



# FULLERTON COLLEGE

ELEVATING.  
EXCELLENCE.

## Administrative & Operational Services

### 2022 - 2023 Self-Study

#### Three-Year Program Review Template Office of VP of Administrative Services

#### Capital Projects

#### Statement of Collaboration


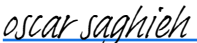
The department/office staff listed below collaborated in an open and forthright dialogue to prepare this Self Study. Statements included herein accurately reflect the conclusions and opinions by consensus of the department/office staff involved in the self-study.

#### Participants in the self-study

Oscar Saghieh  
Mayra Pulido  
Megan Moscol

#### Authorization

After the document is complete, it must be signed by the Principal Author, the Department Manager, and (when appropriate) the Dean or appropriate Immediate Management Supervisor (IMS) prior to submission to the Program Review Committee.

<u>Megan Moscol</u> Printed name of Principal Author	 <u>Megan Moscol (Jan 23, 2023 13:46 PST)</u> Signature	Assistant Project Manager Title	Jan 23, 2023 Date
<u>Oscar Saghieh</u> Printed name of Department Manager	 <u>oscar saghieh (Jan 23, 2023 13:54 PST)</u> Signature	Project Manager Title	Jan 23, 2023 Date
<u>Rodrigo Garcia</u> Printed name of Dean or Immediate Management Supervisor (IMS)	_____ Signature	_____ Title	_____ Date

## 1.0 Mission and Goals

Mission, Vision, Core Values and College Goals drive all college activities. The Program Review committee would like to understand the connection of your department/office to the Mission, Vision, Core Values and College Goals. Summarize how your department/office supports each area.

Mission: The Capital Projects Office supports the College's mission by overseeing the architectural design and construction of learning and student support environments.

Vision: The Capital Projects Office supports the College's Vision by creating healthy and safe environments that inspire students and staff alike in the work we do and in engaging our students to be productive learners.

Core Values: The Capital Projects Office supports the College's Core Values as follows:

### *Community*

Capital Projects creates a welcoming and safe environment for students, staff, and the community who either come to seek educational and career growth, work here, or visit. As for

### *Excellence*,

Our office takes pride in making efforts to honor our past and build on that tradition in the buildings we design and the customer service we provide. Our staff attend conferences to learn the latest technical advances to streamline operations and purchase the most cost-effective resources.

### *Inclusivity*

Our office is responsible for many campus operations, and we support the involvement of managers, staff, and students in the decision-making process.

### *Innovation*

Our facilities planning is key to finding ways to be both cost effective and offer an aesthetically pleasing environment for both staff and students, while also incorporating current trends and technically advanced products.

### *Partnerships*

Our team takes pride in the partnerships we have established and maintained with our educational and community leaders and partners as we work together for the betterment of campus and community around us.

### *Integrity, Equity and Responsibility*

Our team maintains the highest ethical standards in the workplace and in the relationships, we have formed with our vendors and community.

College Goals: The Capital Projects Office supports the College Goals by providing specific support through the following means:

- Managing the Campus Construction Program and planning for future construction projects.
- Supporting the decision-making process through transparency in the project budget development process.
- Planning and communicating design and construction schedules.



## OTHER RESOURCES

Please list each position by classification in the department/program	Services Provided	Number of Hours	Overall Cost	Source of funding (General / Categorical)
Independent Contractors				
ASCIP	Owner's insurance			
A Alvarado Painting	Painting			
ADI	Fire Protection Supplies			
Ambient Environmental	Hazardous Material Abatement			
Black Rock Geosciences	Environmental Hazard Testing & Reporting			
BN Builders	Design-Build Entity			
BSE Engineering	MEP Engineering			
California Geological Survey – School Review Unit	Geotechnical Review			
Caseworx, Inc.	Furniture			
CBRE Heery	Commissioning			
City of Fullerton – Administrative Services	City Review			
Controlled Key Services	New Building Key Cores			
Crisp Imaging	Reprographics			
Critical Structures, Inc.	Furniture Structural Calculations			
CSI Fullmer	Furniture Delivery and Installation			
David Evans and Associates	Civil Engineering			
Devaney Pate Morris & Cameron LLP	Legal Counsel			
Division of the State Architect	AHJ Review			
DLR Group	Architecture			
Dovetail Decision Consultant	Furniture Coordination			
Dudek	CEQA Reporting			
Enovity	Commissioning			
Exp	MEP Engineering			
Gale Supply Co.	Custodial Equipment			
Gatehouse MSI dba McMurray Stern	Specialized Equipment and Structural Calculations			
Gatzke Dillon & Ballance	Legal Counsel			
Geotechnical Solutions Inc	Geotechnical Engineering			
Gilbert & Stearns	Electrical Contractor			
Glumac	Commissioning			
GST	AV Technology Integrator			
Haworth c/o Unisource Solutions	Furniture			
Infotox	Hazardous Material Testing, Reporting, & Specifications			
Kelly Sutherlin McLeod Architecture	Historic Architect Review			

Kimley-Horn and Associates	Civil Engineer			
King Office Services	Moving Services			
Koury Engineering & Testing	Special Testing/Lab of Record			
Krueger International	Furniture			
KT Industries				
Los Angeles Engineering	General Contractor			
MAAS Companies	Project Management			
Marx Bros Fire Extinguisher Co.	Fire Testing and Equipment			
MD Painting	Painting			
McMaster Carr Supply Co	Materials			
Monarch Environmental	Arborist			
NMK				
O'Connor Construction Management	Third Party Review of Cost Estimates and Schedules			
Multivista	Construction Documentation			
Old California Lighting	Historic Light Fixtures			
Orange County Air Conditioning	Third Party Review MEP			
Orange County Fire Protection	Fire Testing and Equipment			
Orange County Register	Public Notice			
Oxford Garden	Furniture			
P2S Engineering	MEP Engineering			
Pfeiffer Partners Architects	Architecture			
Psomas	MEP Engineering			
R & B Wholesale Distributors	Appliances			
R2A Architecture	Architecture			
Rodriguez Engineering	Structural Engineering			
RT Contractor Corp	General Contractor			
Sasco Electric	Data Cabling			
SBW Pools	Fountain Install & Service			
State Water Resources Control Board	SWPPP Review			
Stryker Sale Corporation	Stryker Chairs			
Twining Consulting	Lab of Record			
TYR	Inspector of Record			
Umstot Project and Facilities Solution	DB Consultant and Facilitator			
Vector USA	Underground Cabling			
Victor Stanley	Furniture			
Vital Inspection Services	Inspector of Record			
Westberg White	Architecture			
Volunteers				
None				
Interns				

None				
Total Hours & Costs			~\$80M	Measure J
			<b>Total FTE</b>	

2.4 Utilize the data provided in the tables above in a discussion of the appropriateness of the staffing levels of this department/office.

With the passage of Bond Measure J, a \$574 million capital improvement bond approved by voters in 2014, there has been a significant increase in the workload related to facilities planning and facilities projects. Fullerton College hired two managers to fulfill the duties to oversee the functions of managing campus project renovations and new facilities construction. A Project Manager, Campus Capital Projects started on February 1, 2017, followed by an Assistant Project Manager, Campus Capital Projects starting on May 1, 2018.

Start date for Admin Assistant March 2020 to support administrative functions (processing and tracking requisitions and invoicing, prompt document uploading, and filing.

2.5 How does this department/office serve the population of the college?

- To ensure the satisfactory that each project fulfills the instructional and recreational student needs.
- incorporate feedback from campus user groups into accurate programming and design to meet educational needs
- Successful implementation of 5-year planning which include space programming, budgeting, procurement, ...
- connect appropriate construction standards with space use to provide functional learning environments
- help to maintain and communicate achievable expectations for design and construction schedule and budget
- Implementation of the educational facilities master plan as well as providing data

2.6 Since the previous Program Review Self-Study what significant changes have occurred that impact the services of this department/office?

- Covid-19
- AOR and Seismic Retrofit Changes Bldg. 300 Renovation
- State Bonded Project Schedule Acceleration Bldg. 1100 and 1300 Performing Arts
- Turnover in several departments and MAAS.

2.7 Describe any laws, regulations, trends, policies and procedures or other influences that have an impact on the effectiveness of your department/office.

Implementation of:

- Electronic Signatures
- Virtual Meetings

- AIA Forms accepted with Electronic Signatures
- Owner Control Insurance Program Changes
- Microsoft 365

2.8 Provide any other data that is relevant to your self-study, for example, if you collected data to assess an outcome.

N/A No other data was formally collected to assess an outcome.

### 3.0 Strengths, Weaknesses, Opportunities, Challenges (SWOC)

3.1 Based on your analysis in 2.1 through 2.8, what are the strengths of your department/office?

Strengths:

- Integrity
- Professionalism
- Goals oriented
- Thorough
- Trustworthy
- Dependable/Reliable
- Timely/Responsive
- Able to summarize and communicate critical feedback and recommendations to leadership for informed decision-making

3.2. Based on your analysis in 2.1 through 2.8, what are the weaknesses of your department/office?

Weakness:

- Striving for perfection
- High expectations

3.3 Based on your analysis in 2.1 through 2.8, what opportunities exist for your department/office?

- Dabblefox
- E-Bidding
- Leverage technology
- Incorporate best practices from other colleges

3.4 Based on your analysis in 2.1 through 2.8, what challenges exist for your department/office?

- Unpredictable Market Place Conditions
- Excessive Project Competing priorities (# of projects)
- User Group Size and competing priorities
- User Group Leadership Changes
- Uncooperative Consultants
- Document Controls

### 4.0 Outcomes Assessment

**Note:** Sections 4.8 and 4.9 are new. Please review before filling out your outcomes tables below.

4.1 List your outcomes and complete the expandable table below.

	What are your program outcomes?	When was the Assessment completed?	When did you analyze the data?	When were the changes made?	Number of Cycles Completed
	Coordinate with District departments, Campus Maintenance & Operations department, architects and engineers, DSA inspectors, and contractors to ensure projects are delivered in an effective, timely and responsible manner and are in compliance with District standards, applicable laws, codes, rules, and regulations				Ongoing
	Confers with District and campus administrators regarding the building construction program and projected occupancy of facilities; serves as liaison between District administrators, construction personnel and governmental agencies staff and provide communication and feedback during the design, construction, and warranty phases of projects.				Ongoing
	Oversees and coordinates teams of outside consultants including architects, engineers, inspectors, program and/or construction management consultants, during the design and construction process to ensure projects are delivered in an effective, timely and responsible manner and are in compliance with District standards, applicable laws, codes, rules, and regulations				Ongoing
	Develops and prepares the annual preliminary budgets for assigned programs; monitors and controls budget expenditures; directs the preparation and maintenance of detailed and comprehensive reports, records and files regarding programs, operations, and activities; assures the timely preparation, maintenance, and distribution of various reports and records as required by federal, state, local and district regulations or as required by the District.				Ongoing
	Establish document control protocols for all facilities projects, from inception through design, construction, close out, and audit. Update and maintain campus and facility site and building plans for inventory purposes and annual space planning.				Ongoing



4.2 Assessment: Complete the expandable table below.

	Intended Outcomes	How will you determine if the outcome is met?	How will you collect the data?	Can this data be disaggregated at the student level?	What will the results show?
1.	Improve infrastructure of Bldgs.				
2.	Improve security of Bldgs.				
3.	Improve functionality of buildings				
4.					

4.3 How has assessment of outcomes led to improvements in services provided to students by this program?

Safe, accessible, adequate, and welcoming student environments during and after completion of construction projects.

4.4 How has assessment of outcomes led to improvements in student learning and achievement?

By providing:

- Program cohesiveness in one central location at Bldg. 2400.
- Additional Cooling and Improved reliability in Central Plant Bldg.

4.5 What challenges remain to make your department/office outcomes more effective?

- Better Data Collection and Reporting.
- Document Control
- Coordination of As-Builts and Record Drawings with departments/divisions and facilities
- Underground unforeseen conditions

4.6 Describe how the department's/office's outcomes are linked to college goals.

In addition to ensuring financial, physical, and technological resources are available to maintain necessary services and programs in new and renovated buildings impacted by Measure J and promoting transparency in the shared governance structure and decision-making processes, our department partners with vendors, academic divisions, and the community to provide student access to internships in relevant construction and design fields, the ultimate goal being on-site intern and employment opportunities for students (high impact practice). Through mitigation measures of the approved EIR, we are also responsible for protecting the campus' cultural resources.

4.7 Describe how the department's/office's outcomes support the achievement of the institution level SLOs.

Our department has provided functional permanent and swing spaces to academic and student services departments in a timely and economical manner, consolidating the humanities division into a single building and re-aligning specialized teaching spaces with their divisions and overall

goals for classroom distribution on campus using the vacated humanities spaces. We help maintain realistic expectations for physical space improvements, reducing user frustration and facilitating increased space functionality and durability (see Tech and Engineering photo department, ACT offices and computer labs in 500, BUS/CIS dean and faculty offices and computer labs, OIE, Teaching Pathways Partnership, UMOJA, VRC, etc.).

4.8 A. What methods are used to assess the department/office's effectiveness to the population that interacts with your department/office?

- Required Completion of Design Milestone Sign-off by User Groups, including faculty, staff, facilities, act, campus safety, and administration
- Verbal feedback from Facilities, users, etc.
- facilities complaints and work orders on buildings within the building warranty period
- Unsolicited Referrals to our department from other divisions (dean's staff, faculty)

B. What do the results of the above methods of assessment indicate about the effectiveness of the department/office?

- The humanities department is overwhelmingly positive about their new building.
- Items that have required attention during the warranty period include temperature control in rooms with operable windows, door hardware, fountain functionality, and mechanical systems programming. All issues have either been addressed or are in the process of being addressed in partnership with Facilities.

C. How were the assessment results used to make improvements to services provided by this department/office? Please provide examples.

- Ongoing feedback about building operation is incorporated into new building design and standards for future use, resulting in higher quality, accessibility, reliability, and durability of new and renovated facilities (ADA push buttons at all main entries and restrooms, gender neutral restrooms in every facility, door hardware (continuous hinge manufacturer) etc.).
- Design and construction culture on campus has shifted to one of collaboration and incorporation of user feedback as feasible within the confines of budget and schedule. Previous expectation of campus stakeholders was that project management would ally with architects and

4.9 At least one outcome listed in 4.1 should address the following:

A. List the outcome that focuses on individual student learning or actions.

N/A Outcomes of this department can be measured through faculty and staff success in their physical space, but is not able to be clearly broken into individual student learning outcomes.

B. Identify methods to assess outcomes in such a way that the data can be disaggregated.

N/A per reasons above

C. Identify a process for using outcome assessment data to improve your department's/office's services.

N/A see above

D. Identify a process for assessing outcomes and collecting data that can be used to build dashboards (where applicable).

N/A While dashboards could be used to monitor items like budget and schedule, individual student outcomes would be difficult to assess for our department

#### 4.10 Outcomes Equity Analysis

A. Looking at the one outcome from 4.9, do you find significant differences by race, ethnicity, gender, and other categories? Describe here what the data shows. What strategies will you use to close the attainment gaps among groups of students? What kinds of professional learning would help?

a. N/A Data cannot be collected and as such cannot be disaggregated.

## 5.0 Evaluation of Progress Toward Previous Strategic Action Plans

5.1 List the strategic action plans from your last self-study/program review.

1. Prioritize the College's facilities master plan.
2. Implement new construction and renovation project approval process that is inclusive and transparent.
3. Work with R2A Architecture to complete the renovation project of the 300/500 buildings, working with the design/build team of BNBuilders and RNT architects to complete the design and construction of the new Instructional Building to house the Humanities Division Office faculty and staff, and complete the Central Plant Expansion project.
4. Work with Dudek, to complete the Sherbeck Field improvements EIR, including the addition of lighting, seats, and a scoreboard.
5. Develop college-specific Facilities Design Standards for Fullerton College in the areas of architectural development, mapping and design, signage and wayfinding signs, restroom and janitorial layouts, mechanical room layouts, as well as exterior facilities standards such as landscaping, finishes, plumbing, and HVAC.
6. Create a set of Campus-wide Security Standards to be used on all future projects, including the new Instructional Building, and to update existing buildings when funding is available. This holistic approach will examine camera access, door controls, keying, access control, and fire alarms. The first meeting with this team is scheduled for November 19, 2018.
7. Develop furniture standards to be implemented throughout the District both in our existing building remodels and future renovated and new construction buildings.

5.2 Describe the level of success and/or progress achieved in the strategic action plans listed above.

1. Prioritize the College's facilities master plan.
  - i. The EIR for the campus facilities master plan was approved 2017. The master plan was updated with no changes to the EIR in July 2020 ([nocccd\\_fullerton\\_booklet\\_76246.pdf](#)).

- ii. Of master plan identified projects, the 300/500 Replacement Sewer Line, Humanities Instructional Building, and Lot 3 Central Plant have completed design and construction. 300, M&O, and Chapman Newell are in DSA. Performing Arts is in design.
  - iii. Utility master plan also completed end of 2017 to inform campuswide utility upgrades.
  - iv. Includes feasibility studies for TES, HHW, chilled water lines, and other campuswide service improvements
- 2. Implement new construction and renovation project approval process that is inclusive and transparent.
  - i. PBSC passed a building user group selection process that, combined with bond management milestone sign-off sheets, ensure that building users and stakeholders have the opportunity to review building designs prior to submission to DSA for permit review.
  - ii. Work with R2A Architecture to complete the renovation project of the 300/500 buildings, working with the design/build team of BNBuilders and RNT architects to complete the design and construction of the new Instructional Building to house the Humanities Division Office faculty and staff, and complete the Central Plant Expansion project.
  - iii. Due to a variety of factors, including the COVID-19 pandemic, the construction of 300/500 was modified to include 300 only and incorporate a full seismic upgrade. Those updated designs are scheduled to return to DSA for review early 2023.
  - iv. The new Instructional Building and Central Plant Expansion (which became Central Plant Replacement) have been completed.
- 3. Work with Dudek, to complete the Sherbeck Field improvements EIR, including the addition of lighting, seats, and a scoreboard.
  - i. Sherbeck Field Improvements EIR was approved by the board 2019. Construction of the field improvements started June 2022 with projected completion in early 2023. Project scope does not include a scoreboard.
- 4. Develop college-specific Facilities Design Standards for Fullerton College in the areas of architectural development, mapping and design, signage and wayfinding signs, restroom and janitorial layouts, mechanical room layouts, as well as exterior facilities standards such as landscaping, finishes, plumbing, and HVAC.
  - i. FC Standards were finalized and released on the following dates:
    - a. Design and Construction December 12/18/2020.
    - b. First revision in progress for completion by 12/31/2022 and use in new Welcome Center.
- 5. Create a set of Campus-wide Security Standards to be used on all future projects, including the new Instructional Building, and to update existing buildings when funding is available. This holistic approach will examine camera access, door controls, keying, access control, and fire alarms. The first meeting with this team is scheduled for November 19, 2018.
  - i. FC Standards were finalized and released on the following dates:
    - a. A/V
    - b. Network
  - ii. Security and Access

2. Develop furniture standards to be implemented throughout the District both in our existing building remodels and future renovated and new construction buildings.
  - i. Furniture and interior space standards were completed and posted to the District website ([NOCCCD | District-Wide Furniture Standards](#))

5.3 How did you measure the level of success and/or progress achieved in the strategic action plans listed above?

We measured the success in each of these areas based on progress toward completion of a final deliverable, whether it be a document, like standards, or completed building, like 2400 or the central plant.

5.4 Provide examples of how the strategic action plans in the last cycle contributed to the continuous quality improvement of your department/office.

Our department has used the last cycle to improve communication and coordination with campus stakeholders, especially focused on internal partners including campus safety, ACT, and facilities.

Accumulated Facilities planning and feasibility studies have helped to inform leadership decision-making.

Finalized standards have been used to create a baseline for building equipment and operation and continue to be tweaked by facilities to maximize efficiency and durability.

5.5 In cases where resources were allocated toward strategic action plans in the last cycle, how did the resources contribute to the improvement of the department/office?

Projects would not have been completed to the level of success without an in-house capital projects staff. FC capital projects was able to prioritize the goals of the college throughout the design and construction process, streamlining communication and centering customer service to ensure users received the support and product they desired within the boundaries of the budget and schedule.

Internal staff is able to focus on the best interests of the college and foster trusting, collaborative relationships with campus staff and faculty.

5.6. If funds were not allocated in the last review cycle, how did it impact your department/office?

N/A

## 6.0 Strategic Action Plans (SAP)

Using the tables below, list the strategic action plans (SAPs) for your program. These plans should follow logically from the information provided in the self-study. Use a separate table for each SAP.

SAPs for this three-year cycle:

STRATEGIC ACTION PLAN # 1	
Strategic Action Plan Name:	Successful Implementation of the 5-year Capital Plan.

List College goal/objective the plan meets:	<p>College Goal #: <b>COMMIT TO ACCOUNTABILITY AND CONTINUOUS QUALITY IMPROVEMENT</b></p> <p>Fullerton College will continually improve operational efficiency and effectiveness to ensure delivery of high quality instructional and support programs.</p> <p>Objective #:</p> <ul style="list-style-type: none"> <li>Promote transparency in the shared governance structure and decision-making processes</li> <li>Ensure financial, physical, and technological resources are available to maintain necessary services and programs</li> </ul>
Briefly describe the SAP, including title of person(s) responsible and timeframe, in 150 words or less.	Fullerton College's Campus Capital Projects Department is responsible for the successful execution of the College set 5 years design and construction plans which includes Bldg. 300 modernization, Music Drama Complex (Bldg. 1100-1300 Replacement), New Chapman Newell Instructional Bldg. and New Maintenance and Operations Bldg. among other projects within 2022-23 fiscal year through 2027-28. Maximize each individual project's value while reducing the cost and implementing lessons learned. Implement project management controls for cost, budget, schedules, and scope change.
What <i>Measurable Outcome</i> is anticipated for this SAP?	Individual Projects delivery within corresponding period and assigned budget.
What specific aspects of this SAP can be accomplished without additional financial resources?	Most of the five-year plan can be executed with existing staffing. However, as a result of delays in 300 design and construction and acceleration of the Music-Drama Complex, contract construction management support will likely be needed for at least one of these projects, with a majority, if not all, of the funding originating from state bond funds.

If additional financial resources would be required to accomplish this SAP, please complete the section below. Keep in mind that requests for resources must follow logically from the information provided in this self-study.

Type of Resource	Requested Dollar Amount	Potential Funding Source
Personnel		
Facilities		
Equipment		
Supplies		
Computer Hardware		
Computer Software		
Training		
Other		
<b>Total Requested Amount</b>		

**STRATEGIC ACTION PLAN # 2**

Strategic Action Plan Name:	Maintain accurate and updated campus standards.
List College goal/objective the plan meets:	College Goal #: COMMIT TO ACCOUNTABILITY AND CONTINUOUS QUALITY IMPROVEMENT Fullerton College will continually improve operational efficiency and effectiveness to ensure delivery of high quality instructional and support programs. Objective #: <ul style="list-style-type: none"> <li>Promote transparency in the shared governance structure and decision-making processes</li> <li>Ensure financial, physical, and technological resources are available to maintain necessary services and programs</li> </ul>
Briefly describe the SAP, including title of person(s) responsible and timeframe, in 150 words or less.	It is the College intent to maintain the recently created College Design Standards updated and accurate. These Standards include Architectural, finishes, Telecom. IT, Fire Alarm, Mechanical, Electrical, Plumbing & Building Management System AV, security, Interior space, and FF&E ensures that new design and renovation are done in harmony to the rest of Campus, maximize efficiency, reduce redundancy, and waste and provide best life cycle usage.
What Measurable Outcome is anticipated for this SAP?	IT, Telecom & security will be reviewed and update on a yearly basis to maintain the Standards up to the latest technologies while the rest will be reviewed and update once each two years
What specific aspects of this SAP can be accomplished without additional financial resources?	N/A

If additional financial resources would be required to accomplish this SAP, please complete the section below. Keep in mind that requests for resources must follow logically from the information provided in this self-study.

Type of Resource	Requested Dollar Amount	Potential Funding Source
Personnel		
Facilities		
Equipment		
Supplies		
Computer Hardware		
Computer Software		
Training		
Other		
<b>Total Requested Amount</b>		

### STRATEGIC ACTION PLAN # 3

Strategic Action Plan Name:	Complete design and construction of Wilshire Chiller Plant Relocation, Music/Drama Complex, and Lot 10 Improvements. <b>Update campus utility feasibility studies</b>	
List College goal/objective the plan meets:	College Goal #: <b>COMMIT TO ACCOUNTABILITY AND CONTINUOUS QUALITY IMPROVEMENT</b> Fullerton College will continually improve operational efficiency and effectiveness to ensure delivery of high quality instructional and support programs. Objective #: <ul style="list-style-type: none"> <li>• <b>Promote transparency in the shared governance structure and decision-making processes</b></li> <li>• <b>Ensure financial, physical, and technological resources are available to maintain necessary services and programs</b></li> </ul>	
Briefly describe the SAP, including title of person(s) responsible and timeframe, in 150 words or less.	<b>Maintain relevant campus utility feasibility studies to inform project priority and scheduling, maximize existing systems, and reduce rework.</b>	
What <i>Measurable Outcome</i> is anticipated for this SAP?	<b>Coordinated utility systems that connect seamlessly to new and renovated buildings.</b>	
What specific aspects of this SAP can be accomplished without additional financial resources?	<b>N/A</b>	
If additional financial resources would be required to accomplish this SAP, please complete the section below. Keep in mind that requests for resources must follow logically from the information provided in this self-study.		
<b>Type of Resource</b>	<b>Requested Dollar Amount</b>	<b>Potential Funding Source</b>
Personnel		
Facilities		
Equipment		
Supplies		
Computer Hardware		
Computer Software		
Training		
Other		
<b>Total Requested Amount</b>		

## 7.0 Long Term Plans

Describe the long-term plans (four-six years) for your program. Please consider future trends in your narrative. Identifying financial resources needed for these plans is optional.

1. **Complete design and construction of Welcome Center.**
2. **Implement Dabblefox for campus planning and fusion update purposes.**
3. **Create and maintain a complete and functional plan room.**

## 7.1 Describe in detail your need for additional resources as listed above (if applicable)



N/A

## 8.0 Self-Study Summary

This section provides the reader with an overview of the highlights, themes, and key segments of the self-study. It should not include new information that is not mentioned in other sections of this document.

Since being established, the FC Capital Projects department has successfully shifted campus perception of the design and construction process to one of communication and collaboration to maximize student, faculty, and staff support. We have moved quickly to formalize and implement the campus Facilities Master Plan, resulting in completion of the Humanities Instructional Building, Lot 3 Central Plant, 300/500 Sewer Line Replacement, campus standards for space design, signage, and equipment, and numerous feasibility studies. Despite the challenges of COVID-19, the department continues to make progress toward completion of the overall Facilities master plan in support of college goals, and continuously incorporates user feedback into facility design using a transparent and open process that results in high levels of facility usability and customer satisfaction.

## 9.0 Publication Review

Fullerton College is committed to assuring integrity in all representations of its mission, programs, and services. As such, during the program review self-study process departments/offices are required to document their publications (websites, brochures, magazines, pamphlets, etc.) that are used to promote programs and services to the campus community and community at-large. This review should specify when the publication was last reviewed, if the information in the publication is accurate, and if the information correctly represents the college's mission, programs, and services.

Information on the college's graphic standards is available here: <http://news.fullcoll.edu/campus-communications/web-help/graphics/>.

In the far-right column please provide the URL where the publication can be accessed. If it cannot be accessed via the Internet, please provide a sample of the publication with your program review self-study. If you have any questions about what type of publication should be included, please contact Lisa McPherson, Director of Campus Communications at [lmcpheron@fullcoll.edu](mailto:lmcpheron@fullcoll.edu).

For publications that you have identified as inaccurate, please provide the action plan for implementing corrections below.

Publication	Date last reviewed	Is the information accurate?	URL of publication
<a href="#">Capital Projects Home   Vice President of Administrative Services (fullcoll.edu)</a>	10/28/2022	Yes	<a href="https://vpas.fullcoll.edu/home/campus-projects-home/">https://vpas.fullcoll.edu/home/campus-projects-home/</a>


## Routing & Response Page

Originator → IMS → Program Review Chair → Appropriate President's Staff Member

**Originator:** *Electronically submit completed Program Review to Division Dean/IMS for review.*

**Appropriate Immediate Management Supervisor (IMS):** *Select one and provide response if necessary. Forward electronically to appropriate Vice President's Office.*

### RESPONSE

Printed name of IMS

Title

Date

*I concur with the findings contained in this Program Review.*

*I concur with the findings contained in this Program Review with the following exceptions (include a narrative explaining the basis for each exception):*

*Area of exception:*

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*I do not concur with the findings contained in this Program Review (include a narrative explanation):*

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**Appropriate President's Staff Member:** *Print Program Review, sign, and route both hard copy and electronic version to Program Review Chair.*

### ACKNOWLEDGING RECEIPT

Printed Name

Signature

Title

Date



# Fullerton College Mission Statement

## MISSION

Fullerton College advances student learning and achievement by developing flexible pathways for students from our diverse communities who seek educational and career growth, certificates, associate degrees, and transfer. We foster a supportive and inclusive environment for students to be successful learners, responsible leaders, and engaged community members.

## VISION

Fullerton College will transform lives and inspire positive change in the world.

*Approved by Fullerton College  
President's Advisory Council and  
accepted by President Schulz  
May 2017.*

## VALUES

### Community

We promote a sense of community that enhances the well-being of our campus and surrounding areas.

### Diversity

We embrace and value the diversity of our entire community.

### Equity

We commit to equity for all we serve.

### Excellence

We honor and build upon our tradition of excellence.

### Growth

We expect everyone to continue growing and learning.

### Inclusivity

We support the involvement of all in the decision-making process.

### Innovation

We support innovation in teaching and learning.

### Integrity

We act in accordance with personal integrity and high ethical standards.

### Partnership

We work together with our educational and community partners.

### Respect

We support an environment of mutual respect and trust that embraces the individuality of all.

### Responsibility

We accept our responsibility for the betterment of the world around us.