**District Facilities Committee (DFC)\***

The District Facilities Committee serves in support of College and District-wide facilities needs through an ongoing review of available resources and planning priorities, and implementation of the District Facilities Master Plan.

The DFC serves to advise the District Service Centers and Colleges on the resolution of overall facility maintenance needs, to include deferred and preventive maintenance, and reviews all plans and make recommendations pertaining to the construction, remodeling, and/or reassignment of existing facilities. Specifically, DFC serves to:

1.     Review issues and make recommendations pertaining to Facilities at the District Service Centers and across the four Colleges;

2.     Communicate constituent Facility needs for District Service Centers and Colleges;

3.     Disseminate District Service Centers and College Facility plans across the four Colleges;

4.   Seek collaborative solutions that use Facility resources across the Colleges and District Service Centers; and,

5.   Stay current on legislative and regulatory proposals and new funding streams that may impact College and district-wide programs.

**The PBIM Committees have the following common goals**:\*

1. Use a District-wide Perspective

A district-wide perspective is used to make decisions that coordinate the Colleges’ strengths.

2. Use Shared Agreement to Create Collaborative Solutions

The participatory governance decision making model will support the Mission of each College.

3. Ensure Consistent Committee Engagement

 Committee members are expected to attend all meetings.

If a member misses three meetings, the Chair of the committee will request a replacement. There are no “substitutes” for committee members. All appointments are for one year, including those that are by position. All positions should be affirmed annually.

4. Ensure Commitment to Process and Meeting Effectiveness

The PBIM committee meetings will start and end on time and adhere to well-designed agendas.

5. Adhere to the Annual Integrated Planning and Budgeting Calendar

 Each committee will perform its responsibilities according to the timelines set in the integrated planning and budgeting calendar.

6. Provide Ongoing Two-Way Communication

The PBIM process is structured around two-way communication between the Colleges and the PBIM Committees; between the PBIM Committees and the Planning and Budgeting Council; between the Planning and Budgeting Council and the Participatory Governance Council, and, finally between the Participatory Governance Council and the Chancellor.

7. Maintain a Transparent Process

PBIM Committee meetings are open, with opportunities provided for public comment. Draft minutes will be published and distributed within two weeks following each meeting and adopted at the subsequent meeting. Committees use a variety of methods to obtain additional dialogue and communication, for example, inviting presenters, making site visits, holding listening sessions, meeting at the Colleges, etc.

8. Ensure the Official Advisory Capacity of the PBIM

The role and responsibility of the District PBIM Committees is to support the Mission of each College and the District and to implement the District Strategic Plan. Specifically, the PBIM Committees will adhere to the following principles:

 a.) To use Program Reviews and Annual Program Updates (APUs) in making decisions that improve student success;

b.) To seek collaborative solutions that utilize resources on a district-wide basis;

c.) To ensure consistency between College requests and existing approved projects and to identify opportunities for college-to-college collaboration when resource sharing could be useful;

d.) To ensure that District operations are understandable to all constituents;

e.) To broaden dialogue and to strengthen district-wide structures that ensure consistent communication between the Chancellor and the PBIM Committees;

f.) To provide and utilize data to ensure a consistent and transparent advisory process for decision making;

g.) To provide written reports to appropriate PBIM committees; and,

h.) To ensure that only formally appointed committee members may participate in official committee deliberations and decision-making. Visitors can speak to an agenda item when recognized by Committee Chair(s).

\*excerpted from Planning and Budgeting Integrated Model (PBIM) August 2017 Manual.