



## MERRITT COLLEGE

### Minutes of the College Facilities Committee Meeting

November 05, 2013, 3:00 p.m., Q218

**Attendees:** Brock Drazen, Bill Love, Molly Sealund, Avery Stancill-ASMC Representative, Tim Brice

**Absent:** Patricia Rom, Dr. Detlie Del Rosario

**Guests:**

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
	Meeting called to order at...3:26pm	
1. Agenda Approval	Agenda approved by committee  Review committee members. 3. Faculty: Bill Love, Hank Fabian, and Brock Drazen. 1. Administrator: Dr. Del Rosario. 2. Classified employees: Molly and Tim. 2. Student representatives: Quintilla, and TBD. 1. Sub Committee Representative: (L Building Committee). 1. IT Coordinator: Patricia Rom or Tony 1. ADA Coordinator: Ron Nelson or representative from DSPS.  Amend By-Laws to include the IT coordinator as an ex-official.	
2. Approval of (Date) Minutes	Yes-Approved and revised by committee	
3. Post Projects Construction Clean Up Issues		

<p><b>4. Propose Projects based on campus energy efficiency needs-Prop 36 and CCC/IOU Rebates</b></p>	<ul style="list-style-type: none"> <li>• Suggest to a building monitor a recommendation for mdx for each building to monitor themselves. This will be for the building that uses the most light.</li> <li>• Buildings will need computers installed. This will automatically happen to the new Allied Health building.</li> <li>• Gym will need to be monitored.</li> <li>• From Prop 39 for retrofit.</li> <li>• Additional funding. No appointment has been made.</li> <li>• Choose one building for example, A building which uses a lot of light. First list the buildings that need to be redone.</li> <li>• Ranking of buildings that need to be redone:             <ol style="list-style-type: none"> <li>1.) A Building</li> <li>2.) P Building</li> <li>3.) R Building</li> </ol> </li> <li>• D building will later be rented.</li> <li>• Fitness Center has been done, but building has not had a universal retrofit. The biggest room there has new heating system. Fitness Center was done from scratch.</li> <li>• Concern for A building fitness center is causing too much energy, which might be cut down.</li> </ul>	
<p><b>5. Status Update on solar panel project savings</b></p>	<ul style="list-style-type: none"> <li>• More solar panels? Underwritten.</li> <li>• Winter bines are too big.</li> </ul>	

<b>6. ADA access issues in current campus construction environment</b>	<ul style="list-style-type: none"> <li>• ADA received an email from Ron Nelson regarding more handicapped parking into the back of E or F parking lot. There are 6 handy parking spaces, not a handicapped parking.</li> <li>• Handicapped parking must be accessible.</li> <li>• Ron Nelson's request to have the ADA campus wide access re-evaluated. This was approved the committee, and was sent to the President.</li> <li>• There are not many handicapped students with wheel chairs. However if there were, the college would be facing serious health and safety issues.</li> <li>• Motion from Dr. Love: Approve and send Ron Nelson's suggestion to the President and Greg Valentine for consideration. This way the President can take it to the district cabinet.</li> </ul>	<p>1.) Ask Ron Nelson about handy capped parking lot.</p> <p>2.) Send Ron Nelson's initial memo and suggestion to the President and Greg Valentine to present to the District cabinet.</p>
<b>7. Status update on emergency repairs and permanent budget line for regular facilities maintenance</b>	<ul style="list-style-type: none"> <li>• Sidewalk complaint between D, F, and E needs to be patched up, and not re-done. However, there is no tripping hazard. There is flat ground in this sidewalk.</li> <li>• Stairs between L and Q building are still closed.</li> </ul>	<p>1.) Speak to Gary Banks about stair case.</p>
<b>8. 6. Reports: Update on Construction Projects:</b> <ul style="list-style-type: none"> <li>a) Science &amp; Allied Health</li> <li>b) Library Update</li> <li>c) Chilled Water project</li> <li>d) Track Update</li> <li>e) Infrastructure Report</li> </ul>	<ul style="list-style-type: none"> <li>• When will library project be completed, and what has been done so far?</li> <li>• Air quality issues were finished once, the chiller was a problem and air issues came up.</li> <li>• Natural flow of air was an issue. Too hot when temperature was hot. Too cold when temperature was cold.</li> <li>• Chilled water project-Gary Banks</li> <li>• President would like for parking lot B to be re-done.</li> </ul>	<p>1.) Call Gary Banks and someone from the L building committee for next facilities committee meeting.</p> <p>2.) College President needs to be invited to next meeting.</p>

<b>9. Facilities Master Plan 2015</b>	<ul style="list-style-type: none"> <li>• Committee must come up with a master plan, and must know how the campus will schedule the fusion work for the facilities master plan 2015.</li> <li>• Release time. How is this going to be paid for, because it requires someone to be hired or pay someone that needs to do the typing.</li> <li>• Chair/ Co-chair needs access for fusion project. No volunteers to take this on.</li> </ul>	
<b>10. Computer refresh status update</b>	<ul style="list-style-type: none"> <li>• Patricia Rom will be invited to the next meeting.</li> <li>• Measure A: Each vendor needed their own MAC only for faculty.</li> </ul>	
<b>11. New/Old Business</b>	<ul style="list-style-type: none"> <li>• Health and safety: Put up signs for people that bring dogs on campus, and do not clean up their mess.</li> <li>• There should be a stop sign going both ways if people are going to park at B lot. Student body President was hit by a truck near parking lot B.</li> <li>• Students should write letters in regards to the speed limit and stop signs, to send to the city council.</li> </ul>	<p>1.) Molly will speak to Greg Valentine in regards to a speeding issue and speed limit signs. She will mention implanting a stop sign at parking lot B.</p>
<b>12. Adjourn</b>	Meeting adjourned at... 4:05pm	

Initials of note taker M.P. / November 05, 2013