

Department Plan

Long Beach City College

Admin - Facilities (Outcomes)

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Intended Outcome: Outcome #1 - Facilities Master Plan

Complete long range Facilities Master Plans to support the District's Education Master planning process.

Start Date: 08/01/2009

End Date: 05/31/2012

Outcome Status: Active - Not Currently Assessing

If specific to a functional unit, indicate here: Planning and Construction

Strategies for Outcome: Continue to utilize Design professional such as architects, engineers to design the buildings in the Master Plan. Use Contracts and the Bond Management Team to execute construction/renovations of all approved projects of the 2020 Master Plan.

Means of Assessment			
Assessment Task	Criteria/Expected Level of Achievement	Responsible Parties	Active
Approval of Executive Council	Full Approval		No
Assessment Method Category:			
Other			

Intended Outcome: Outcome #2 - Facilities Operations Support Services

Maximize operational efficiencies while absorbing additional costs of newly completed projects at current operational funding levels.

Start Date: 01/01/2011

End Date: 05/31/2012

Outcome Status: Active - Not Currently Assessing

If specific to a functional unit, indicate here: Maintenance and Operations

Strategies for Outcome: Evaluate our operational business processes to identify and implement cost saving measures with minimum impact to students, Faculty, and Staff.

Means of Assessment			
Assessment Task	Criteria/Expected Level of Achievement	Responsible Parties	Active
Analyze annual budget to document new building costs are being absorbed in the current Maintenance and Operations budget.	Successfully fund operational cost of added buildings.		Yes
Assessment Method Category:			
Other			

Intended Outcome: Outcome #3 - Campus safety and aesthetics

Faculty and staff will report they are satisfied with the safety, cleanliness, maintenance and visual attractiveness of the campus buildings and grounds they visit.

Start Date: 08/01/2009

End Date: 05/31/2012

Outcome Status: Active - Not Currently Assessing

If specific to a functional unit, indicate here: Maintenance and Operations

Strategies for Outcome: Continual analysis and procurement of feedback to determine highest priority challenges.

Means of Assessment			
Assessment Task	Criteria/Expected Level of Achievement	Responsible Parties	Active

Means of Assessment			
Assessment Task	Criteria/Expected Level of Achievement	Responsible Parties	Active
Survey. To be implemented via the web. Deputy Director will be responsible for the task. Survey to be conducted Spring of 2012. Assessment Method Category: Survey - Satisfaction	Minimal 50% satisfaction rate		Yes

Intended Outcome: Outcome #4 - Work Order Management System

Faculty and Staff would report their satisfaction of the work order system and responsiveness to their stated needs.

Start Date: 08/01/2009

End Date: 05/31/2012

Outcome Status: Active - Not Currently Assessing

If specific to a functional unit, indicate here: Maintenance and Operations

Strategies for Outcome: To implement the web-based work order and preventative maintenance modules of the work management application.

Means of Assessment			
Assessment Task	Criteria/Expected Level of Achievement	Responsible Parties	Active
Survey. To be implemented via the web. Deputy Director will be responsible for the task. Survey to be conducted Spring of 2012. Assessment Method Category: Survey - Satisfaction	Minimal 50% satisfaction rate		Yes

Intended Outcome: Outcome #5 - Increase Facilities Rentals

Increase Facilities rental events with the intent to bring additional income to the District.

Start Date: 08/01/2009

End Date: 05/31/2012

Outcome Status: Active - Currently Assessing

If specific to a functional unit, indicate here: Facilities Rental

Strategies for Outcome: Renegotiate current long-term lease agreements to allow more flexibility for the District to increase events. Expand use of consultants and advertising to attract more business.

Means of Assessment			
Assessment Task	Criteria/Expected Level of Achievement	Responsible Parties	Active
Analyze Facilities Rentals annual budget to document Facilities Rentals annual income. Assessment Method Category: Other	Increase income by 5% annually.		No

Intended Outcome: Planning Documents

Facilities Planning Unit Technicians (in the Chancellor's Office) can successfully process District planning documents through the Legislative Budget Process in the minimal amount of time to successfully secure System funding.

Start Date: 08/01/2009

End Date: 05/31/2010

Outcome Status: Inactive

If specific to a functional unit, indicate here: Planning and Construction

Strategies for Outcome: Same as Planning and Documents goal

Means of Assessment			
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Means of Assessment

Assessment Task	Criteria/Expected Level of Achievement	Responsible Parties	Active
State acceptance of project submitted Assessment Method Category: Other	Full approval		No