



## 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 MINUTES

**Wednesday, May 15, 2013 | 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	Education, Visual Arts, Math & Physical Sciences (2)	Erika Lizée* Gerry Zucca* Marcos Enriquez* Cindy Reed	X X
Co-Chair: Academic Senate Appointee	VACANT		Enrollment Services, Behavioral and Applied Sciences (2)	Vance Manakas*	X
Associated Students' Representative (1)	Elijah Coyle		Health, Life and Natural Sciences (2)	Norm Marten Lupe Aldana	
Deans' Council Representatives (2)	Inajane Nicklas Kim Hoffmans* Julius Sokenu	X	Social Sciences, Languages and Learning Resources (2)	Jack Miller Hart Shulz	X
Director, Facilities , M&O	John Sinutko*		Student Life, Performing and Media Arts(2)	Robert Salas* Traci Allen	X X
Student Services Council Representative (1)	Kathryn Adams*		GUESTS	Darlene Melby	
ACCESS Representative (1)	Sherry D'Attile				
Information Technology Representative (1)	Todd Hampton	X			

**Note:** \* = FRAWG Member

TOPIC	ACTION
<b>1. WELCOME &amp; INTRODUCTIONS</b> The meeting was called to order at 1:24 p.m. and a quorum was not established.	
<b>2. FACULTY CO-CHAIR ANNOUNCEMENTS</b>	

TOPIC	ACTION
<b>3. REVIEW &amp; APPROVE MEETING NOTES</b> <ul style="list-style-type: none"> <li>April 17, 2013 – no changes or corrections from the committee, but with no quorum, we will bring this back to the first meeting in Fall for approval.</li> </ul>	
<b>4. INFORMATION/REPORTS</b> <ul style="list-style-type: none"> <li><b>PROJECTS – Mr. John Sinutko</b> – Mr. Sinutko was unable to attend the meeting. Co-Chair Ingram offered to give a quick update and answer any questions. <ul style="list-style-type: none"> <li>Fountain Hall First Stop – still on target for original plan date. Moving the departments into swing space on the 27 &amp; 28 of this month. Re-occupancy should be spring 2014.</li> <li>Parking Structure – moving along as planned. Approvals out of DSA, construction moving quickly. Occupancy should be sometime fall 2013.</li> <li>Locally Funded Projects – AA remodel on track.</li> </ul> </li> <li><b>FRAWG – Dean Kim Hoffmans/Ms. Erika Lizee</b> <ul style="list-style-type: none"> <li>No report.</li> </ul> </li> </ul>	
<b>5. ACTION</b> <ul style="list-style-type: none"> <li><b>Approve 12/13 Facilities Request Ranking Results handed out April 17, 2013</b> – The committee is not able to vote since there is no quorum. Iris will write a report and attach the Facility Requests ranking sheet that she will then send to the college President and Academic Senate President. She will inform them that because there was no quorum at end of year meeting she expects that the committee will affirm in the fall.</li> </ul>	
<b>6. REVIEW/DISCUSSION</b> <ul style="list-style-type: none"> <li>At our last meeting the committee discussed the possibility of combining Facilities-CAP/Technology-CAP. A joint meeting was held on the 5/1 and all in attendance agreed to move forward as a combined group. When our meetings resume in September Co-Chair Ingram said she would like to have at least 3 or 4 meetings combined to talk about the master plan and work on the priorities of the smart classrooms. There was some feedback from the 5/1 meeting that there was not enough information given regarding the smart classrooms to make a determination. Fiscal year 2014 we will bring the list of smart classroom requests to the deans council for their recommendation and then to vice presidents council. In the fall we will bring back to the FCAP/TCAP combined group and determine what is the best cross functional team to make the determination about smart classrooms. Possibly create a committee to go through and determine priority and then bring back to this committee. Important that the smart classroom priority list be a campus wide decision as to what building/classroom will be updated with smart classroom technology. Room utilization chart needed for committee to use in the process. Deans would be best for this.</li> <li>We will poll people on what your preference time is for the FCAP/TCAP combined meeting time. We will still have TRAWG and FRAWG committees. Master plan and smart classrooms overlap and the expertise overlaps.</li> </ul>	
<b>7. ADJOURNMENT – meeting adjourned at 1:52 p.m.</b>	

HANDOUTS	Meeting Calendar 12/13 3 <sup>rd</sup> Wednesday, 1 p.m., A-138
AGENDA   04/17/13 – MCShare, Webpage	2012   09/19, 10/17, 11/20, 12/19 CANCELLED
MEETING NOTES   005/15/13 – MCShare, Webpage	2013   01/16, 02/20 CANCELLED, 03/20, 04/17, 05/15

# 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"> <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> <p>Ed Code 53200(c):</p> <ul style="list-style-type: none"> <li>▸ processes for institutional budget development</li> </ul>	<p>Co-Chairs:</p> <p>Vice President, Business Services</p> <p>Faculty appointed by ASEC</p> <p>Members:</p> <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>