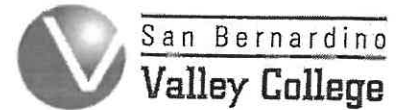


# SBVC Facilities & Safety Minutes

12-02-13  
3:00 - 4:30 pm



**Members:**

Scott Stark	X	Janet Johnson		Julie Sanchez	X
Mark Ikeda	X	Marianne Klingstrand	X	Chris Tamayo	X
Whitney Fields		Gloria Kracher			
Parra Memo		Carolyn Lindsey			
Elaine Akers		Marie Mestas			
Marcia Alfano-Wyatt		Reggie Metu		<i>Karol Pasillas</i>	X
Carolyn Allen-Roper		Sarah Miller			
Susan Bangasser	X	Zadock Reid			
Jeffrey Demsky		Lito Reyes			

**Topic:**                      **Discussion:**

**Review Minutes**      Approved 11/22/13 Minutes.

**Comments**                      Scott will work on getting a general contractor set up for emergency repairs. Committee grouped together Project Prioritizations due to thinking the projects that cost less can be completed first and then move to higher cost projects. If a project is too high to fund - move to next ranked projects.

Two AED Machines were installed in the Business Building. One in Business Building Conference Center and the other one are located between the 1<sup>st</sup> and 2<sup>nd</sup> floor on the stairwell.

Reviewed Facility and Safety Committee Charge and Membership. Suggested to add prioritization of Program Review Facility needs, ID facility projects campus wide and address urgent and emerging and practical safety issues to the charge. Suggested that the membership should be comprised of the Vice President of Administrative Services, Director of Maintenance and Operations, District Police Supervisor or Designee, DSPS representative, Districts Environmental Health & Safety Administrator, two other management positions, five faculty, two classified and two students.

Communication recommendations: Develop webpage to provide key information early to the members, put key/important dates on the master calendar or Marque, have key/important dates/information provided at the Instructional Joint Cabinet Meetings - so Deans can provide the information as needed to the faculty and have senate representatives that are part of the committee report back to the Academic Senate and Classified Senate.

Reviewed draft of Campus needs funding flow chart and suggested adding a feedback loop to each Committee so they will know what was funded and not funded.

Committee did not want to have a SBVC sustainability subcommittee.

Scott gave update on Bond Construction projects.

Suggested to have a tour of the Auditorium on January 27, 2013.

**Adjourned**                      4:30pm