DRAFT response to ACCJC

Recommendation #7: Develop a facilities master plan to ensure the effective utilization and quality of physical resources which are necessary to support its programs and services.

1. Specific Issues:

- In its follow-up report of October 31, 2011, the ACCJC made the following conclusion regarding recommendation 7:
  - "At this stage, the college has a “plan to plan.” Progress has been made since the team visit, and the College is moving towards satisfying this recommendation. The team recommends that evidence of a completed facilities master plan be included in the College’s mid-term report. The College has not fully responded to the recommendation"

- It further recommended that Recommendations #1, #7, #8, and #9…
  - “Identify issues with integrated planning and board governance. These issues have been subject to several Commission sanctions on College of Marin in the past decade. It is very important that College of Marin address these issues quickly and fully.”

2. Evidence:

The College has created a compliance matrix to demonstrate the evidence supporting its response to recommendation 7 and direct link to the updated facilities master plan. (See appendix 1)

3. How the College has fully addressed the Commission’s concerns:

- The College will demonstrate a history of integrated planning with respect to its facilities.
  - Early bond planning
  - Community outreach efforts & design charettes
  - FPC
  - District Modernization committee (DMC)
  - BOT leadership and approval
  - Project user groups
  - President’s cabinet
  - PRAC & FPC

- The Facilities master plan of 2004 was the master plan which set the course of re-development of the COM over the last 10 years. The fundamentals of that plan are still relevant today. After the passing of the 2004 measure C bond, the plan was updated with more detailed data and project planning in the 2006/7 master plan. The DMC was convened to prioritize the projects and create an implementation plan. As the bond moved forward adjustments to new data were made through and integrated planning process and reflected though bond spending plan changes. Explain more about the role of the FPC during this period and the development of small project lists. For example, COM updated Education Master Plan in 2009 the facilities planning committee……. Efforts at quantifying total cost of ownership during this period were………………

- The new facilities master plan update of 2012 will document the status of facilities post Measure C (2015) and project the projects required to complete the unmet needs of the COM as reflected through the Educational Master Plan update of 2012. Included in this plan will be a maintenance plan and systematic process for making facilities decisions based upon curriculum review and live data regarding the cost of ownership data.
APPENDIX 1

Checklist for compliance with WASC standards

**Standard III: Resources**

**Stated objective of the standard:**
The institution effectively uses its human, physical, technology, and financial resources to achieve its broad educational purposes, including stated student learning outcomes, and to improve institutional effectiveness.

Physical resources, which include facilities, equipment, land, and other assets, support student learning programs and services and improve institutional effectiveness. Physical resource planning is integrated with institutional planning.

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<th>Specific Factors to be satisfied:</th>
<th>How we achieve it:</th>
<th>Specific sections in Master Plan:</th>
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<td><strong>B1</strong> The institution provides <em>safe and sufficient</em> physical resources that support and assure the <em>integrity and quality</em> of its programs and services, regardless of location or means of delivery.</td>
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<td><strong>B1a</strong> The institution plans, builds, maintains, and upgrades or replaces its physical resources in a manner that <em>assures effective utilization</em> and the <em>continuing quality</em> necessary to support its programs and services.</td>
<td>1) Previous MP history 2004, 2006; 2) Bond implementation history; 3) Plans for remaining bond work. This need to show an ongoing process also</td>
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<td><strong>B1b</strong> The institution assures that physical resources at all locations where it offers courses, programs, and services are constructed and maintained to <em>assure access, safety, security, and a healthful</em> learning and working environment.</td>
<td>1) Bond implementation Plan; 2) Dev. &amp; impl. of District Standards; 3) Inspection program; 4) Swing space programs</td>
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<td><strong>B2</strong> To assure the feasibility and effectiveness of physical resources in supporting institutional programs and services, the institution <em>plans and evaluates</em> its facilities and equipment <em>on a regular basis</em>, taking <em>utilization and other relevant data</em> into account.</td>
<td>1) FCI data; 2) Survey data; 3) OIM room utilization data; 4) WSCH by TOPS code data; various safety and health inspection: Fire Department &amp; Insurance administrator.</td>
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<td><strong>B2a</strong> <em>Long-range capital plans</em> support institutional improvement goals and reflect projections of the <em>total cost of ownership</em> of new facilities and equipment.</td>
<td>1) Follow-through of prev. MP’s; 2) M&amp;O data; 3) Onuma system.... Need to show 3 to 5 year facilities maintenance renewal and or upgrades plan.</td>
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<td><strong>B2b</strong> Physical resource planning is <em>integrated with institutional planning</em>. The institution <em>systematically assesses</em> the effective use of physical resources and <em>uses the results of the evaluation as the basis for improvement</em>.</td>
<td>1) FPC’s role in integrated planning model; 2) Review &amp; incorporate new Ed. MP; 3) Program review data; 4) Changes in Bond Spending Plan</td>
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