



Planning and Evaluation Tracking

College Year: 2006-2007

Division of: Business Affairs

Person Responsible: Terry Berg

Department of: Physical Plant

Person Responsible: Bruce Cotgreave

Purpose Statement: To provide a pleasant and safe learning and working environment for students, faculty, staff and community. Provide services to ensure that facilities, grounds, and equipment are functional, clean, comfortable, accessible and well maintained.

Goal Statements	Objectives/Outcomes (including assessment tools and standards)	Results	Use of Results (including improvements and revisions)
1. Provide well maintained facilities. (Improve facilities)	1a. Ad Hoc Committee was formed at the direction of the President of AC to look at the capital needs of AC, make recommendations and prioritize needs. 1b. Key maintenance personnel will meet at least annually with the Director to discuss critical needs. 1c. Maintenance personnel will perform Planned Maintenance (PM) at a completion level of 90% or greater.	1a. Committee to submit report by December 15, 2006 1b. Critical needs list are prepared for follow-up. Work orders are created. 1c. Maintenance personnel completed 90% of all PM's.	1a. Physical Plant personnel will use results to assist in budgeting and future planning. 1b. List will assist Physical Plant personnel with budgeting. As money and time are available, work orders are completed. List will be used to develop long range maintenance plan. 1c. Required maintenance is performed at an acceptable level.