

2024-25 Facilities Steering Committee Self-Assessment Survey Report

INSTITUTIONAL RESEARCH & PLANNING

Why this Self-Assessment?



To **implement continuous self-assessment** as it is a need recognized and respected by our participatory governance framework



To **create, adjust, and/or update the committee's** governance, decision-making, and communication **processes**



To help committee members **formalize recommendations for change and their implementation**

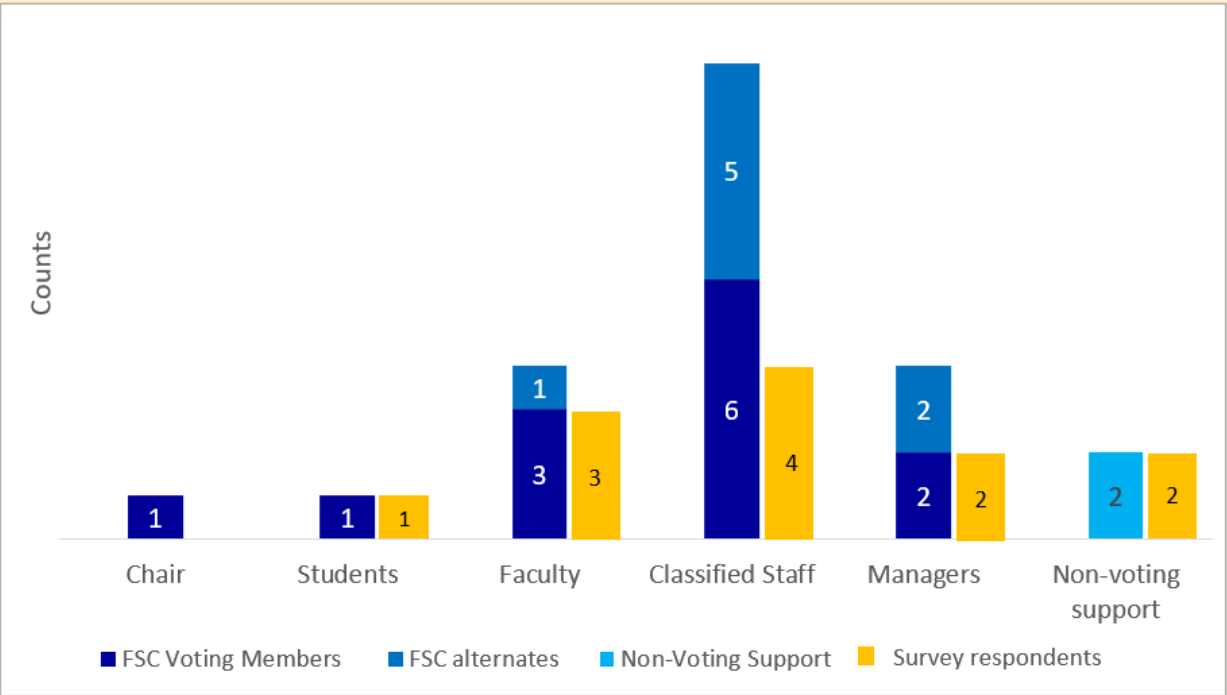
*Participatory governance recognizes and respects **the need for continuous self-assessment**. The committees' processes of governance, decision-making, and communication are **formally assessed at the end of every year**. **Committees use results to create, adjust and/or update these processes**. **Committee members commit to formalize recommendations for change and their implementation** (Participatory Governance, Planning & Decision-Making Handbook, p. 6).*

Response Rate: 52% (12 out of 23)

- The survey was **inadvertently sent to alternates**, so the response rate had to include them.
- As a result, the **response rate does not reflect the exact proportion between survey respondents and voting members (+ support)**.
- Looking only at the blue and yellow bars:
 - **Students, faculty, and managers were fully represented.**
 - **Classified staff were strongly represented**, with 4 out of 6 responding.
 - **FSC support colleagues** were also **fully represented** (last pair of bars).



Survey Participation by Role



Monthly Time Spent on Committee Work

Most respondents: 0-1 hour a month

Key Strengths

MULTIPLE CHOICE QUESTIONS

Facilities Steering Committee's Strengths



Most respondents (10/12) Prepared participation

- Reviewed materials in advance and felt adequately trained



Most respondents (10/12) Informed contributions

- Expressed informed opinions, asked questions, and considered institution-wide needs in recommendations



Most respondents (9/12) Reliable attendance

- Attended and participated in meetings or arranged a proxy when unavailable



Most respondents (8/12) Accountability

- Fulfilled their responsibilities (e.g., voting to represent their constituency, offering expert insights, etc.).

Accomplishments

OPEN-ENDED QUESTION

Facilities Steering Committee's Accomplishments



Governance

- Committee meeting consistency and facilities updates was established under the previous chair
- Current chair's leadership: well-run meetings, clear briefings, and active use of member feedback

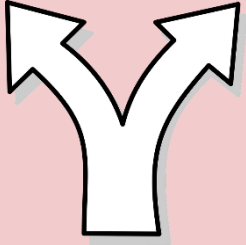


Facilities Implementation

- Adding the project softball field replacement into the budget
- Deciding on the child development center demolition
- Free speech/ small message boards around campus

Areas Needing Improvement based on Multiple Choice Responses

Facilities Steering Committee's Areas of Improvement



Mixed perceptions about exploring divergent views

- 5 answered disagree, 4 agree, 2 neutral, and 1 IDW when asked about opposing perspectives being considered



Mixed experience with consensus-building

- 6 answered agree, 4 neutral, and 2 disagree when asked about experiencing common understanding



Mixed perceptions on openness to change/innovation

- 5 answered agree, 3 neutral, and 4 disagree when asked about the FSC welcoming change/innovation



Split perceptions about the FSC valuing sharing ideas

- 7 answered agree, 4 disagree, and 1 IDW when asked about the FSC valuing sharing ideas

Note: No answers were provided to the chair's responsibilities questions

Facilities Steering Committee's Areas of Improvement



Mixed experience with respectful discussion

- 7 answered agree, 2 neutral, and 3 disagree when asked about respectful problem-solving



Meeting visibility unclear

- 4 answered IDW when asked about how/where the FSC meetings and minutes are publicized



Inconsistent experience with using multiple communication modalities

- 4 answered agree, 2 neutral, 2 disagree, and 4 IDW when asked about communication among members and FSC updates to the campus



Lack of assessment and implementation

- Several respondents (5) perceive lack of self-assessment on how the committee operates
- Half of the respondents (6) do not see implementation of the FSC recommendations for change



Facilities Steering Committee's Areas of Improvement



Inconsistencies in recommendations to College Council

- 5 answered agree, 4 disagree, and 3 stated IDW when asked about bringing FSC items forward to the Council



Mixed experience with communicating constituent's needs & sharing FSC updates

- Some respondents feel they represented and reported back reliably, while others were unsure or did not experience consistent reporting to their constituents (5 agree, 4 neutral, 3 disagree)



Inconsistent engagement in goal development/self-assessment & awareness of FSC charge and outcomes

- Half of the respondents report strong involvement, but 4 did not, pointing to uneven onboarding or visibility of the committee's charge and goals

Facilities Steering Committee's Areas of Improvement



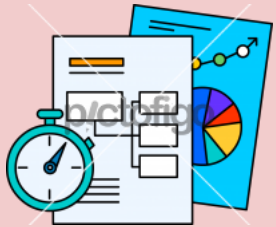
Fragmented practice on shared cross-committee updates

- Cross-committee information flow is inconsistent, with unclear norms about what, when, and how to share (3 agree, 4 neutral, 4 disagree)



Mixed perceptions about facilitating communication between constituency & FSC
Expectations and ways to bridging communication seem uneven or unclear across respondents (4 agree, 5 neutral, 3 disagree)

Lack of involvement and uncertainty about FSC's role on planning processes



CIP/Strategic Plan

- 3 selections
- Rated FSC role as 4 "Very Effective/Effective", 2 "Ineffective" & 4 "I don't know"

Other Plans (SEM, SEA, EEO, etc.)

- 2 selections
- Rated FSC role as 2 "Very Effective/Effective", 1 "Somewhat Effective", 2 "Ineffective" & 5 "I don't know"

Areas Needing Improvement Mentioned by Respondents

Facilities Steering Committee's Areas of Improvement



Project Delivery & Infrastructure

- Following up on the Music & Theatre building rescope Public Safety Training Center timeline, and roofing project completion
- Softball field
- Finish modular village

Governance & Decision-Making Process

- Exclusion from planning: FSC has no meaningful role in shaping large projects; external firm (Alma) makes major decisions
- No clear mechanism for campus-generated ideas to reach Cabinet
- Better process for future planning
- Make the Committee's role more meaningful: currently hears the same presentations as other venues and doesn't shape decisions
- While there are recent improvements under the current chair, more is needed for a valuable, participatory role



Campus Operations & Maintenance Planning

- Grounds, custodial, and maintenance functions lack a coordinated campus plan



Committee Clarity & Communication

- Find out what the committee really does; members mostly receive updates on decisions already made

Inclusive Planning & Stakeholder Engagement

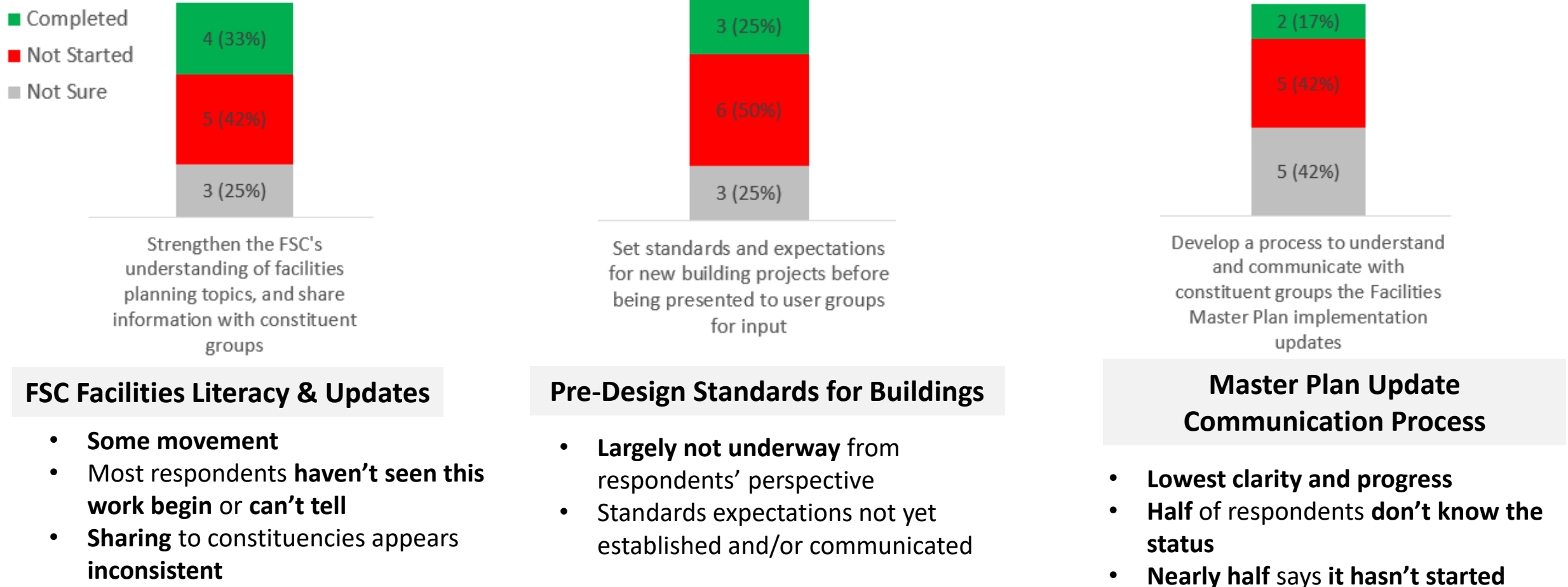
- If pursuing a new facilities bond, form an expanded, temporary taskforce (starting with FSC members) to guide early planning
- Engage invested stakeholders early (faculty, staff, managers, students) so decisions are informed by those who know and care about the college
- Campus community ideas should be invited ("you might be surprised what bubbles up")



Facilities Steering Committee's Goals

MULTIPLE CHOICE QUESTION

- Across all goals, **few respondents reported completion** (2–4 people each).
- “Not started” or “not sure” dominates, signaling **limited progress and/or low visibility into work status**

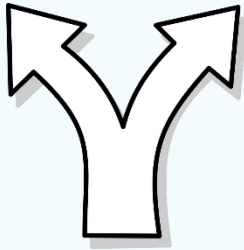


Suggested Follow-Up Actions

Disclaimer

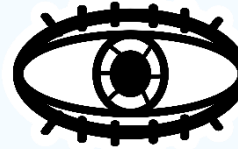
- The follow-up actions included in this report are offered as **suggestions for consideration only**.
- They are intended to **highlight potential opportunities, spark discussion**, and support the FSC in determining their own priorities.
- These actions are **not prescriptive, nor do they imply directives**.
- **The FSC holds full autonomy to review, adapt, or disregard the suggestions.**

Suggested Follow-Up Actions



Divergent Views Check

- What about the FSC considering structured opportunities to make space for different perspectives for any decision/recommendation item?



Meeting Visibility

- Could the FSC post a note at the top of each meeting agenda: “Meetings and minutes are in BoardDocs”?



Decision & Follow-Through Log

- For each decision/recommendation, what about doing the following?
 - What was decided
 - Owner(s)
 - Next step
 - Due date
 - Status
- Review at the start of each meeting?

Suggested Follow-Up Actions (2)



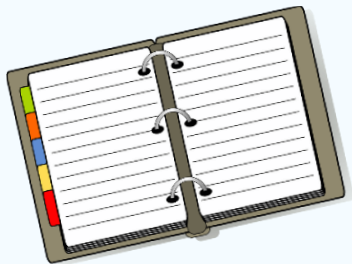
Planning Processes

- What about the FSC discussing its role in the college's planning processes?



End-of-Meeting Recap

- Could the FSC provide a short recap of what happened during the meeting, and recommendations/decisions made?



Additional Agenda Items

- What about adding two standing agenda items: a constituent's spotlight and cross-committee report-outs, when relevant?



Progress on Goals

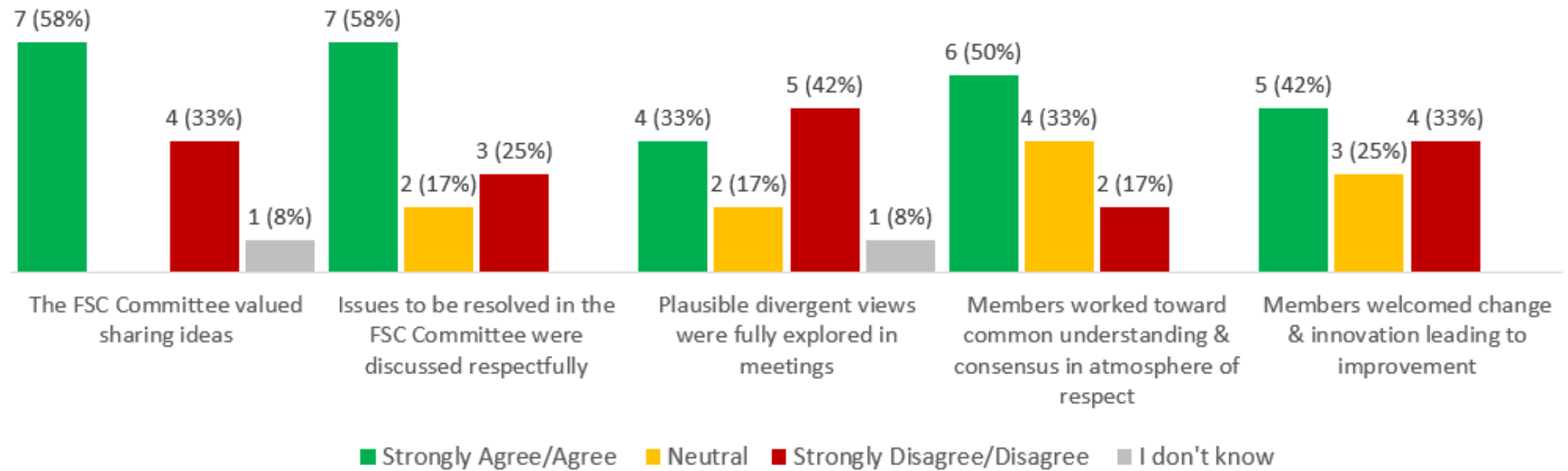
- Would it be useful to set a goals-check every month?
- Would it be useful to discuss any structural or cultural barriers to make progress on goals?

Detailed Data Charts

Genuine Collaboration & Responsible Participation

5 QUESTIONS

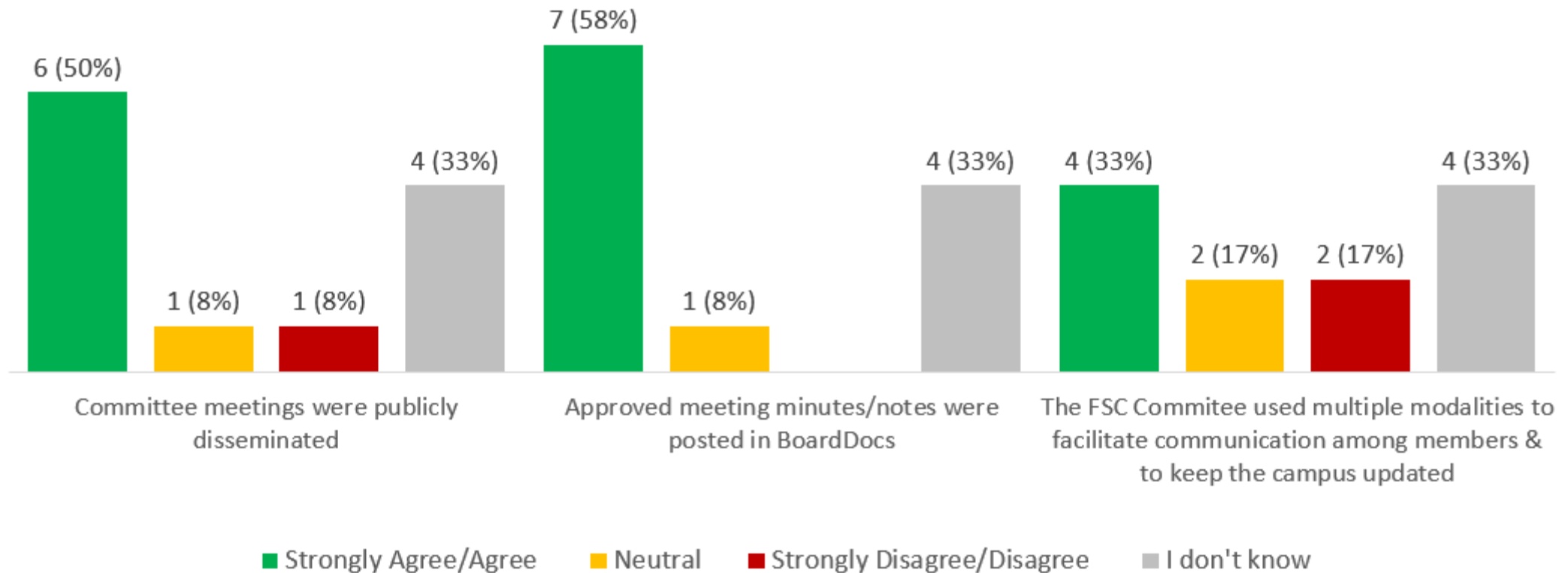
Facilities Steering Committee: Genuine Collaboration & Responsible Participation



Transparency

3 QUESTIONS

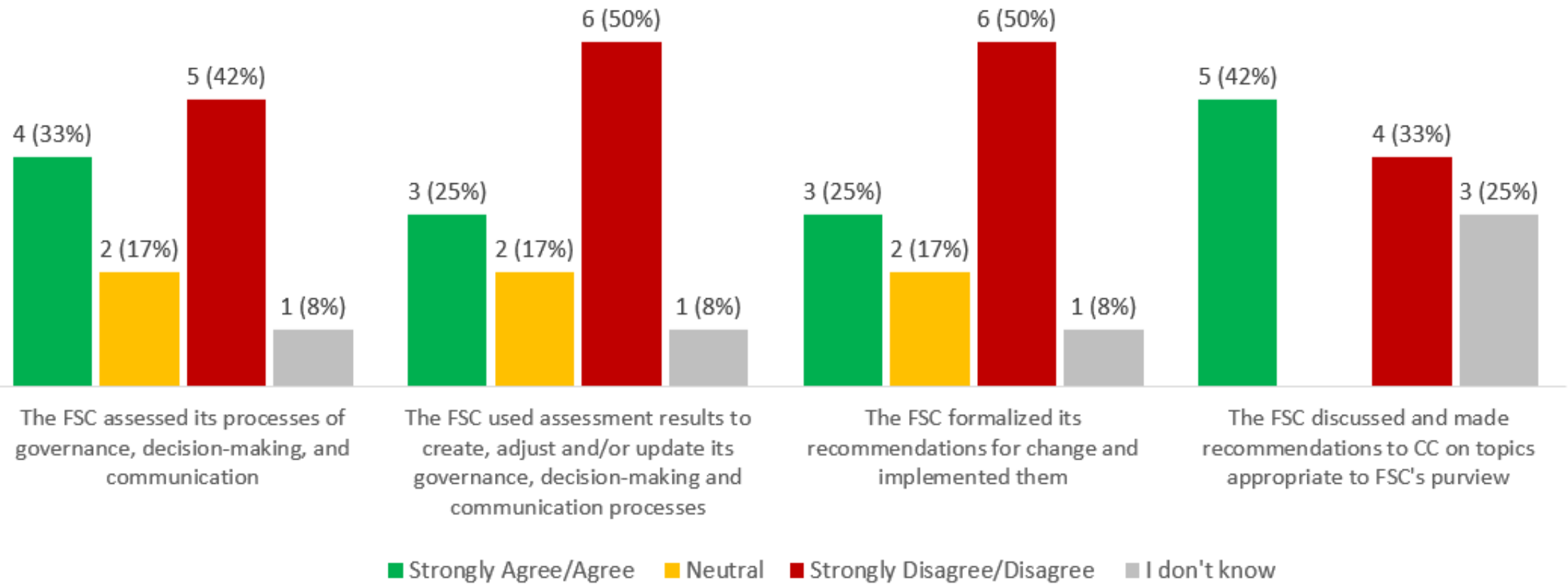
Facilities Steering Committee: Transparency



Committee Governance, Decision-Making & Communication Processes

4 QUESTIONS

Facilities Steering Committee: Governance, Decision-Making & Communication Processes

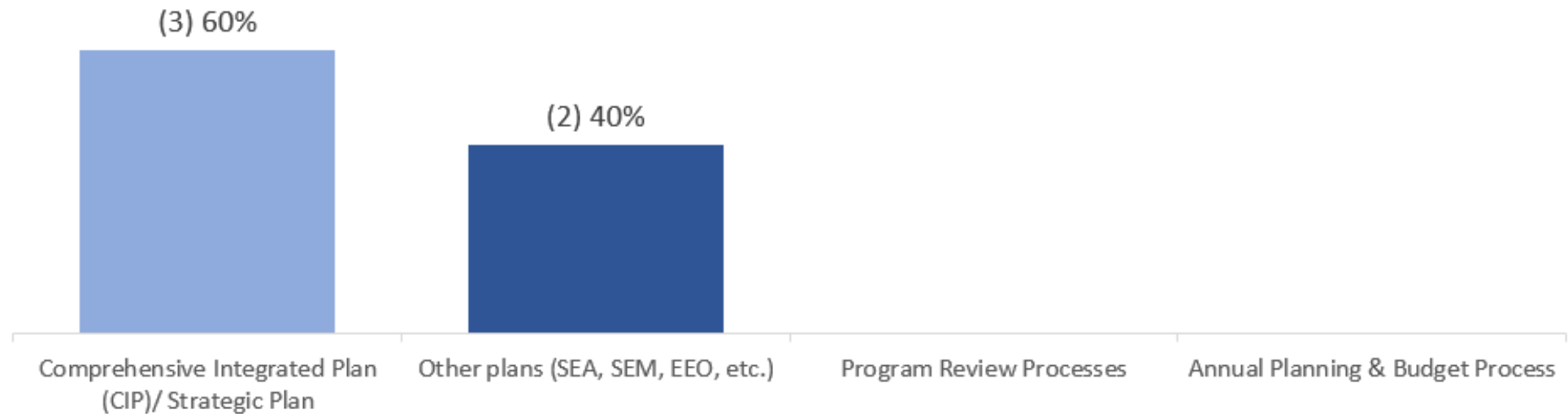


Assessment of Facilities Committee's Role on Planning Processes

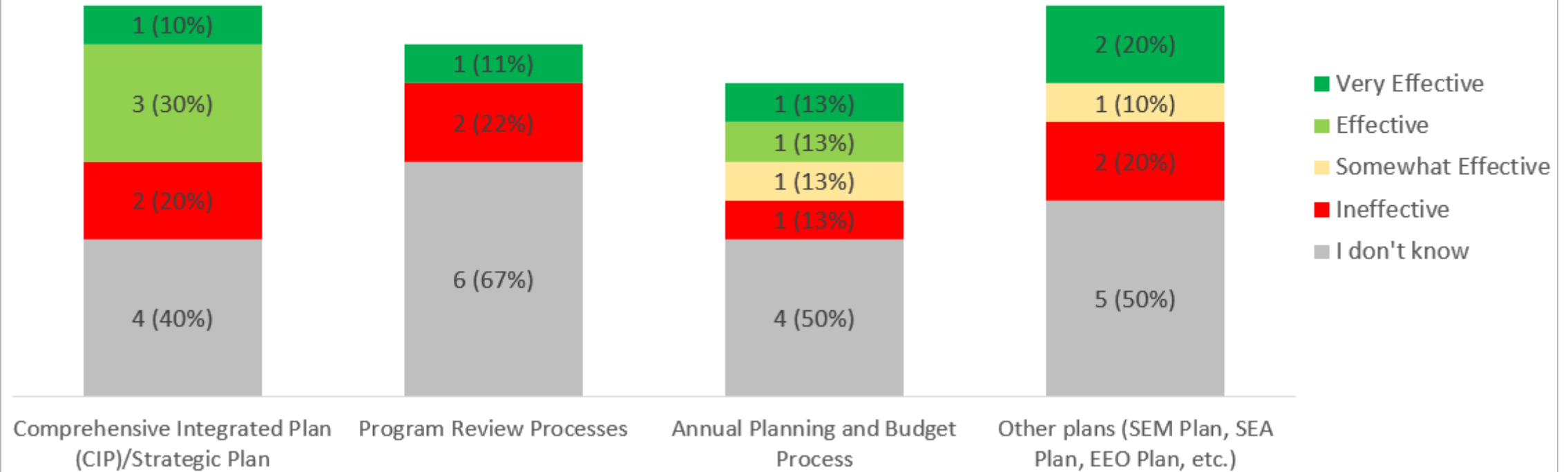
8 QUESTIONS

Respondents' Perception on Facilities Steering Committee's Level of Involvement on Planning Processes

Count of Times a Process Was Selected



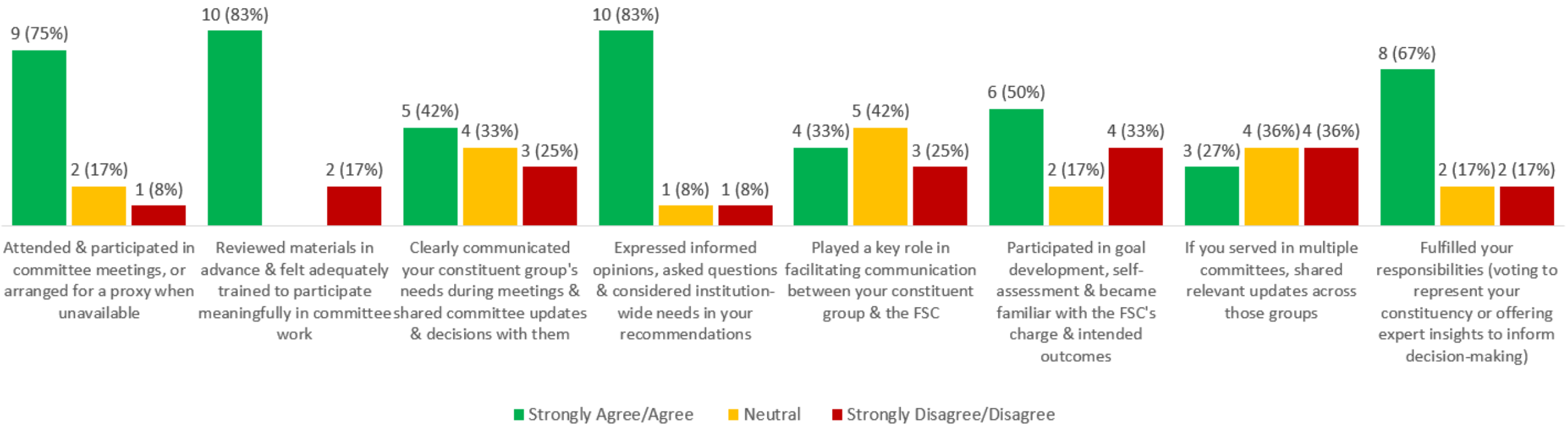
Assessment of Facilities Steering Committee's Role on Relevant Planning Processes



Committee Members' Responsibilities

8 QUESTIONS

Facilities Steering Committee Members' Responsibilities



Chair's Responsibilities

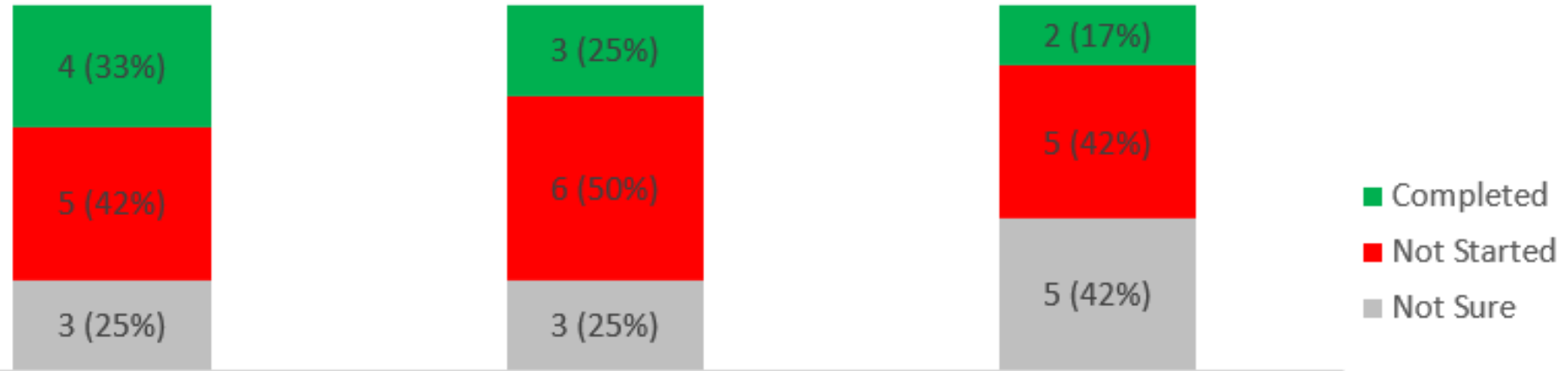
8 QUESTIONS

No answers were provided to the
Chair's responsibilities questions

2024-25 Facilities Steering Committee's Goals Assessment

3 QUESTIONS

Facilities Steering Committee: Completion of Goals



Strengthen the FSC's understanding of facilities planning topics, and share information with constituent groups

Set standards and expectations for new building projects before being presented to user groups for input

Develop a process to understand and communicate with constituent groups the Facilities Master Plan implementation updates

Accomplishments Mentioned by Respondents

- Deciding on the Child development Center Demolition
- Adding the Project Softball Field Replacement into the budget
- Free Speech/ Small message Boards around campus
- When the previous chair began to lead the committee, we began to meet consistently and received thorough updates.
- The current chair led the last couple of meetings, and it continues to improve. He thoroughly informs the committee and has begun to ask the committee for feedback and uses that feedback.

Improvements Mentioned by Respondents

- Following up on the Music & Theatre Building Rescope, Public Safety Training Center Timeline, and Roofing Project Completion
- Softball field
- Finish Modular Village
- Grounds, custodial and maintenance functions on campus: there is no coordinated plan for these components on campus.
- Finding out what the committee really does. All we usually get is an update on what decisions have been made.
- Exclusion from Planning Process: the Facilities Steering Committee currently has no meaningful role in shaping large-scale construction plans. These decisions are unfortunately made by an external consulting firm (Alma) that lacks deep knowledge of our campus and has no personal or professional investment in our college community.
- By the time the external consulting firm (Alma) plans reach the committee for review, major decisions with long-term impact have already been made.
- There is no clear mechanism for campus-generated ideas to reach Cabinet, where it appears final decisions are made.
- It is disappointing that the College pays an outside company to develop critical plans without first engaging the campus community, faculty, staff, and managers who are deeply committed to students and the college's success.
- Better Process for Future Planning.
- If the district seeks a new facilities bond, I strongly recommend forming an expanded, temporary taskforce starting with members of the Facilities Steering Committee to guide initial planning discussions. This inclusive approach would allow the campus community to share innovative, thoughtful ideas.
- While Cabinet and the Board will ultimately make final decisions, involving invested stakeholders early in the process ensures those decisions are informed by people who truly understand and care about the college.
- You might be surprised by the good ideas that will bubble up from our campus community.
- Make the Committee's role more meaningful: because the committee basically hears the same presentations that are made in other venues and we are not meaningfully shaping decision-making, there is little to report to our constituents.
- While we've seen some recent improvements under the current chair's leadership, more can be done to ensure the committee plays a valuable, participatory role in shaping campus decisions.

