

Policy Manual



Title: Planning of Sites, Educational and Ancillary Facilities	Number: <div style="text-align: center; font-weight: bold;">6Hx2-7.03</div>
Legal Authority: <i>Fla. Statutes 235; 240.327(1);</i> (2)1001.64;1001.65;1013.36;1013.40 <i>Fla. St. Bd. of Ed. Admin. Rules 6A-2.0111; 6A-14.0262(10)2.0010;</i>	Page: <div style="text-align: center;">1 of 2</div>

GENERAL STATEMENT

In order to provide a safe The purpose of this policy is to outline the process to identify and request new remodel, and renovated educational and ancillary spaces for Broward College. The policy will ensure that spaces are safe, functional and sustainable learning environments. Broward College, in compliance with Florida Statute, will work with state and local agencies and municipal governments to identify educational needs and trends and the need for reassessing the Colleges facilities as well as those available in the community in order to meet this demand.

This policy also insures that the College meet its reporting and forecasting requirements concerning student enrollment and facility occupancy in order to determine Broward College's need for additional or renovated space.

Sites. Standards for sites are prescribed by *Florida Statutes*, Chapter 235-19-1013.36, and no site will be acquired for use until it ~~has been approved~~ as meets minimum standards and is approved by the Commissioner of Education. Public funds shall not be expended for ~~additional~~ the purchase of real property without specific approval of the Legislature.

Facilities. The need for College facilities shall be established determined by the Educational Plant Survey, submitted every five years, conducted pursuant to *Florida Statutes*, Chapter 235 1013.40. The Educational Plant Survey is submitted to the Department of Education every five years. The Plant Survey is a systematic study and evaluation of existing educational plants and it determines future plant needs to accommodate educational programs and services for students. The Plant Survey is generated based on the input of all College representatives.

The Capital Improvement Plan (CIP) is submitted to the Department of Education every year. The report is typically due the first week in August will be submitted annually in compliance with State requirements. This report identifies the funding requests for all capital projects, new construction, remodel, renovation, and site improvements. This plan is generated based on the input of all College representatives.

Facilities recommended for new construction, remodel, renovation and site improvements by such survey must be approved by the State Board of Education, and projects must be constructed according to the provisions of Chapter 235- 1013.40 and *Florida State Board Education Administrative Rules*. Surveys, planning, employment of architects and consultants, funding, supervision, and construction of Broward Community College facilities shall be in accordance with applicable laws and regulations and policies. Every new facility will be constructed, equipped, and maintained to insure pleasant, healthful, safe, sustainable, functional, and attractive facilities.

AGENDA ITEM VII - I

AUG 25 2009

ENCLOSURE 1

History: Revised as Policy; Revised on April 2009			
Approved by the Board of Trustees	Date 00/00/00	President's Signature	Date 00/00/00

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Physical Plant. The President shall recommend to the Board of Trustees a work force equipped (1) to perform necessary maintenance, operation, and repair for the physical plant at each campus/center location and (2) to provide necessary health and sanitation programs which will insure the health and safety of all College employees, according to the provisions in College policy 6Hx2 – 7.11.

The Vice President for of Facilities and College Services shall ensure that all facilities constructed from any fund source meet the standards set forth in the Florida Building Code current edition and approved amendments, which includes the State Requirements for Educational Facilities. The President is authorized to establish any procedures required to meet those standards.

THE POLICY and THE STUDENT.

New and renovated facilities are provided to ensure that all students are able to learn in a safe, technically sound, environmentally friendly, aesthetically pleasing, life cycle effective and sustainable sites and facilities.

THE POLICY and THE FACULTY AND STAFF.

New and renovated facilities are provided to ensure that all Faculty and Staff are able to work in a safe, technically sound, environmentally friendly, aesthetically pleasing, life cycle effective and sustainable sites and facilities.

IMPLEMENTATION and OVERSIGHT.

The President or his/her designee VP-Facilities has responsibility for the implementation and oversight of this policy, including the investigation of any alleged policy violations. The President has the authority to implement any and all procedures needed to implement this policy, with Board of Trustees approval.

VIOLATION OF POLICY.

All individuals in violation of these established policies may be subject to disciplinary action, up to and including termination.

DEFINITIONS

Real Property: Includes land and things permanently attached to the land, such as trees, buildings, and stationary mobile homes. Anything that is not real property is termed personal property.

AGENDA ITEM VII-F

AUG 25 2009

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