

Facilities Committee Operating Agreement

Purpose:

To have input into the Facilities Master Plan as it relates to the Strategic Plan's goals and objectives and integrated planning, to review scheduled maintenance projects, to review plans and schedules for ongoing maintenance, grounds and building services. To make recommendations and/or action regarding all facilities issues on the Reedley, Madera and Oakhurst campuses and to disseminate information regarding use of facilities, remodeling and construction, to all college constituent groups.

Jurisdiction:

Facilities committee is a college committee that contributes to/oversees functions at the Reedley, Madera and Oakhurst campuses.

Product:

The Facilities Master Plan, review of scheduled maintenance projects, review of plans and schedules for ongoing maintenance, grounds and building services. Recommendations and/or action regarding all facilities issues on the Reedley, Madera and Oakhurst campuses and dissemination of information regarding use of facilities, remodeling and construction, to the committee's constituent groups.

Composition:

Vice President Administrative Services (chair)
Associate Vice Chancellor District Operations (standing member/non-voting ex officio)
District Construction Services Manager (standing member/non-voting ex officio)
District Director Maintenance & Operations (or designee-standing member/non-voting ex officio)
District Grounds Manager (or designee-standing member/non-voting ex officio)
DSPS Representative (Standing Member)
District Director of Environmental Health & Safety (or designee) (standing member/non-voting ex officio)
Director of Technology (Standing Member)
Building Services Manager (Standing Member)
Two Administrative Representatives appointed by College President (Standing Members to serve until replaced by new appointments)
One Public Information Officer appointed by College President (Standing Member)
Four Faculty Representatives one Instructional, one Non-Instructional, one CTE and one Madera/Oakhurst, appointed by Academic Senate for alternating two year terms
One Classified Representative appointed by Classified Senate from either RC or MCCC for two year term
One Classified Representative appointed by CSEA from either RC or MCCC for two year term
One Student Representative appointed by ASG from RC for one year term

One Student Representative appointed by ASG from MCCC for one year term

Meeting Schedule:

The Committee meets the third Thursday of each month from 1:00 to 3:00 p.m.

Quorum:

A quorum required for the committee to meet and conduct business will be a simple majority of the membership of the committee and/or designees designated as 50% + 1. Vacant and ex officio positions will not be counted towards quorum.

Operating Procedures:

The Committee develops, monitors and has implementation oversight of the RC Facilities Master Plan. The Committee works cooperatively with District Operations in carrying out its duties and responsibilities. The planning process and subsequent Facilities Master Plan goals guide budget priorities. Recommendations made by the Committee reflect Reedley College values and support the mission of the college, with the ultimate goal of improving student success, achieving student learning outcomes, and serving the community. The Committee develops, implements, evaluates, reviews and revises long term and short term projects, plans and initiatives. The committee advises both the College and District Operations, maintenance, and grounds regarding College needs, concerns and projects pertaining to existing facilities as well as new construction and addresses diversity issues in all planning and implementation processes.

The Chair will keep a record of all proceedings and recommendations of this committee at each meeting. The records of the meetings will be made available to all members of the college community.

Reedley College Strategic Goals:

1. Excellence in Education
2. Institutional Effectiveness
3. Leadership in Higher Education and Community Collaboration
4. Accreditation of Madera Community College Center

Other:

Subcommittees: