

**FACILITIES ADVISORY COMMITTEE
MEETING MINUTES**

**FEBRUARY 8, 2021
9:00AM – 11:00AM VIA ZOOM**

PRESENT: Andi Fejeran Sims, Director, Student Life
Erin Moore, Project Expert, Facilities Planning & Management (Notes)
Gary Nellesen, Executive Director, Facilities Planning & Management
Jennifer Galbraith, Dean, Business
Jennifer Hinostroza, Professor, Horticulture
Joe Carbajal, Technical Expert, Facilities Planning & Management
Kevin Owen, Director, Technical Services
Marc Ruh, Professor, Kinesiology & Athletics
Mark Fernandez, Web Specialist, IT
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management
Tania Anders, Professor, Geology and Oceanography and Sustainability Coordinator
Tom Mauch, Associate Vice President, Student Services
Valerie Menna, Student Representative
Yadira Santiago, Executive Assistant II, Administrative Services

ABSENT: Chris Schroeder, Director, Infrastructure and Data Security
Diondre McBride, Grounds and Horticulture Tech., Facilities Planning & Management

GUESTS: Bill Asher, Assistant Director, Facilities Planning & Management
Doug Jenson, Associate Vice President, Administrative Services
Ruben Avila, Special Project Manager, Facilities Planning & Management
Sheryl Sterry, Project Administrator, Facilities Planning & Management

SUMMARY OF DISCUSSION:

Accreditation Standard IIIB. Facilities Resources: *Plans and evaluates facilities to assure feasibility and effectiveness in supporting College programs and support services.* The following agenda items are noted as referencing **IIIB:**

- ITEM 3: COVID-19 RETURN TO CAMPUS SPACE PLANNING UPDATE
- ITEM 4: PLANNING/PROGRAMMING/CONCEPTUAL DESIGN PROJECTS
- ITEM 5: PARKING STRUCTURES – PROPOSED BUILDING NAMES AND SIGNAGE
- ITEM 6: CAPITAL OUTLAY PLANNING UPDATE
- ITEM 7: MEMORIAL PLAQUES
- ITEM 8: MAJOR CAPITAL PROJECTS
- ITEM 9: COMMUNITY WORKFORCE AGREEMENT

1. WELCOME AND INTRODUCTIONS

- A. Gary Nellesen welcomed and introduced:
- Sheryl Sterry, Project Administrator
 - Sheryl will be working in the Facilities Planning Office and be the Project Manager for the campuswide Wayfinding and Lighting Projects

Welcome and Introductions (continued)

- Erin Moore, Project Expert
 - Erin will assist Mika and the Facilities Planning Office as Joe Carbajal transitions into his new role overseeing the Project Labor Agreement

2. REVIEW OF PREVIOUS MEETING MINUTES

- A. Gary Nellesen reviewed the draft meeting notes from December 14, 2020.
- Clarifying questions were asked about proposed water bottle filling stations.
 - Mika explained that decisions of free-standing stations versus those with arms must be assessed on a case-by-case basis for accessibility, footprint, clearance, and code requirements.
 - Meeting minutes were approved.

3. COVID-19 RETURN TO CAMPUS SPACE PLANNING UPDATE (IIIB)

- A. Mika gave a brief overview of the latest updates from the Return to Campus Task Force meetings.
- The task force's current focus is the re-opening of more courses for the Spring 2021 Semester, which begins February 22, 2021.
 - Risk Management is planning to conduct first-day orientations for students to review transmission prevention protocols
 - Cal OSHA is now involved and they have the ability to shut the campus down if protocols are not being followed
 - Opening Buildings
 - Mika explained that for every new room or building opening at least three meetings are required; no one should be opening new rooms or buildings without going through this process (Meeting 1: Preliminary planning and tentative approval; Meeting 2: Walk-Through of the space; Meeting 3: Drill with faculty and staff)
 - It was agreed that we need to set up a central campus list of open classrooms and establish protocols for updating and maintaining it
 - Mika listed buildings and rooms set to open up and the programs planned in them
 - ❖ Building 78: Culinary Arts
 - ❖ Building 13: Radio and Photography Program
 - ❖ Lot H (and Building 12 restrooms): Aeronautics and Drone Photography
 - ❖ Building 2M: Band Room
 - ❖ Faculty recitals in recital hall
 - ❖ Building 40: EMT, Medical Assistant, Personal Care Aide, CPR, and Motorcycle Safety
 - ❖ Building 80: Farm, Animal Hospital, Tractor Class
 - ❖ Lot M: Fire Academy and Paramedics
 - ❖ Building 28B: Aeronautics and Mental Health
 - ❖ Athletics
- B. Mika will work with Public Safety, Risk Management, and IT to address parking, circulation, and campus map updates
- Traffic circulation will be complicated by the partial closing of Bonita for construction

4. PLANNING/PROGRAMMING/CONCEPTUAL DESIGN PROJECTS (IIIB)

- A. North Campus Precinct Study
- Study begins soon

- B. Campus Wayfinding and Signage Plan and Campus Lighting Plan and Guidelines
 - Sheryl gave a brief overview of the scope of these projects
 - The Committee advised that the Steering Committee for these projects should include students and representatives from Technical Services, Marketing, Facilities Planning and Management, the Public Art Advisory Council, Campus Safety, the Landscape Advisory Task Force, Student Services, Instruction, and Athletics
- C. Building 4 Secondary Effects Space Study
 - Beginning February 2021 with Architecture for Education (A4E)
- D. SCE and Instructional Village Programming and Conceptual Design
 - Kick-off meeting with users scheduled for March 5, 2021
 - Moore Ruble Yudell (MRY) running programming

5. PARKING STRUCTURES – PROPOSED BUILDING NAMES AND SIGNAGE (IIIB)

- A. Feedback from CMPCT
 - CMPCT wants to rename Lot R to the “Stadium Parking Structure”
 - FAC is concerned about the confusion this will cause outsiders looking for stadium parking
 - ❖ Gary assigned the Parking Structure Naming Task Force (Mika, Marc Ruh, Mark Fernandez, Kevin Owen, and Doug Jenson) to reconvene on this matter and report back to FAC next month
 - Mt SAC logo is showing up on a lot of buildings
 - The Committee is concerned with potential future branding changes
 - Discussion was held on limitations on the logo’s usage or the alternative of constructing signage so that the logo can be replaced if the branding changes

6. CAPITAL OUTLAY PLANNING UPDATE (IIIB)

- A. Building 6 Reconstruction Final Project Proposal (FPP)
 - MRY running the project with Learning Resources consultant Will Baty
 - User group kick-off to be held February 17, 2021
- B. Gary will recommend to CMPCT the preparation of an IPP for Student Services North

7. MEMORIAL PLAQUES (IIIB)

- A. Policy and Map
 - As of now, there is no coordinated effort to record and track the placement of memorials on campus, leading to them being improperly cared for or lost
 - FAC recommends initiating a coordinated tracking program and updated map of their locations
 - Gary to discuss with Morris and Dr. Scroggins

8. MAJOR CAPITAL PROJECTS (IIIB)

- A. Physical Education Project Phase 2 (Gymnasium, Wellness, Aquatics + Heritage Hall) + South Bonita Drive Pedestrian Bridge
 - Phase 2 is ongoing
 - Surrounding area will be closed to put in underground utilities
 - Contracts have been awarded
- B. Parking Structure S + West Temple Avenue Pedestrian Bridge
 - Concrete is being poured on the top deck, getting ready to anchor the pedestrian bridges
 - Accessible parking expected by the fall
 - Full usage of the pedestrian bridge is not expected for Fall 2021
 - Shuttle buses to temporarily channel pedestrians proposed by FAC

- C. Student Center + Central Campus Infrastructure
 - Work is 80% complete
 - Board of Trustees approved amendments to the contracts which have accelerated the process to take advantage of the absence of students on campus
 - No floors yet in Student Center; interior design is being defined right now
- D. Beach Volleyball Courts
 - 50% design set completed
 - Aim to get it to DSA by the end of Spring 2021 semester
 - Will be under construction after Lot S is functional
- E. Campus Store + Instruction Offices
 - Presented to CMPCT in January
 - Submittal expected in May
 - Long term agreements with Barnes & Noble and Starbucks in progress
- F. Technology and Health Building
 - Project accelerated at the request of the State
 - Cost estimate and CEQA compliance to be sent to the State by May
 - Construction to begin late 2022 or early 2023

9. COMMUNITY WORKFORCE AGREEMENT (IIIB)

- A. Facilities Planning and Management (Gary Nellesen, Valerie Arenas Rey, and Joe Carbajal) and Purchasing (Teresa Patterson) has completed their initial review of the document and their corresponding deliverables.
 - These individuals have reviewed with Mt. SAC legal counsel
 - The STEM Center will go to bid under this agreement and is set to begin construction in Spring 2021

FUTURE MEETINGS: Monday, April 12, 2021, 9:00 a.m. - 11:00 a.m.
Monday, May 10, 2021, 9:00 a.m. - 11:00 a.m.
Monday, June 14, 2021, 9:00 a.m. - 11:00 a.m.