



Facilities Advisory Committee (FAC)
Meeting Minutes – March 8, 2023, 9:00 a.m.
Via Zoom

I. Welcome & Confirmation of Quorum

Farrah Farzaneh called the meeting to order at 9:02 am

Guests in attendance: Ynez Canela, Gina (Student SBVC), Shadow (Student), Jose Velasco (Student SBVC), Ashley Smith, Maria Velasquez

II. Approval of Minutes

Mike Strong made a motion to approve the minutes from December 14, 2022.

Melissa Nano seconded the motion.

No discussion. Tenille Norris and Natalie Lopez abstained. All other members in attendance voted to approve.

III. Current Topics

A. Update on Sustainability Forums

The CHC Sustainability Forum has been scheduled for March 30th from 12:00 pm to 1:00 pm. A date for the SBVC Sustainability Forum is being confirmed with Tenille.

B. User Group Establishment Process

Mike Strong shared the process for establishing Campus User Groups for Construction Projects (see attached). Contractually, bargaining units are responsible for selecting and appointing members to these groups to ensure the right people are included in the project design.

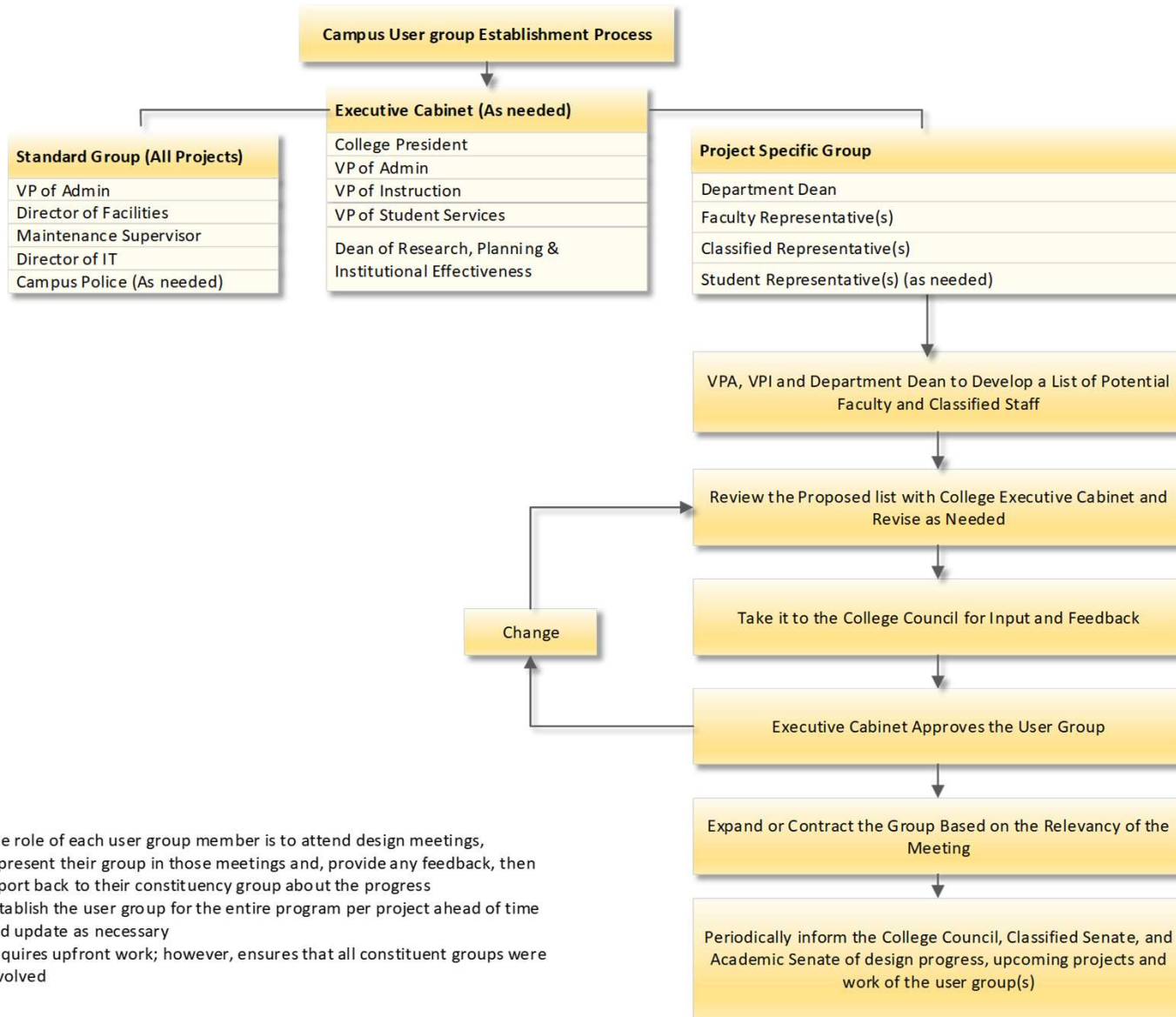
The group revisited the timeline for user group involvement and emphasized the importance of providing feedback during the Programming/Criteria Document Development (Phase 1) or Schematic Design/Programming Validation by Design Builder (Phase 2) stages to maintain efficiency and avoid adding time and cost to the project during the Design Development Phase (Phase 3).

Shadow, an SBVC student, inquired about involving contractors with knowledge of Native species in landscaping discussions. Mike Strong noted that local contractors with this knowledge are considered, along with campus guidelines, criteria, and budget parameters. Farrah encouraged everyone to complete the survey that was sent out via email to provide feedback and ideas on SBVC landscaping projects.

Shadow also asked about the use of solar panels at SBVC, and Farrah indicated that this would be considered in future projects.

IV. Adjournment

Farrah adjourned the meeting at 9:53 am. The next Meeting will be on April 12th at 9:00 am.



Note:

- The role of each user group member is to attend design meetings, represent their group in those meetings and, provide any feedback, then report back to their constituency group about the progress
- Establish the user group for the entire program per project ahead of time and update as necessary
- Requires upfront work; however, ensures that all constituent groups were involved



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QUORUM: Chancellor’s Council establishes Definition of Quorum. 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.

<u>yes</u>	1) Fifty percent + one of appointed voting members (not 50% of members plus vacancies).					
<u>yes</u>	2) One faculty member from each campus					
<u>yes</u>	3) Two persons from each site (CHC, SBVC, DSO)					
<u>yes</u>	4) Three of four constituent groups represented (faculty, classified, student, management)					
	Representation	Member Name or Vacant	Site	Rep	Vacant?	
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>Absent</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>Present</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	Measure CC Campus Project Manager	Tony Cong	DSO	MAN	1	<i>Present</i>
9	Environmental, Health & Safety Administrator	Melissa Nano	DSO	MAN	1	<i>Present</i>
10	Facilities Project Manager	Hassan Mirza	DSO	MAN	1	<i>Present</i>
11	Emergency Manager	Vacant	DSO	MAN	0	
12	Faculty, CHC (1 of 2) (appointed by Academic Senate President)	Peter Gend	CHC	FAC	1	<i>Present</i>
13	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Natalie Lopez	CHC	FAC	1	<i>Present</i>
14	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Jennifer Bjerke	SBVC	FAC	1	<i>Absent</i>
15	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Tatiana Vasquez	SBVC	FAC	1	<i>Absent</i>
16	Classified, CHC (appointed by Classified Senate President)	Christina Sweeting	CHC	CLA	1	<i>Present</i>
17	Classified, SBVC (appointed by Classified Senate President)	Sarah Year year	SBVC	CLA	1	<i>Present</i>
18	ASG President or designee, CHC	Dakota Erwin (Nelva Ruiz-Martinez)	CHC	STU	1	<i>Absent</i>
19	ASG President or designee, SBVC	Chassady Arias	SBVC	STU	1	<i>Absent</i>
20	Black Faculty & Staff Association	Denise Knight			0	
21	Latino Faculty, Staff, & Administrators Association	Mary Valdemar (Ernest Guillen)	SBVC	FAC	1	<i>Present</i>
22	CTA (appointed by CTA)	Alicia Hallux	SBVC	FAC	1	<i>Absent</i>
23	CSEA Representative (appointed by CSEA)	Dave Stevenson	CHC	CLA	1	<i>Present</i>
24	Classified, DSO (appointed by CSEA)	Corrina Baber		CLA	0	<i>Absent</i>
25	Confidential Group	Stacey Nikac	DSO	CON	1	<i>Absent</i>
26	Police Officer’s Association	Blake Bonnet	DSO	MAN	1	<i>Absent</i>
27	TESS Representative	Roger Robles	DSO	MAN	1	<i>Absent</i>
28	KVCR Representative	Cheryl Alexander	DSO	MAN	1	<i>Absent</i>
29	EDCT Representative	Tim Vasquez	DSO	MAN	1	<i>Present</i>
30	Print Shop Representative	Deborah Castro	CHC	CLA	1	<i>Present</i>
31	Asian Pacific Islanders Association	Scouts 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

February 8, 2023

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).*

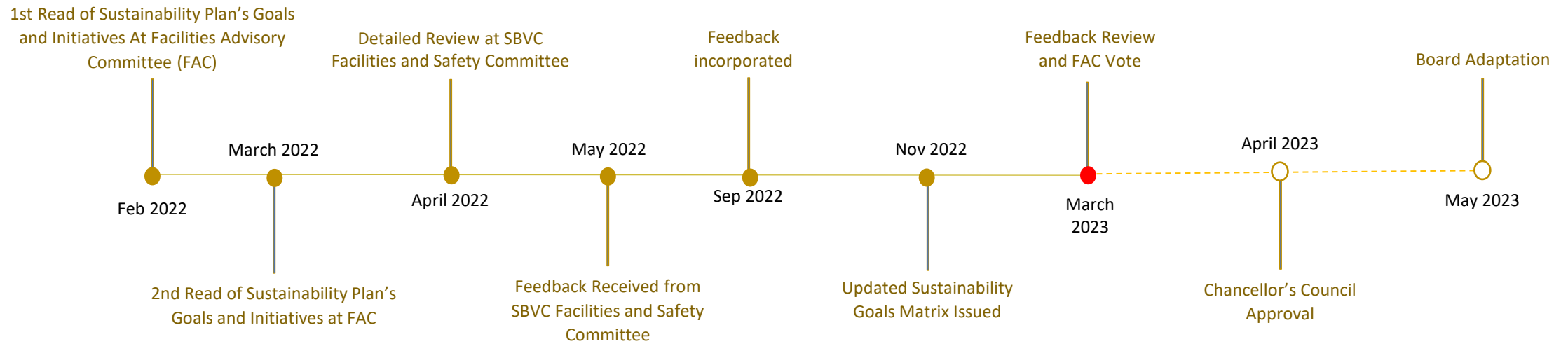
❖ Please appoint a proxy to represent you if you are not able to attend this meeting.

Vote to Approve Minutes for Dec. 12th Meeting



Meeting
Minutes

Sustainability Plan Review Timeline

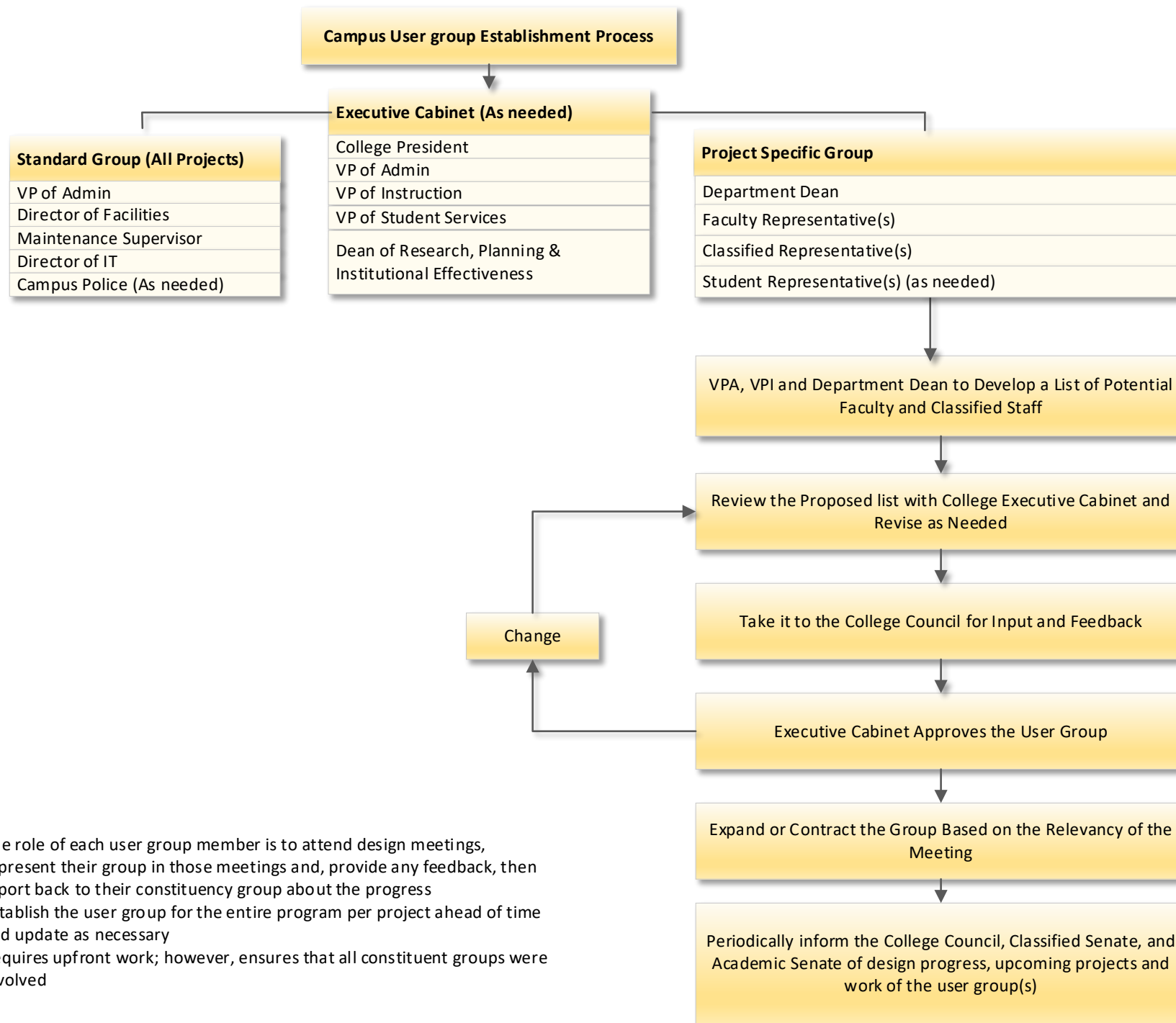




Recommendation to Approve the District-wide Sustainability Goals and Initiatives



User Group Establishment Process for Construction Projects



Note:

- The role of each user group member is to attend design meetings, represent their group in those meetings and, provide any feedback, then report back to their constituency group about the progress
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Thank You

- Next Meeting is March 8, 2023

February 8, 2023