

**FACILITIES ADVISORY COMMITTEE  
February 12, 2024**

- PRESENT** Danielle Silva, Student Representative  
Jennifer Hinostrroza, Professor, Horticulture  
Joe Vasquez, Academic Network Administrator, IT  
Kevin Owen, Director, Technical Services  
Megan Moscol, Senior Facilities Planner, Facilities Planning & Management  
Pat Escalera, Manager, Grounds, Facilities Planning & Management  
Tom Mauch, Associate Vice President, Student Services  
Yadira Santiago, Executive Assistant II, President's Office
- ABSENT** Chris Schroeder, Director, Infrastructure and Data Security  
Eera Babtiwale, Special Project Director, Sustainability  
Gary Nellesen, Executive Director, Facilities Planning & Management  
Jean Metter, Professor, Nutrition  
Joe Jennum, Dean, Kinesiology and Athletics  
Tania Anders, Professor, Geology and Oceanography, Faculty Sustainability Coordinator
- GUESTS** Cathy Hayward, Administrative Specialist III, Facilities Planning & Management

**SUMMARY OF DISCUSSION**

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

- ITEM 1: REVIEW OF PREVIOUS MEETING MINUTES
  - ITEM 2: COMMITTEE GOALS AND PROGRESS REPORT
  - ITEM 3: PURPOSE AND FUNCTION STATEMENT
  - ITEM 4: PLANNING/PROGRAMMING
  - ITEM 5: SUSTAINABILITY UPDATE
  - ITEM 6: MAJOR CAPITAL PROJECTS UPDATE
  - ITEM 7: MINOR CAPITAL PROJECTS UPDATE
1. **REVIEW OF PREVIOUS MEETING MINUTES (IIIB)**
    - a. The meeting minutes from December 11, 2023, will be reviewed at the February 2024 meeting.
  2. **COMMITTEE GOALS AND PROGRESS REPORT (IIIB)**
    - a. Cathy Hayward reported that PAC approved the committee's proposed goals for the 2023-24 year as they were submitted, with no suggestions or corrections.

### **3. PURPOSE AND FUNCTION STATEMENT (IIIB)**

- a. Cathy Hayward presented PAC's suggested changes to the list of members on the Purpose and Function Statement:
  - i. Increase the number of members from 15 to 18.
  - ii. Add an additional Faculty member to be appointed by the Faculty Association (2024-27)
  - iii. Add an additional Classified member to be appointed by CSEA 262 (2024-27)
  - iv. Add an additional student representative to be appointed by the Associated Students (2024-27)
- b. The committee reviewed these changes and will resubmit the Purpose and Function Statement member list to PAC for review:
  - i. Increase the number of members from 15 to 17.
  - ii. Change the two Faculty members from both being appointed by the Academic Senate to one appointed by the Faculty Association and one by the Academic Senate
  - iii. Add a Manager from Maintenance and Operations to be appointed by the Executive Director of Facilities, Planning, and Management (2024-27)
  - iv. Add an additional student representative to be appointed by the Associated Students (2023-24)
- b. These recommendations will be submitted to PAC for their review.

### **4. PLANNING/PROGRAMMING (IIIB)**

- c. Megan Moscol gave updates on the following Planning/Programming projects:
  - i. The Wayfinding and Signage Project Steering Committee met in January to review signage mockups. They are currently reviewing Signage standards.
  - ii. The Building Renumbering Effort is underway and the impact on campus operations is being evaluated. Pilot locations are also being evaluated and may begin in Winter 2025.
  - iii. The 5 Year Capital Outlay plan is submitted to the Chancellor's office annually and the 2024 plan is kicking off this week. No major changes are expected.
  - iv. A \$50,000 starting contract is being issued to consultants, Steinberg Hart, for The Education and Facilities Master Plan (EFMP). The final completed contract is expected to go to the March Board of Trustees meeting for approval. The consultants are reviewing existing strategic plans and have begun working on data collection and analysis and plan to present their findings in the Fall.

### **5. SUSTAINABILITY UPDATE (IIIB)**

- a. Megan Moscol gave brief updates on the following:
  - i. The plan for EV Charging stations to be added to Lot A will include an accessibility package and is planned to move forward with Southern California Edison (SCE). It is expected to go to the Board of Trustees for approval in March or April.
  - ii. Consultants, Anser Advisory, are wrapping up the Solar Feasibility Study. The report of their findings is expected to be available by Fall 2024.
  - iii. The Climate Action Plan is expected to finish in May.
  - iv. The Decarbonization Plan is still underway.

### **6. MAJOR CAPITAL PROJECTS UPDATE (IIIB)**

- a. Megan Moscol shared an invitation to the Ribbon Cutting for the Sand Volleyball and Lot W Improvements Project with the committee.
- b. All other updates were tabled for the March meeting.

### **7. MINOR CAPITAL PROJECTS UPDATE (IIIB)**

- c. This item was tabled for the March meeting.

**FUTURE MEETINGS:** Monday, March 11, 2024  
Monday, April 8, 2024  
Monday, May 13, 2024