



Facilities Advisory Committee (FAC)
Meeting Minutes – November 9, 2022 9:00 a.m.
Via Zoom

I. Welcome & Confirmation of Quorum

Farrah Farzaneh called the meeting to order at 9:05.

Guests in attendance:

II. Approval of Minutes

Yash Patel made a motion to approve the minutes from the meetings dated April 13, 2022, May 11, 2022, September 14, 2022, & October 12, 2022.

Mike Strong seconded the motion.

Tatiana Vasquez and Peter Gend abstained from the minutes from April, May, and September.

All other members in attendance voted yes.

III. Current Topics

A. Sustainability Plan

Yash went through the timeline regarding the Sustainability plan, see attached. The timeline also included that the FAC will vote on the plan in January, be brought to the Chancellor's Council in February, and go for Board of Trustee approval in March. Please bring this information back to your group and ask Yash for any additional feedback. In January we will vote on the goals and key initiatives.

An Excel spreadsheet will be distributed which is a summary of the plan for the committee to review. It also shows how feedback has been incorporated.

Farrah shared that our campus and district are leading sustainability efforts. We have the CA state architect, and five members of DSA are coming to Crafton Hills College to tour our LEED buildings.

Tatiana has a concern regarding the timeline. In December things are very busy with the Senate and she doesn't know if she can bring it to her committee in that timeline. The Academic Senate does not meet in January. Yash agreed push the approval timeline back one month. He also reminded the committee that we did the first read in February 2022.

Farrah shared that this plan needs to work for all of us and we need this direction when we are working on your buildings.

Yash shared feedback that he received, how do we make sure that these goals and initiatives are met? Once the board has adopted this, we will bring it back to the FAC to

assign a responsible party, group, or volunteers who are willing to help ensure that we are meeting all our goals.

B. Fencing Discussion

Through the virtual suggestion form, there was a request for an update regarding the fencing that will surround KVCR. Abel shared that the project will be going out in December, bids will be due in January 2023 and construction will begin in the Summer of 2023. This fencing includes KVCR, but it will be done throughout the entire campus. The current chain link fence around KVCR will be replaced with decorative fencing.

Cheryl from KVCR asked about the perimeter fencing and asked if it will be cut off by the tower. It will duplicate the footprint of the current fencing. We will also add fencing on the outside of the softball field.

Blake Bonnet asked about K street fencing. Tenille confirmed that the K street fencing that is damaged will be replaced.

Comment from Tatiana, can we make sure that the plantings that are added are in consultation with groundskeepers? They already have so much work to do for the existing upkeep of our Valley grounds. Tenille confirmed that maintenance and the grounds team have provided feedback and impact. Abel confirmed Kevin and Bob have engaged the CSEA members who are responsible for groundskeeping.

Dave Stevenson shared that he reached out to the lead groundskeeper, and he confirmed that has been no discussion with this team. Bob confirmed that Ron was involved in choosing the vine that will be put on the fence. Tenille asked that Bob send a clarifying email and copy Dave.

C. Transportation Survey

Yash shared that one request we received from SBVC Safety Committee was to have a survey to assess how students are commuting and how that ties back to the Sustainability Plan. There is currently no timeline for when this survey will be deployed, as it needs to be fully vetted by the Campus leadership. One of the requests of this survey was to help determine when our student population expects to transfer over to Electric Vehicles and determine the needs of our students.

Mike Strong asked how the survey will be sent out. Mike suggested that both campuses be asked the same questions and Mike and Tenille agreed that their research departments can send out the survey.

IV. Future Topics

Farrah started a conversation regarding future topics. She asked if there are topics that the committee would like to discuss, either by sharing verbally or utilizing the virtual suggestion form. She also requested for suggestions on how we can improve our meetings. Farrah shared that there is a lot of work going on behind the scenes that are not visible until buildings are Constructed.

Mike Strong shared that he thought we are doing a good job. His suggestion was to bring items to the committee with less presentation. If we had less presentation and more time for discussion that would be good. Dave agrees with that.

Dave shared that as a CSEA member, he gets told what is happening, and not brought into the discussion. At times a decision can be made without including everyone. Dave mentioned each member represents a constituency group and they can help to ensure that there is good communication. He requested that communication be had before decisions are made.

Farrah shared that Community Colleges are changing from Design Big Build to Design Build – lots of collaboration and communication with faculty and staff during programming and pre-design.

Dave shared that we need to find a way to get feedback from all of the end users. Dave said he thinks that we need to use this platform to figure out the best way for communication to from the top down. He shared that we want to do better, and Farrah agreed we can do better.

Farrah requested each of the members to communicate this message to their group, she emphasized the importance of early engagement is key. She explained about the understand the challenges that the construction and design team goes through to meet your needs. Last minute changes cause significant budget impacts and impacting not only that particular project; but also, the upcoming projects. Be deliberate and thoughtful when providing feedback, provide your feedback and through all at once at the early design phase. As any changes there after results in significant cost, that means some other project will be impacted due to the last minute changes we made with this project.

Tatiana agreed with everything that has been said by Mike and Dave. She said she knows that we all have good intentions but that doesn't mean that we have the best plan. We need to look at what is working and how we improve processes. We have lines of communication, and communication trickles down, but it only trickles down. She shared that there have been a lot of flaws. We need to come up with solid and stable lines of communication. It is difficult to change the design or plan once it has been approved.

Charge for FAC – sharing information regarding planning, design, and construction. When is input given, and what is the timeline? As users, how are we reviewing recommendations, is there a rubric, is it valid?

Tenille wanted to reiterate, the tentative schedule before each project begins. She would like to know when input from the campus is needed. Tenille shared that she has been with the district since 2015 but she has only been in this position since March. She would like to have more information to share. Making sure that the right people are involved at the right time.

Tatiana suggested at the next meeting we should share each project that shows what stage we are in. The clearer the path of timelines is the better. Where can input be provided, and how many times can I share input? Farrah suggested an updated SBVC construction schedule be shared at their weekly meeting for Tenille to review. She also suggested to share a district construction schedule at the next FAC meeting for the committee to review and understand the timeline. With these timelines we can discuss where input is needed and who will be providing that input from each group.

V. Adjournment

Farrah adjourned the meeting at 10:03 am.

The next meeting will be on December 14th at 9:00 am.



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QUORUM: Definition of Quorum is established by Chancellor’s Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

- yes** 1) 50% + one of appointed voting members (not 50% of members plus vacancies).
- yes** 2) One faculty member from each campus
- yes** 3) Two persons from each site (CHC, SBVC, DSO)
- yes** 4) Three of four constituent groups represented (faculty, classified, student, management)

1	Director Facilities Planning, Emergency Management & Construction, Chair	Farrah Farzaneh	DSO	MAN	1	<i>Present</i>
2	Associate Director of Energy, Sustainability & Safety Administration, Co-Chair	Yash Patel	DSO	MAN	1	<i>Present</i>
3	VP, Admin Services, CHC	Mike Strong	CHC	MAN	1	<i>Present</i>
4	VP, Admin Services, SBVC	Tenille Norris	SBVC	MAN	1	<i>Present</i>
5	Facilities Director	Larry Cook	CHC	MAN	1	<i>Absent</i>
6	Facilities Director	Bob Jenkins	SBVC	MAN	1	<i>Present</i>
7	Associate Director, Bond Program Planning & Construction	Abel Favela	DSO	MAN	1	<i>Present</i>
8	Environmental, Health & Safety Administrator	Melissa Nano	DSO	MAN	1	<i>Present</i>
9	Facilities Project Manager	Hassan Mirza	DSO	MAN	1	<i>Present</i>
10	Emergency Manager	Vacant	DSO	MAN	0	
11	Faculty, CHC (1 of 2) (appointed by Academic Senate President)	Peter Gend	CHC	FAC	1	<i>Present</i>
12	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Vacant	CHC	FAC	0	
13	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Jennifer Bjerke	SBVC	FAC	1	<i>Absent</i>
14	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Tatiana Vasquez	SBVC	FAC	1	<i>Present</i>
15	Classified, CHC (appointed by Classified Senate President)	Christina Sweeting	CHC	CLA	1	<i>Absent</i>
16	Classified, SBVC (appointed by Classified Senate President)	Sarah Yearyearn	SBVC	CLA	1	<i>Present</i>
17	ASG President or designee, CHC	Dakota Erwin (Nelva Ruiz-Martinez)	CHC	STU	1	<i>Present</i>
18	ASG President or designee, SBVC	Chassady Arias	SBVC	STU	1	<i>Absent</i>
19	Black Faculty & Staff Association	Vacant			0	
20	Latino Faculty, Staff, & Administrators Association	Mary Valdemar (Ernest Guillen)	SBVC	FAC	1	<i>Absent</i>
21	CTA (appointed by CTA)	Alicia Hallex	SBVC	FAC	1	<i>Absent</i>
22	CSEA Representative (appointed by CSEA)	Dave Stevenson	CHC	CLA	1	<i>Present</i>
23	Classified, DSO (appointed by CSEA)	Vacant		CLA	0	
24	Confidential Group	Stacey Nikac	DSO	CON	1	<i>Absent</i>
25	Police Officer’s Association	Blake Bonnet	DSO	MAN	1	<i>Present</i>
26	TESS Representative	Roger Robles	DSO	MAN	1	<i>Present</i>
27	KVCR Representative	Cheryl Alexander	DSO	MAN	1	<i>Present</i>
28	EDCT Representative	Tim Vasquez	DSO	MAN	1	<i>Present</i>
29	Print Shop Representative	Deborah Castro	CHC	CLA	1	<i>Present</i>
30	Asian Pacific Islanders Association	Souts Xayaphanthong	CHC	MAN	1	<i>Present</i>

Facilities Advisory Committee (FAC) Meeting

Via Zoom: <https://cccconfer.zoom.us/j/94289042512>

Or Dial-In: 669-900-6833 Meeting ID: 942 8904 2512

November 12, 2022

Call to Order....

- **QUORUM:** Definition of Quorum is established by Chancellor's Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.
 - ❑ 50% + one of appointed* voting members
 - ❑ Two persons from each site (CHC, SBVC, DSO)
 - ❑ At least one faculty member from CHC
 - ❑ At least one faculty member from SBVC
 - ❑ Three of four constituent groups represented (faculty, classified, student, management)

**50% +1 will be calculated using 50% of total appointed members (not 50% of appointed members plus vacancies).*

❖ Please appoint a proxy to represent you if you are not able to attend this meeting.

Vote to Approve Minutes for April 13th, May 11th, Sept. 14th, & Oct. 12th Meeting



**Meeting
Minutes**



Sustainability Plan





Transportation Survey





Fencing Discussion



Thank You

- Next Meeting is December 14, 2022

November 9, 2022