



Scantron

Course Evaluation Results

Dear Mr./Dear Ms Governance Council Structure and Effectiveness,

This report contains evaluation results for Facilities Council / FacCoun

Your students' responses to the individual questions are listed first, followed by a "Profile" graphic that records the average response to each question.

The final portion contains your students' written responses to the three questions in the "Comments Section" of the evaluation form, as transcribed by a Data Entry Assistant within your division office.

Respectfully,

Your Division Office Staff

Governance Council Structure and Effectiveness

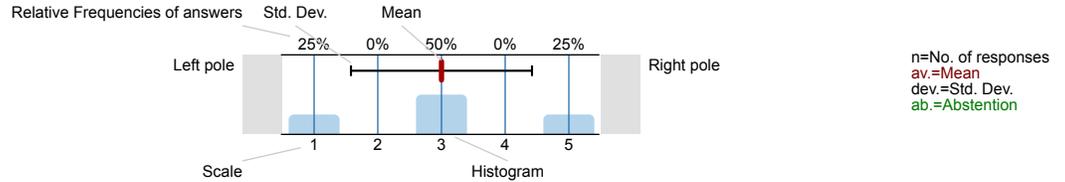
Facilities Council (FacCoun)
No. of responses = 12



Survey Results

Legend

Question text



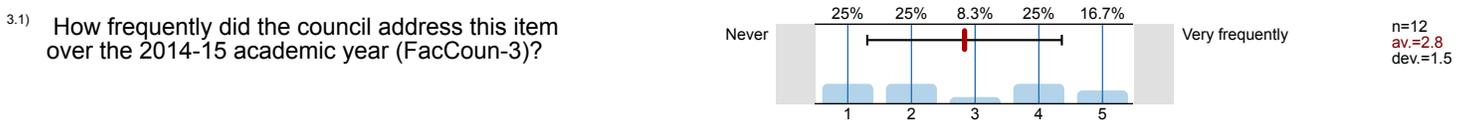
1. Facilities Council Charge #1 says, "Develop and monitor the facilities and maintenance plans and supporting budgets."

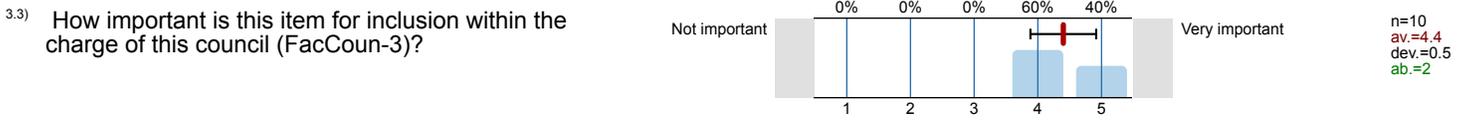


2. Facilities Council Charge #2 says, "Cooperate with the Director of Facilities, Planning & Operations regarding all aspects of construction projects, planning, revision, and completion."

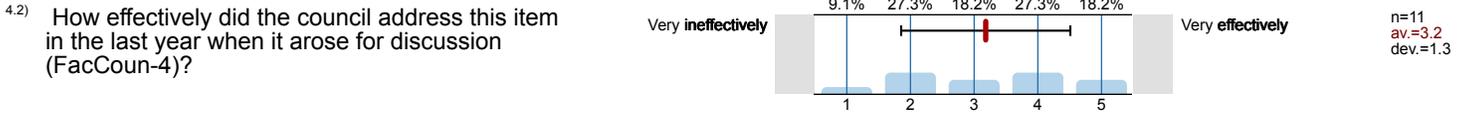


3. Facilities Council Charge #3 says, "Review and interpret research data related to facilities development and space utilization."

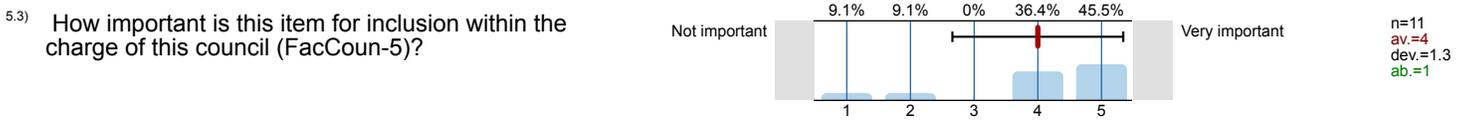
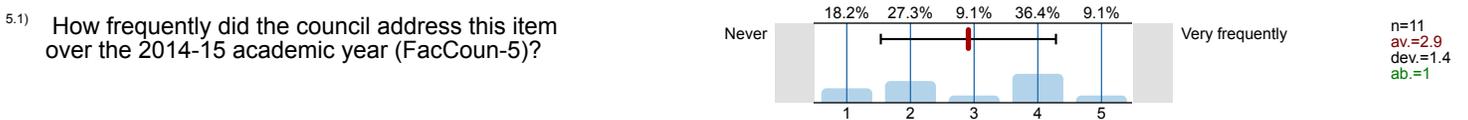




4. Facilities Council Charge #4 says, "Promote the use and understanding of data as a basis for facilities decision-making."



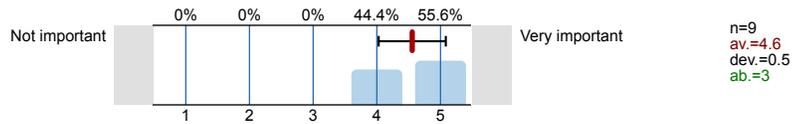
5. Facilities Council Charge #5 says, "Make recommendations and identify priorities for technology issues related to facilities development."



6. Facilities Council Charge #6 says, "Develop, implement, review, and revise policies for facilities use in coordination with Central Services."

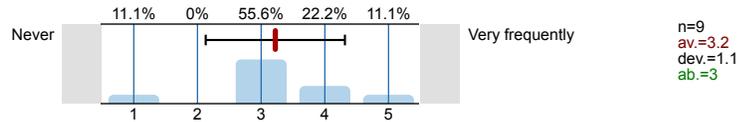


6.3) How important is this item for inclusion within the charge of this council (FacCoun-6)?

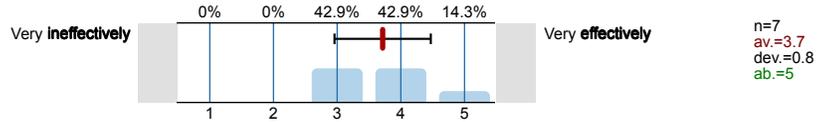


7. Facilities Council Charge #7 says, "Support the legal responsibilities of all constituency groups."

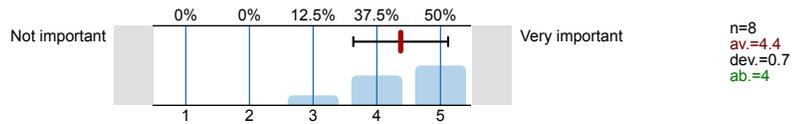
7.1) How frequently did the council address this item over the 2014-15 academic year (FacCoun-7)?



7.2) How effectively did the council address this item in the last year when it arose for discussion (FacCoun-7)?

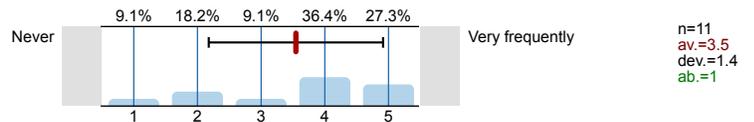


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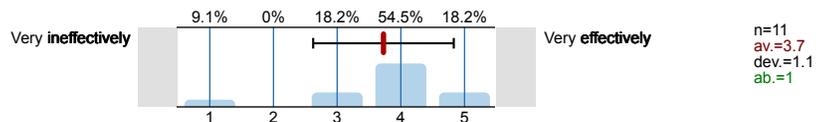


8. Facilities Council Charge #8 says, "Campus Safety Committee to ensure Health and Safety."

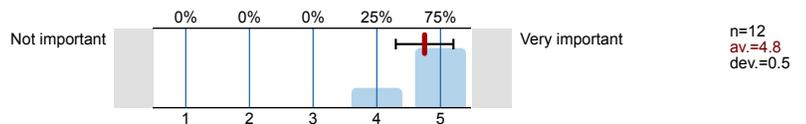
8.1) How frequently did the council address this item over the 2014-15 academic year (FacCoun-8)?



8.2) How effectively did the council address this item in the last year when it arose for discussion (FacCoun-8)?

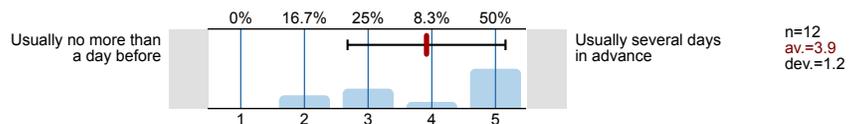


8.3) How important is this item for inclusion within the charge of this council (FacCoun-8)?

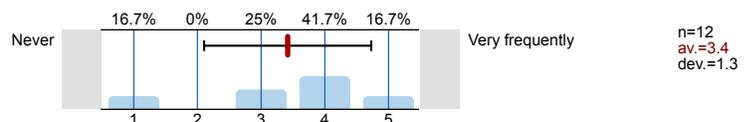


11. Communication and Representation

11.1) How long before a typical council meeting were you provided a copy of the meeting's agenda? (FacCoun)

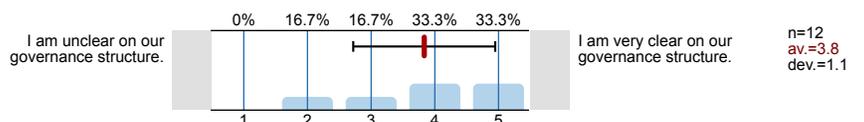


11.2) Members are seated on our governance councils as representatives of constituent groups. How frequently did you report out to and seek input from your constituent group? (FacCoun)

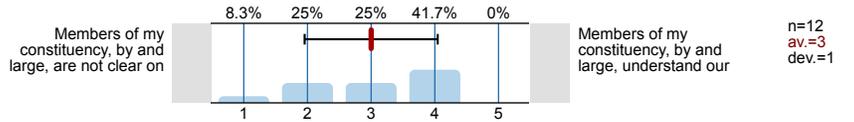


12. Clarity of "Engaging All Voices," the college's overall governance structure

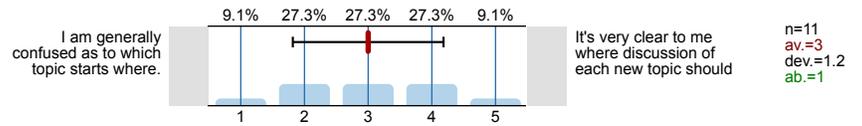
12.1) Please rate your overall understanding of our current governance structure, consisting of the various councils. (FacCoun)



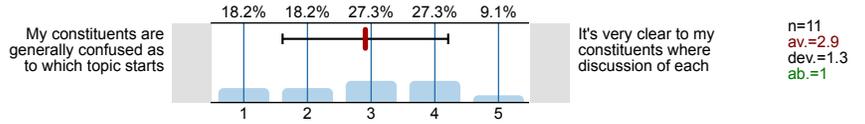
12.2) In your opinion, how thoroughly do the members of your constituent group understand our governance structure? (FacCoun)



12.3) When a new topic or issue arises that needs to be discussed within our college's governance structure, a decision must be made as to which council will review the concept, and to whom they will refer their recommendations. Please rate your own level of clarity as to what topic goes to which council. (FacCoun)



12.4) In your opinion, how clear are your constituents on the starting point for new discussion items? (FacCoun)

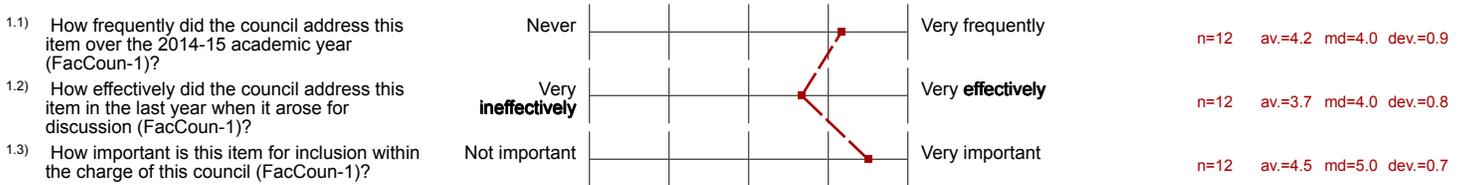


Profile

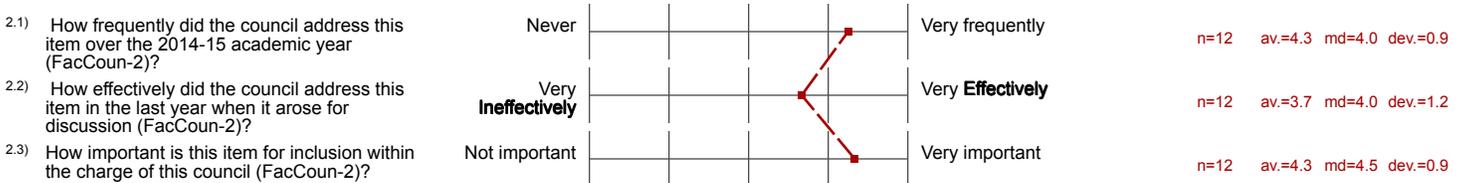
Subunit: **Research and Planning**
 Name of the instructor: **Governance Council Structure and Effectiveness**
 Name of the course: **Facilities Council**
 (Name of the survey)

Values used in the profile line: Mean

1. Facilities Council Charge #1 says, "Develop and monitor the facilities and maintenance plans and supporting budgets."



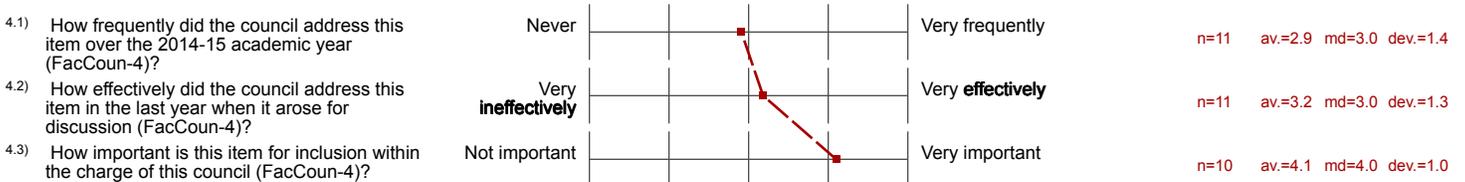
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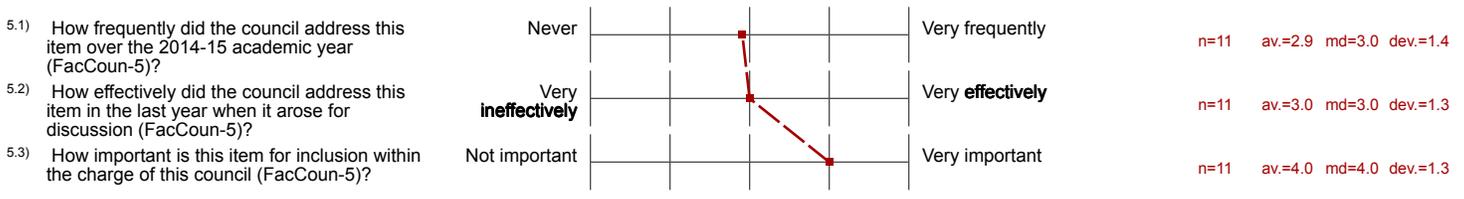
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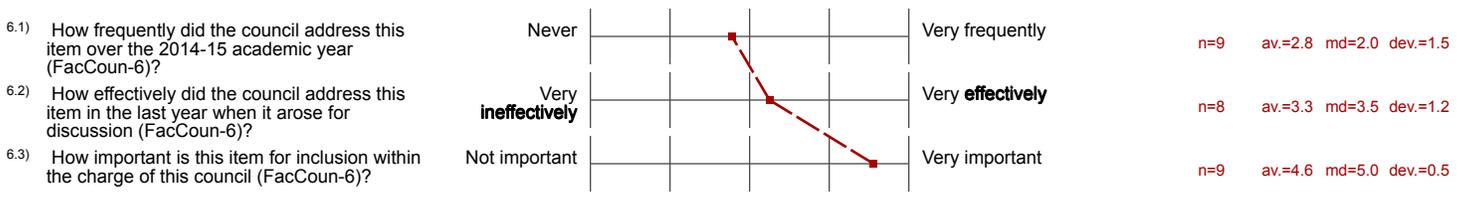
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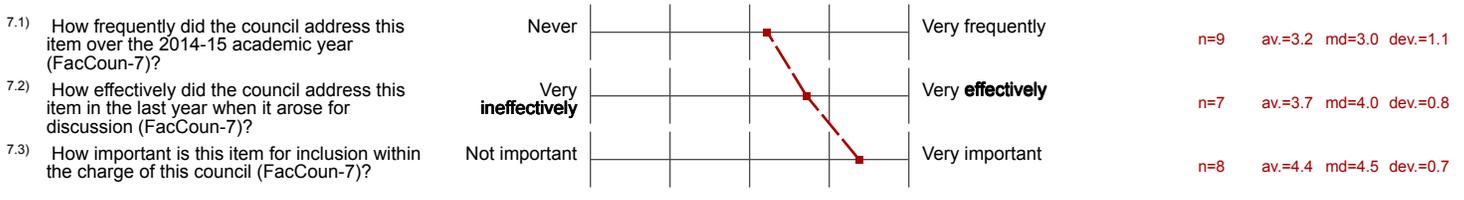
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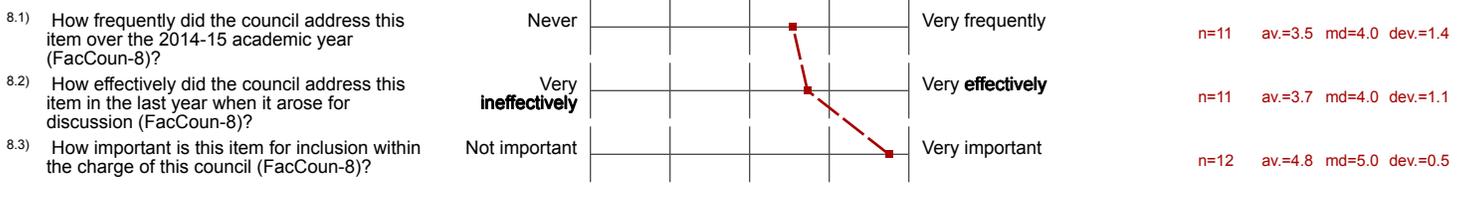
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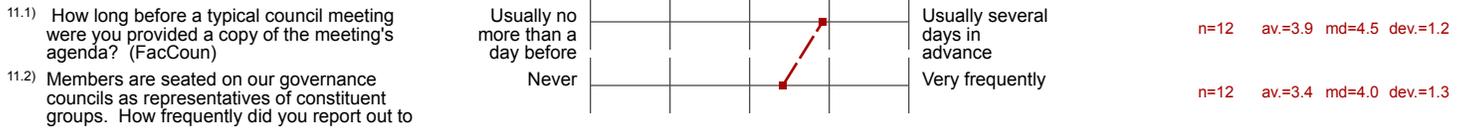
7. Facilities Council Charge #7 says, "Support the legal responsibilities of all constituency groups."



8. Facilities Council Charge #8 says, "Campus Safety Committee to ensure Health and Safety."



11. Communication and Representation



12. Clarity of "Engaging All Voices," the college's overall governance structure



12.2) In your opinion, how thoroughly do the members of your constituent group understand our governance structure? (FacCoun)	Members of my constituency, by and large, are		Members of my constituency, by and large,	n=12 av.=3.0 md=3.0 dev.=1.0
12.3) When a new topic or issue arises that needs to be discussed within our college's governance structure, a decision must be	I am generally confused as to which topic		It's very clear to me where discussion of	n=11 av.=3.0 md=3.0 dev.=1.2
12.4) In your opinion, how clear are your constituents on the starting point for new discussion items? (FacCoun)	My constituents are generally confused as to		It's very clear to my constituents where	n=11 av.=2.9 md=3.0 dev.=1.3

Comments Report

1. Facilities Council Charge #1 says, "Develop and monitor the facilities and maintenance plans and supporting budgets."

- ^{1.4)} Please provide any comments or suggestions specific to this aspect of the council's charge (FacCoun-1). (Input on matters broader than this specific item will be gathered later in this survey.)
- These subjects are standing items on our monthly agenda. It is very important to report out on these things as it has a huge impact on the college and students as a whole.
 - While reviewing the facilities and maintenance plans are important, the corresponding budgets reside in Central Services and are not open to review by the college.

2. Facilities Council Charge #2 says, "Cooperate with the Director of Facilities, Planning & Operations regarding all aspects of construction projects, planning, revision, and completion."

- ^{2.4)} Please provide any comments or suggestions specific to this aspect of the council's charge (FacCoun-2). (Input on matters broader than this specific item will be gathered later in this survey.)
- The importance of coordination between the Facilities office and the college cannot be overstated. This is an area that has improved in recent years.
 - While this particular item is reported on each meeting, it is simply a report from Kitchell and/or the Director of Facilities rather than an interactive discussion.

4. Facilities Council Charge #4 says, "Promote the use and understanding of data as a basis for facilities decision-making."

- ^{4.4)} Please provide any comments or suggestions specific to this aspect of the council's charge (FacCoun-4). (Input on matters broader than this specific item will be gathered later in this survey.)
- I don't believe this body has any real decision making for facilities, it is mainly a reporting out.

5. Facilities Council Charge #5 says, "Make recommendations and identify priorities for technology issues related to facilities development."

- ^{5.4)} Please provide any comments or suggestions specific to this aspect of the council's charge (FacCoun-5). (Input on matters broader than this specific item will be gathered later in this survey.)
- There is a specific committee charged with technology related items that should take these issues up.
 - We do have the managers of media and technology services report out on their projects but we are not involved in any of these areas.

6. Facilities Council Charge #6 says, "Develop, implement, review, and revise policies for facilities use in coordination with Central Services."

- ^{6.4)} Please provide any comments or suggestions specific to this aspect of the council's charge (FacCoun-6). (Input on matters broader than this specific item will be gathered later in this survey.)
- Again this is a report out body, if there is coordination with Central Services it is not at this level

7. Facilities Council Charge #7 says, "Support the legal responsibilities of all constituency groups."

- ^{7.4)} Please provide any comments or suggestions specific to this aspect of the council's charge (FacCoun-7). (Input on matters broader than this specific item will be gathered later in this survey.)
- It would work better if this was worded to include how the Council would do this. It is quite vague otherwise. With this being the case, I cannot honestly answer the question.
 - The council just makes sure that it has representation from each group. Unfortunately those representatives do not show up and a

majority of the time we do not have a quorum.

8. Facilities Council Charge #8 says, "Campus Safety Committee to ensure Health and Safety."

8.4) Please provide any comments or suggestions specific to this aspect of the council's charge (FacCoun-8). (Input on matters broader than this specific item will be gathered later in this survey.)

- manager from this department is present and reports out to this committee

9. Functionality of this Council

9.1) On which topic or task over the last year was this council *most* effective and/or productive. Please explain. (FacCoun)

- Educating members on council responsibilities and preview.
- The most thoroughly discussed topic would have to be the insertion of the benches into Founder's Hall. It is a project that has taken a few years to fully get explored and planned, but through that, all aspects have been covered and I think that the project is now in the works for completion.
- We discussed benches in Founders extensively...
- We made the most progress on developing a process for bringing new project proposals forward to the committee.
- having the meetings and getting the reports from all areas out.

9.2) On which topic or task over the last year was this council *least* effective and/or productive? Please explain. (FacCoun)

- Deeper facility discourse and standard review process.
- Far too many items on our agenda were informational only, much of it coming after the fact. Many of the informational items come with no detail. Input from the council is rarely solicited. Money and resources could be saved by allowing this committee to provide suggestions and feedback to changes to the college facilities.
- Going through the project requests and getting them finalized.
- I can't remember a specific instance at this time.
- I feel that we spent an inordinate amount of time developing roadblocks as opposed to developing a fluid system with which to facilitate the efficient approval or disapproval of projects.
- Our discussion of benches in Founders led nowhere...
- Some members of counsel seem to drill down into details that may or may not be necessary, but either way eliminates any efficiency

9.3) This council is composed of representatives for a variety of interested and affected groups at the college. Membership is shown on the council website here: <http://www.mjc.edu/governance/facilitiescouncil/>. Should the membership of this council be augmented or reduced? Please be specific and provide rationale. (FacCoun)

- I feel that the membership of the Facilities Council should remain as-is. There is no need to change the status quo if there is no pressing reason to change it.
- I think all constituent groups are well represented.
- If the committee is not reaching a quorum, perhaps an additional member from each constituency group should be added.
- If the representatives showed up the make up would be good.
- It is a good representation for the campus to have a cross section of voices.
- The current designated membership is appropriate

10. Scope of Responsibility of this Council

^{10.1)} Are there items *within* this council's charge or significant duties it performs that might be more effectively addressed by *another* governance council? If so, please provide specific suggestions for what might move out of this council's realm of responsibility. (FacCoun)

- No
- None that I can think of.
- None. Present scope is good.
- no

^{10.2)} Are there items *outside of* this council's charge that might be more effectively addressed by *this* governance council? If so, please provide specific suggestions for what might move *into* this council's realm of responsibility. (FacCoun)

- No
- No.
- Not that I am aware of.
- not sure

11. Communication and Representation

^{11.3)} In general, how did you gather input from your constituent group regarding items under discussion on this council? Please comment on your effectiveness at gathering and representing their interests. (FacCoun)

- By using basic communication tools
- Everyone was given an opportunity to give input, and then voting if a quorum.
- I would report out to the Student Senate, as well as my co-member, and we would take any feedback, and present it back to the Facilities Council.
- Meeting minutes are shared monthly with constituents. Important topics are discussed, and as a representative, I am available to bring forward any concerns or information from my constituency group.
- Mostly via other meetings, rarely did people ask questions, nor did many know what the FC did, or that it existed. When they found out, they often misunderstood the Council's role in the college, and often asked for things that were beyond our purview.
- Report out at Dean's Cabinet and request for input via email or at meetings. Reasonable effectiveness can be better. Several competing items of information.
- Talked to constituents. E-mail constituents. Gathered input at constituents' meetings.

^{11.4)} Please explain the method(s) you used to report out to your constituency group the outcomes of council discussions and decisions. (FacCoun)

- Personal conversations, meetings, some email.
- Pre arranged scheduled meetings or schedule meetings to discuss outcomes
- Provided written reports as needed. Also directed constituents to meeting minutes.
- Reports are made at our constituency group meetings. Members seeking additional information are free to contact me at any time.
- Same as above.
- Student Senate meeting reports.
- at a chapter meeting

13. Summary Questions

^{13.1)} Please provide any general comments or suggestions for improvement *for this council*. (FacCoun)

- I feel as though we have good leadership in the council and that many of the people involved are well intentioned and involved with the college as a whole. I believe that the facilities council is easily bypassed during many projects, and if we are to be successful in our charge, we should remedy this. The intentions of the council representatives is to ensure that our campus is useful and efficient to all that utilize it, but when we are bypassed by some, it reduces our efficacy.
- My attendance to the Facilities Committee has been very poor. I have a class on Mondays that creates a conflict with the time the Committee meets.
- Showing up to the meeting would be a good start.
- Structured agendas around: policy & procedures, items for review, and updates.