus <p>Co-Chair Ingram told the committee that the 5 yr. Plan goes before the Board of Trustees if anyone wants to look at it in more detail.</p> <ul style="list-style-type: none"> FRAWG – Dean Kim Hoffmans/Mr. Gerry Zucca <ul style="list-style-type: none"> Co-Chair Ingram told the committee that the Program Plan deadline was the 15th so it would probably be too soon to be pulled off TracDAT and given to FRAWG. Kim Hoffmans replied that the FRAWG committee is still looking for volunteers. FRAWG meets around 3 times for about 2 hours each. Co-Chair Ingram asked that the FRAWG Committee pull out things that are not appropriate as well as any requests for smart classrooms, work orders and anything redundant. 	
5. ACTION	
6. REVIEW/DISCUSSION <ul style="list-style-type: none"> Goals & Accomplishments 2011-12 – approve Goals 2012-13 – approve Other - Co-Chair Ingram wants the committee to begin talking about the Facilities Master Plan process since it was put off for a year. First need to talk about the educational needs of the campus so we can start discussing how that flows to the facilities master plan. 	No quorum, will be brought back to next meeting.
7. ADJOURNMENT	Meeting adjourned at 1:45 p.m.

HANDOUTS	Meeting Calendar 12/13 3 rd Wednesday, 1 p.m., A-138
AGENDA 10/17/12 – MCShare, Webpage	2012 09/19, 10/17, 11/21, 12/19
MEETING NOTES 03/21/12, 4/18/12, 09/19/12 – 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	
MC Project Updates – John Sinutko	

Moorpark College FACILITIES - CAP

RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
<p>FACILITIES – Committee on Accreditation and Planning (CAP)</p> <p><i>Committee of Academic Senate</i></p>	<p>Plans, monitors, evaluates</p> <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 <p>Ed Code 53200(c):</p> <ul style="list-style-type: none"> › processes for institutional budget development 	<p>Co-Chairs: Vice President, Business Services Faculty appointed by ASEC</p> <p>Members:</p> <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