

**FACILITIES ADVISORY COMMITTEE  
MEETING MINUTES**

**SEPTEMBER 13, 2021  
9:00AM – 11:00AM VIA ZOOM**

**PRESENT:** Andi Fejeran Sims, Director, Student Life  
Cathy Hayward, Project Expert, Facilities Planning & Management  
Gary Nellesen, Executive Director, Facilities Planning & Management  
Jennifer Hinostroza, Professor, Horticulture  
Kevin Owen, Director, Technical Services  
Malia Flood, Dean, Access and Wellness  
Marc Ruh, Professor, Kinesiology & Athletics  
Sam Agdasi, Dean, Technology and Health  
Tania Anders, Professor, Geology and Oceanography and Sustainability  
Coordinator  
Tom Mauch, Associate Vice President, Student Services  
Rebecca Contreras, 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  
Mark Fernandez, Web Specialist, IT  
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management

**GUESTS:** Ammar Sarsam, HPI Architecture  
Daphne Robinson, HPI Architecture  
Eileen Thomas, StudioK1  
Jeremy Windle, StudioK1  
John Gaston, Special Projects Director, 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 2: RETURN TO CAMPUS UPDATE
- ITEM 3: REQUESTS FOR PROPOSALS
- ITEM 4: SMALL PROJECTS UPDATE
- ITEM 5: PURPOSE AND FUNCTION STATEMENT REVIEW
- ITEM 6: COMMITTEE GOALS AND PROGRESS REPORT
- ITEM 7: CAMPUS EXTERIOR LIGHTING PLAN

## 1. REVIEW OF PREVIOUS MEETING MINUTES

- A. Approval of the meeting minutes from June 14, 2021 was deferred until the next meeting to be held on October 11, 2021.

## 2. RETURN TO CAMPUS UPDATE (IIIB)

- A. Gary Nellesen gave an update on wayfinding and logistics
- The demand for parking has been much lower than was anticipated.
  - Parking updates to be shared at the beginning of each semester with FAC
  - Construction sites were prepared for campus opening
  - EVCS (electric vehicle charging stations) are popular among students and staff
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  - Temporary construction signage was installed and helpful to students

## 3. REQUESTS FOR PROPOSALS (IIIB)

- A. Sheryl Sterry gave an update on the RFP #3406 Campus Wayfinding + Signage Plan (WSP)
- Proposals due October 06, 2021
  - Interviews to be held October 27 + 28, 2021
  - Recommended Firm will go to the Board of Trustees in November for final approval
  - WSP Steering Committee is being formed with campuswide representatives to begin kick-off in early 2022

## 4. SMALL PROJECTS UPDATE (IIIB)

- A. John Gaston gave an update on current mitigation measures and various habitat restoration projects
- Snow Creek mitigation measures are complete
  - California Black Walnut mitigation is complete on Reservoir Hill
  - Habitat restoration on the West Parcel is in process
    - Construction is scheduled to begin in January
    - A brochure has been created and will be distributed to the neighboring community
- B. John Gaston also gave an update on scheduled maintenance projects
- Over 200 requests have been received so far for maintenance updates and equipment replacement
  - John Gaston is currently preparing the list for submittal to the State (Chancellor's Office) in October
  - Gary Nellesen clarified that requests from Instruction Divisions and Departments are limited to instructional equipment only (Group 2 – moveable equipment) at this time
    - Sam Agdasi will work with the Deans to ensure that efforts and requests are not duplicated

## 5. PURPOSE AND FUNCTION STATEMENT REVIEW (IIIB)

- A. Due November 02, 2021
- The current Purpose and Function Statements were reviewed
  - Discussion will continue at the next scheduled meeting in October

**6. COMMITTEE GOALS AND PROGRESS REPORT (IIIB)**

## A. Due November 02, 2021

- Current goals were shared and discussed
- New goals will be proposed and approved for PAC submission at the next scheduled meeting in October.

**7. CAMPUS EXTERIOR LIGHTING PLAN (IIIB)**

## A. Sheryl Sterry (Mt. SAC), Ammar Sarsam (HPI Architecture), and Eileen Thomas (Studio K1 Lighting) presented a progress update on the Campus Exterior Lighting Plan

- Gary Nellesen gave a brief overview of the project scope
- Sheryl Sterry explained that this is a two-phase project
- Phase one is currently in progress with Phase two expected to begin early 2022 in conjunction with the EFMP Update and Wayfinding and Signage Project.

**FUTURE MEETINGS:** Monday, October 11, 2021, 9:00 a.m. - 11:00 a.m.  
Monday, November 08, 2021, 9:00 a.m. - 11:00 a.m.  
Monday, December 13, 2021, 9:00 a.m. - 11:00 a.m.