

March 14, 2014

2:30 p.m.

Board Room

FACILITIES COMMITTEE AGENDA

Meeting called by: Dr. Thomas Miller, Chair **Type of meeting:** Standing Committee

Facilitator: Dr. Thomas Miller, Chair **Note taker:** Michelle Messer

Attendees:

AGENDA ITEMS

Topic

Handouts ✓
1 Approval of February 28, 2014 meeting minutes

✓ UPDATES

➤ Parking Lot Traffic Flow Concerns (Lot 6 and 10) status (Chief Knight)

➤ Veteran's Resource Center status (Jim Murray)

2 ➤ Criteria for Making Recommendations status

✓ CONTINUED DISCUSSIONS

3 ➤ Building Assessment Survey Review (Mark Clair/Jen Larriva)

4, 5, 6 ➤ Committee Building assessments – distribute buildings to members

✓ NEXT SCHEDULED MEETING

➤ Next Regular Meeting - Friday, April 11, 2014 – 2:30 p.m.



Facilities Committee Meeting Minutes

February 28, 2014

2:30 p.m.

Board Room

Chair: Dr. Thomas Miller

Co-Chair: Sabrina Auble

Draft

✓ Call to Order: 2:38 p.m.

✓ ROLL CALL(P=Present; A=Absent; A/E=Excused):

P	A/E	NAME	P	A/E	NAME
P		Auble, Sabrina (ASB Student)	P		Clair, Mark (Technical Advisor)
P		Dwiggins, Steve (CSEA)		A/E	Garcia, Steve (Management)
P		Gaytan, Manuel (Faculty)		A	Hernandez, Ralph (CSEA)
P		Anthony Bonato (Faculty)	P		Edwin Martinez (Management)
P		Knight, Leonard (Management)	P		Luther, Pat (Administration)
P		Messer, Michelle (Technical Advisor)	P		Miller, Thomas (Faculty)
P		Murray, Jim (CSEA)	P		Schneider, Dave (CSEA)
P		Sewell, Robert (Management)	P		Smith, Frank (Administration)
	A/E	Keith Shaner (Faculty)		A/E	Visser, Mike (Faculty)
P		Timothy Tyler (Student)			

Present	Absent
15	4
Quorum Established: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

✓ Guests: LaDonna Huggins, HSPSIT Assistant to Pat Luther

✓ Agenda Items:

1.) Call to order: 2:33 p.m.

Approval of November 15, 2013 and January 10, 2014 Draft Meeting Minutes

Motion: Murray / 2nd: Schneider – Minutes approved as submitted.

2.) Welcome and Introduction of two new Faculty Members: Anthony Bonato & Keith Shaner

Mr. Bonato (Tony) is full time faculty of the Construction Technology department. Mr. Shaner was unable to attend as he was teaching a class out at the prison, but hopes to be here for our next meeting.

3.) HSPSIT Division Office Relocation

Dr. Pat Luther submitted a formal Facilities Request Form to the committee requesting that her current office in Vocational Complex Bldg. #64 be relocated to the Humanities Center, portables 24 and 25. Her request outlines rationale that includes cramped office space and ADA incompliance. No funding for this move was given. One suggestion was to move the Division offices to the Lower Portables 66A once the college receives Center Status and moves the Administration of Justice classes out of that building. However, Dr. Luther and her staff feel that this space may not be adequate to meet their needs. Dr.

Luther will look at the overall needs of her Division and then work with Steve Garcia (Facilities) and Edwin Martinez (Maintenance & Operations) to determine what options for a new space are available and where funding might be found.

This topic brought up a question regarding the Veteran's Resource Center, which was previously brought to the committee with a request for space. Jim Murray stated that they moved into the Technology Center, and he will talk with them to see if the space they have been given is working for them and come back to the next meeting with an update.

4.) Vote on Recommendation for Use of GIC Interest

Dr. Miller shared with the Committee an attachment that was included in Peter Allan's recent Accreditation update Email. It was VVC's proposed plan for resolving the budget deficit in order to meet the ACCJC's determination that the college has not yet met Standard III D(3)(a)-(h). He pointed out that the plan to resolve the college budget deficiency included using interest from the GIC (\$2 million of it) as revenue production. In light of this information, Robert Sewell made a motion that the committee postpones their recommendation that the GIC interest be used towards facilities, technology and equipment needs until the budget deficit resolution is finalized.

Motion: Sewell / 2nd: Martinez

5.) Parking Lot Traffic Flow Concerns – Lot 6 and Lot 10

The parking lot traffic flow issues were relayed to Chief Knight, including the bottle neck at the parking permit meter in Lot #6 in front of Student Services 1 Building, and the convergence of traffic into Lot 6 from Jacaranda and from Lot 5, as well as the "yield" issue in Lot 10. Chief Knight and Edwin Martinez will look into the resources needed to move the parking permit meters, adding a "Yield" sign to Lot 10 as well as eliminating a few parking stalls at the end of the row, and creating a task force to better enforce these areas of concern during peak traffic times. They will report back their findings and how they follow up as things progress.

6.) Vote to move Criteria for Recommendations forward to Cabinet

Michelle will send the committee the rubric created by Mark Clair after the meeting.

Motion to send Criteria for the Committee's recommendation process forward to Cabinet:

Motion: Martinez / 2nd: Gaytan

7.) Building Assessment Process Review – Discuss Potential Questions for Survey

Mark Clair will create a survey to send out to the campus to look at facilities climate.

This survey will help us discover needs and support our recommendations. It will allow us to cross-validate the survey to facilities requests in PRAISE reports. The committee also needs to do a building walk-through soon. Michelle will bring forms to the next meeting and assign buildings at that time.

8.) Next Regularly Scheduled Meeting:

Friday, March 14, 2014 ~ 2:30 p.m. ~ Board Room

9.) Meeting Adjourned: 3:37 p.m.

Facilities Committee: Facility Request Rubric

	3	2	1	0	Score
	Information clearly relates to the Educational Master Plan.	Information clearly relates to the Educational Master Plan.	Educational Master Plan is mentioned but there are no details and/or examples provided.	Information does not speak to the Educational Master Plan.	
Educational Master Plan	Plan. It Includes several supporting details and/or examples.	Plan. It provides 1-2 supporting details and/or examples.			
	Information clearly relates to the Facility Master Plan. It Includes several supporting details and/or examples.	Information clearly relates to the Facility Master Plan. It provides 1-2 supporting details and/or examples.	Facility Master Plan is mentioned but there are no details and/or examples provided.	Information does not speak to the Facility Master Plan.	
Facilities Master Plan					
	Information clearly relates to the Mission. It Includes several supporting details and/or examples.	Information clearly relates to the Mission. It provides 1-2 supporting details and/or examples.	The Mission is mentioned but there are no details and/or examples provided.	Information does not speak to the Mission.	
VVC Mission					
	Requested project description, timeline and measurement for success are discussed in detail as part of the PRAISE preliminary action plan.	Requested project description and timeline are discussed, but does not provide measurements for success.	Only the requested project description is discussed as part of the PRAISE preliminary action plan.	Information is not included as part of the PRAISE preliminary action plan.	
Action plan developed in PRAISE					
	Information clearly details how this facility need will provide the ability to measure a program's SAO or SLO described in PRAISE.	Information clearly relates to an SAO or SLO described in PRAISE, but there is no linkage to measurement.	Information indirectly relates to an SAO or SLO described in PRAISE and there is no linkage to measurement.	Information does not speak to an SAO or SLO in PRAISE.	
Provides Measurement for an SAO or SLO					
	Start up costs are defined in detail including personnel, equipment, furnishings, and technology	Some costs are included but are not defined in detail.	Costs are depicted as rough estimates and do not specify type.	Start up costs are not mentioned.	
Startup Costs					
	TCO is defined in detail including personnel, equipment, supplies, technology, and ongoing maintenance	TCO is mentioned but not defined in detail or by type.	There is only mention of approximate maintenance costs.	Total cost of ownership is not mentioned.	
Total Cost of Ownership					
	Restricted funds (grant funds are enough to cover all costs and continuing funds will support TCO)	Restricted funds (grant funds will cover start up costs but not TCO)	Restricted funds (grant will cover a percentage of start up costs but not TCO)	All monies will be paid from the general fund including start up costs and TCO.	
How will project be funded?					
OVERALL SCORE					

Physical Resource Planning

We are asking for your cooperation in assessing the physical condition of the building in which you work. This includes the grounds around your building as well as the equipment housed in the building. Drawing upon your experience working in your building, please rate how well the building, grounds, and equipment meet the criteria below.

Short-term Planning: Buildings

	Meets not at all	Meets slightly	Meets moderately	Meets mostly	Meets completely
Clean exterior walls, windows, and trim	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Clean interior walls, rooms, floors, and windows	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building systems in good order: doors, windows, lighting, electrical, HVAC, fire/safety/security, plumbing, and restrooms	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hazard-free	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Accessible	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please describe any deficiencies in your building.

Short-term Planning: Grounds

	Meets not at all	Meets slightly	Meets moderately	Meets mostly	Meets completely
Clean: Trash picked up, deadfall swept up, graffiti removed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Surfaces and features in good repair: Roads, sidewalks, parking lots, painted surfaces	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Well-groomed and healthy plants: Grass mowed, weeds abated, foliage trimmed, grounds watered appropriately to the season	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hazard-free	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please describe any deficiencies in the grounds surrounding your building.

Physical Resource Planning

Short-term Planning: Equipment

	Meets not at all	Meets slightly	Meets moderately	Meets mostly	Meets completely
Available and fully functional in sufficient quantity to meet needs in timely fashion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Technology is appropriate and up-to-date	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Appropriate to the attended purpose	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please describe any equipment deficiencies in your building.

#4

Victor Valley College Facilities Committee
Assessing the Effectiveness of Physical Resource Planning: Observable Outcomes
Transcript of Committee Responses
Meeting of January 20, 2012

Note: The definition of physical resources, per the ACCJC, is facilities, equipment, land, and other assets.

Let's say you visited each of two other California community colleges for a week-long assignment. You have plenty of time to look around all the buildings and grounds, and to talk with faculty, staff, managers, and students about their life at the college.

1. The first college has been winning awards for physical planning excellence for 20 years. What do you observe about each of the following that confirms to you that physical planning at that college has been excellent? Give at least two examples in each box.

Item	Short-term Planning	Long-term Planning
Buildings	<p>Ext./int. maintenance</p> <p>Easily maintained. Adequately staffed.</p> <p>Clean, painted, effective standards. Lighting, air/heating. Environment conducive to learning.</p> <p>Freshly painted buildings. Carpets cleaned regularly.</p> <p>Windows clean, electrical fixed. HVAC.</p> <p>Secondary effects were considered. Assessed through campus climate. Building has purpose & is staffed adequately.</p> <p>Designed for state of the art & long-term flexibility.</p> <p>Easily maintained. Access.</p>	<p>Student access & travel time. Groupings of buildings – right – Acc??/SS/Management??</p> <p>Campus layout. Program proximity.</p> <p>Structural usage review. Energy, space access.</p> <p>Technology.</p> <p>Plan 5-yr expansion budget includes electrical/window repair, paint, roofs, carpet renewal plan.</p> <p>Replacement/renewal plans for HVAC.</p> <p>Some identity with community. Low turnover of Administration (decision makers). Plans/goals remain consistent.</p> <p>Integrated. Layout functions well. Programs have proper building & building proximity.</p>
Grounds	<p>Well-groomed – maintenance. Seasonal Considerations.</p> <p>Pleasing to Eye. Ecologically Responsible.</p> <p>Good maintenance of property & no obstructions.</p> <p>M & O budget. Grounds maintained weekly. Trash p/u.</p> <p>Weed abatement. Repairs of streets & parking lots, parking lot maint regularly.</p> <p>Students interact with environment. Aesthetically pleasing.</p> <p>Sustainable. Harmonize with/integrate campus.</p>	<p>Traffic Patterns – accessibility. Environment conducive to learning – outside instruction</p> <p>Laid out for use. Sustainable.</p> <p>Energy. Lighting. Green. Traffic signals. Black top.</p> <p>Evaluate use of grounds, maintenance, & landscape.</p> <p>Budget for this. Evaluate lighting and upgrades.</p> <p>Maint plan to resurface heavy use road. Paint,</p> <p>Identify with community. Conservation/money savings.</p> <p>Eco friendly/accessible to all.</p> <p>Mature harmony of elements. Well maintained.</p> <p>Sustainable & useful. Aesthetic. Parking/flow.</p>
Equipment	<p>Automated Student Services – assessed – planned. Plans to rotate – budget instructional cycle. M&A = 3 mo. Cycle.</p> <p>Appropriate. Operable.</p> <p>Computers, projectors, current operations. Standards are good.</p> <p>Smart classrooms. Classroom furnishing, chairs, desks, usable and appropriate. Whiteboard purchase.</p> <p>Continuous maintenance evident to the eye (no “out of order” signs—equipment works.)</p> <p>Appropriate/state-of-the-art. Support operable best practice.</p>	<p>Systematic plan for updates. Energy efficiency. Life-cycle cost. Cascade equipment. Master plan.</p> <p>Replaced on schedule. Fully Utilized.</p> <p>Technology. Distance learning. Smart class. WiFi.</p> <p>Plan/Budget maint/repair/replacement of equip.</p> <p>Replace/upgrade fiber optics or whatever the new technology is. Repair/replace smart classroom equip.</p> <p>Repl. classroom furniture.</p> <p>PRAISE guides new equipment. Total cost of ownership.</p> <p>TCO/replacement schedule – fully utilized.</p>

Victor Valley College Facilities Committee
Assessing the Effectiveness of Physical Resource Planning: Observable Outcomes
Transcript of Committee Responses
Meeting of January 20, 2012

Item	Short-term Planning	Long-term Planning
	Annual building assessment. Automated life-cycles of comp.	Committees would be meeting and posting meetings. Self-eval & Feedback.
People and committees and processes	Open, enthusiastic, friendly. Active involvement, participation. Feedback, outcomes, processes and policies. Shared governance committee uses electronic bulletin board to publish committee minutes. Locations of meetings are publicized. Committee consensus recommendations forwarded to BoT/President. Groups work collaboratively. All constituency groups included. Continuous communication with campus. Enthusiastic – loyal – friendly/committed to institution's goals.	Long term because they want to be. Organized succession & replacement. Long range planning. Strategic planning. Communications & feedback. Evaluate effectiveness of committee recommendations & processes and revise as needed. Solid processes which are being followed. Long stays of tenure. Plan for replacement, renewal, succession.

2. The second college has been on a downward physical spiral for 20 years, largely because of poor planning. What do you observe about each of the following that confirms to you that physical planning at that college has been suspect? Give at least two examples in each box.

Item	Short-term Planning	Long-term Planning
Buildings	No plan for ongoing maint. No health & safety. Reactive maintenance. Lack of pride. No ownership. Dirty windows, poor seating. Inadequate space, poor traffic patterns, poor lighting. Classrooms with broken electrical outlets, poorly maintained/dark, torn carpet, peeling/faded paint, restrooms don't work. Broken windows. Rundown buildings. Reactive. No thought given. No ownership. Whims. Personal decisions.	No IIPP plan or training. No deferred program. Not fully utilized or inappropriately utilized. No plan for improvements. No fiscal plan. Lack resources. No plans/budget to upgrade, repair, replace. No plan to meet community needs. No plan for carpet repairs. High turnover in Administration causes constant plan changes due to each new administrator's "agenda." Haphazard. Little long-term thought. What planning? Personal decisions.
Grounds	Lack of Maintenance. Neglected. Dying. Native. Poor designs, no input from campus community, dead grass, trees not trimmed. Dead/brown plants & grass. Running track has potholes. Trash. Sidewalks cracked. Poor access. Poor traffic flow. Neglected. Haphazard. Personal choice.	Mish-mash of landscape design -- not student friendly. Lack of signage & accessibility. Unsustainable. Maint-intensive. Misuse of space. No equipment plan. No plans to replace & upgrade parking lots & streets, lighting, etc. No plan for rubbish removal. No conservation measures taken. No solid/cohesive plan. Dying. Haphazard. No thought.
Equipment	Broken/missing. Inoperable campus equip. Use of manual equip. Not available. Non-operational. Poor vehicles, outdated technology, no replacement parts. Old/broken technology. Broken projectors. TVs/DVD players not functional. Old/broken/damaged desks & chairs. Not maintained. Not budgeted for new. Haphazard choices. "Make do."	No plan for renewal/replace. Long term down time causes habitability issues. Creates hostile work environment. Poor fiscal planning. No LT maintenance budget for equipment replacement/repairs/upgrades. No budget plan to replace/repair desks/chairs. Not enough for students to have for classes (welding, etc.) Bad SLOs. Worn out and not replaced. Poorly chosen.

Victor Valley College Facilities Committee
Assessing the Effectiveness of Physical Resource Planning: Observable Outcomes
Transcript of Committee Responses
Meeting of January 20, 2012

Item	Short-term Planning	Long-term Planning
	Many surprises w/needs = budgets, equipment, facilities.	Lack of committee meetings. No communication/collegiality between
People and committees and processes	Non-communicative. "Silos," cliques. Lack of effective communications, no feedback. Silos. Individuality & politics – personal influence. Crisis management. Not meeting regularly. No documentation. Not well organized. Committee recommendations not followed: Disheartened.	management/staff. No long term plan. Merry-go-round management. No follow up, or personal responsibility. No established processes, procedures & policies. Crisis management (still). Why change? We have always done it that way. Processes not adhered to. No continuity in people, committees or planning processes. Silos – secretive.

3. Based on your experiences on this Committee, what are the two or three most important characteristics of excellent physical resource planning at Victor Valley College? Use the other side if you need more space.

- | |
|--|
| <ol style="list-style-type: none"> 1. Open discussions on upcoming projects – by a committee representative of the constituents @VVC. 2. Over the past 5 years, we have built 3 new buildings & the Eastside. 3. Master plan for campus w/some budget to follow it.
<ol style="list-style-type: none"> 1. Know what you want. 2. Know how much it's going to cost over life of resource. 3. Have the financial ability and commitment to support the resource. 4. Do all parties agree that the resource is needed, and not just nice to have (feather in cap, unique).
<ol style="list-style-type: none"> 1. Good communication between committees, staff and campus community. 2. Participation by faculty, staff and students. 3. Follow up on what has occurred on various issues or proposals.
<ol style="list-style-type: none"> 1. Link physical resource planning/facility master plan with the Educational Master Plan and mission statement. 2. Physical resource planning meets the mission statement of the college. 3. Physical resource planning must include realistic budget, total cost of ownership.
<ol style="list-style-type: none"> 1. Effective Facility Committee that looks at College Mission and Master Plan to continue excellence in quality planning processes. 2. Involvement of campus community via communications/survey/email/website, etc. 3. Committee recommendation tracking form goes full circle (comes back from Cabinet) so we hear resolutions and can gauge how effective the committee was for the year.
<ol style="list-style-type: none"> 1. Know what is needed and how it supports current and future programs. 2. Wide input from all appropriate constituents/stakeholders. 3. Effective and meaningful prioritization processes for deciding what gets done 1st, 2nd, 3rd. |
|--|

#5

Victor Valley College Facilities Committee
Assessing the Effectiveness of Physical Resources Planning:
Observable Outcomes Questionnaire, March 2014

Respondent Name: _____

Date: _____

Campus Area Observed: _____

Directions:

1. Walk through your assigned area(s) of the campus, observing as much as you can about the buildings, grounds, and equipment. If you wish, you may ask others for their input. If you are assigned more than one area, make additional copies of page 1 as needed.
2. Drawing upon your observations and on your own knowledge of each area you walked through, rate the area overall on how well it meets each of the criteria in the *Buildings, Grounds, and Equipment* table below, according to the following scale:

Meets completely	Meets mostly	Meets moderately	Meets slightly	Meets not at all
5	4	3	2	1

3. Based on your own experience and knowledge of the applicable physical planning processes and structures, rate how well Victor Valley College meets each of the criteria in the *People, Committees, and Processes* box on page 2, using the same scale.
4. If you do not have enough information to assign a rating to a criterion, just leave it blank.
5. Return your completed form(s) to Michelle Messer no later than Tuesday, March 20.

Buildings, Grounds, and Equipment

Item	Short-term Planning	Long-term Planning
Buildings	<input type="checkbox"/> Clean exterior walls, windows, trim <input type="checkbox"/> Clean interior walls, rooms, floors, windows <input type="checkbox"/> Building systems in good order: Doors, windows, lighting, electrical, electronics, HVAC, fire/safety/security, plumbing/restrooms <input type="checkbox"/> Structure in good shape <input type="checkbox"/> Hazard-free and accessible <input type="checkbox"/> Conducive to learning	<input type="checkbox"/> Easily maintained interior, exterior, and systems <input type="checkbox"/> Technology and technology change well integrated <input type="checkbox"/> Flexible space and configuration to keep up with needs and standards <input type="checkbox"/> Energy-efficient <input type="checkbox"/> Designed for safety and for accessibility by students, employees, public as appropriate <input type="checkbox"/> Conducive to learning
Grounds	<input type="checkbox"/> Clean: Trash picked up, deadfall swept up, graffiti removed <input type="checkbox"/> Surfaces and features in good repair: Roads, sidewalks, parking lots, fields, tracks, painted surfaces, fencing <input type="checkbox"/> Well-groomed and healthy plants: Grass mowed, weeds abated, foliage trimmed, grounds watered appropriately to the season <input type="checkbox"/> Hazard-free and accessible <input type="checkbox"/> Conducive to learning	<input type="checkbox"/> Sustainable, ecologically responsible <input type="checkbox"/> Good signage <input type="checkbox"/> Student-friendly; layout facilitates use <input type="checkbox"/> Energy- and resource-efficient <input type="checkbox"/> Accessible, smooth, and safe traffic patterns for both pedestrians and vehicles <input type="checkbox"/> Conducive to learning
Equipment	<input type="checkbox"/> Available and fully functional in sufficient quantity to meet needs in timely fashion <input type="checkbox"/> Technology/automation/mechanics appropriate and up-to-date <input type="checkbox"/> Appropriate to the intended purpose <input type="checkbox"/> Adheres to institutional standards <input type="checkbox"/> Conducive to learning	<input type="checkbox"/> Usable and reliable <input type="checkbox"/> Technology/automation appropriate and up-to-date <input type="checkbox"/> Energy- and resource-efficient <input type="checkbox"/> Institutional standards up-to-date and in operation <input type="checkbox"/> Conducive to learning

Victor Valley College Facilities Committee
Assessing the Effectiveness of Physical Resources Planning:
Observable Outcomes Questionnaire, March 2014

People, Committees, and Processes

All constituent groups participate actively, collaborate, and/or provide input in assessment, planning, and resource allocation processes.

The Facilities Committee:

- has regularly scheduled meetings.
- is broadly representative.
- has norms, expectations, or ground rules for meetings that are well understood by members.
- is provided with sufficient relevant and useful quantitative and/or qualitative data to make informed recommendations.
- communicates effectively about its work with other committees, appropriate staff, and the campus community.

Facilities Committee members:

- collaborate effectively with each other on Committee work.
- communicate effectively with each other about the Committee's work.
- engage in effective two-way communication with the constituencies they represent about the Committee's work.
- receive enough effective training or mentoring in their role as members.
- treat each other's ideas with respect.
- Facilities Committee recommendations receive meaningful consideration from decision-makers, and the committees are regularly informed about the final decisions.

Physical resources assessment, planning, resource allocation, and implementation:

- are consistent with the College mission statement, College master plans, and best practices.
- are formal and systematic.
- are transparent.
- are evidence-based.
- are documented.
- take into consideration future needs as well as present needs.
- are evaluated regularly based on sound evidence, and improved as needed.
- are virtually immune to personal whim, personalities, and administrative turnover.
- Planning and assessment processes guide allocation of resources.
- The process for setting physical resource allocation priorities is effective and meaningful.
- Resources allocated are sufficient and suitable.
- Total cost of ownership approach is fully implemented for all physical resources.
- Policies and procedures support effectiveness of physical resources.
- Proactive, systematic maintenance/ repair/renewal/replacement plans are in operation and suitable to the physical resource type.
- Appropriate deferred maintenance program is in operation.
- Pride, a sense of ownership, and a feeling of common responsibility for the campus are evident.

Please use this space to record (legibly!) any comments you may have about the topics in this questionnaire, or the questionnaire itself. In particular, please explain briefly any rating of 1 or 2, and any difficulty you had in assigning ratings. If you need more space, please attach another sheet of paper.

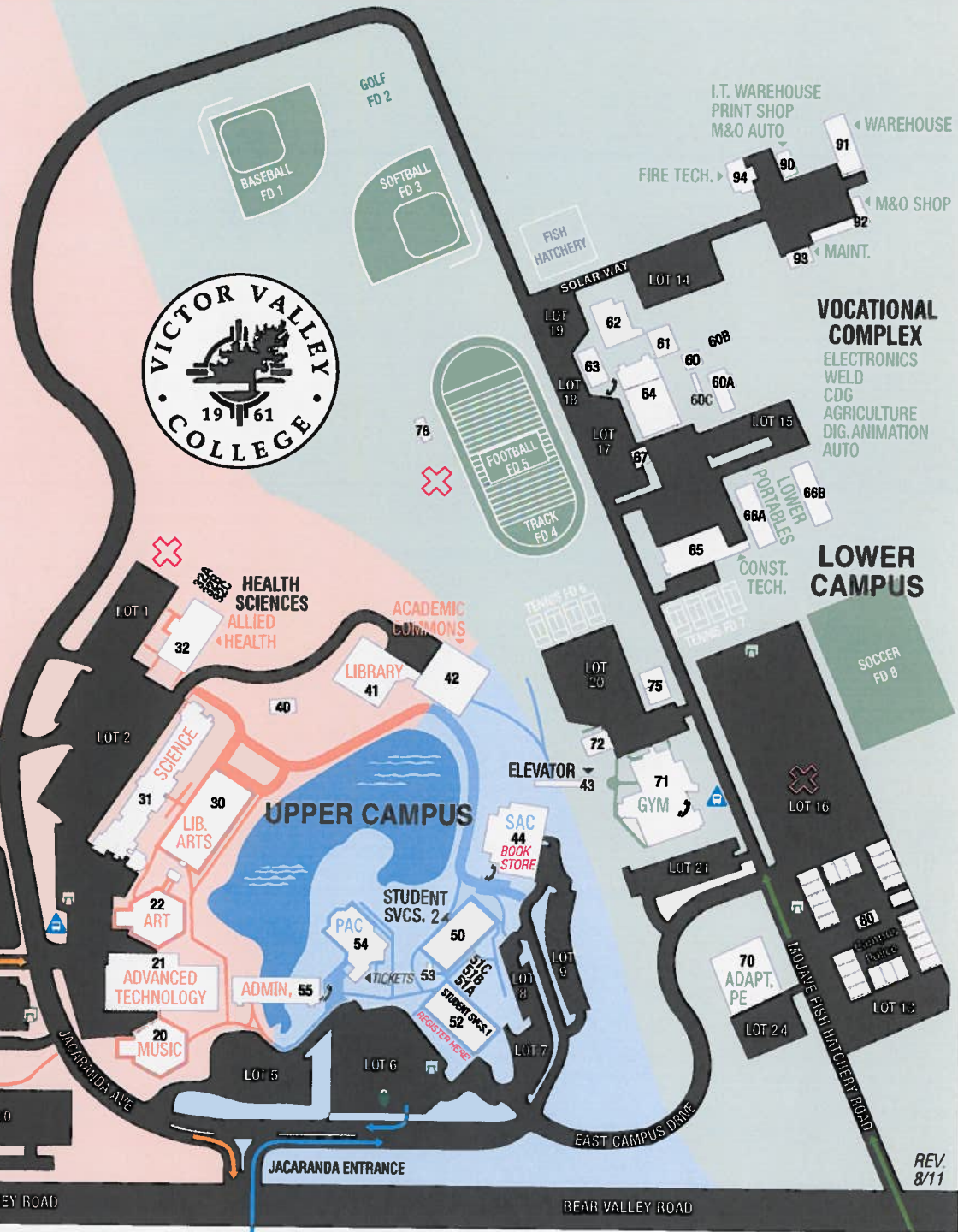
Thank you for your help in this important task!

- Academic Commons - 42
- Adapted P.E. Center - 70
- Administration of Justice - 66A
- Admin. Services - 10
- Admin. Annex - 10A
- Advanced Technology Center - 21
- Agriculture & Natural Resources - 60
- Agriculture/Labs - 60 A,B,C
- Allied Health - 32
- Allied Health Portables - 32 A,B,C
- Art - 22
- Automotive - 64
- CalWORKS - 50
- Child Development Center - 12
- C.I.D.G. - 63
- Construction Technology - 65
- Counseling & Administration - 55
- Digital Animation - 67
- Electrical/PowerPlant - 40
- Electronics - 62
- Elevator - 43
- Excelsior Education Center - 80
- Faculty Offices - 75
- Fire Technology - 94
- Gymnasium - 71
- Health & Public Safety - 32

- Liberal Arts - 30
- Library, Learning Resources Center - 41
- Music - 20
- Performing Arts Center - 54
- Planetarium - 31
- Printshop - 90
- Science - 31

- Student Activities Center - 44
- Student Services 1 - 52
- Student Services 2 - 50
- Switchboard - Operator - 53
- VVC Presents - 54
- Warehouse - 91
- Welding - 61

-  BUS STOP
-  TELEPHONE
-  METERED PARKING
-  PARKING PERMIT DISPENSER
-  EMERGENCY COORDINATION



SPRING VALLEY PKWY.
To access the west side of Upper Campus use this entrance.

JACARANDA AVE. - To access the east side of Upper Campus use this entrance. Exit at Spring Valley Pkwy. or Fish Hatchery Rd.

FISH HATCHERY RD.
To access all of Lower Campus use this entrance.

EASY ACCESS