



LASSEN COMMUNITY COLLEGE

Department: Facilities and Operation of Plant

(Review Date: May 2022)

Indicate, by number, the Strategic Goal(s) each Administrative Unit Outcome will support. Specifically describe the assessment method(s) used to measure each outcome and the achievement target that will determine successful completion of the outcome.

Strategic Goal	AUO	ASSESSMENT MEASURE /TARGET
2, 4	For the Maintenance and Operations Department, create and maintain a list of equipment with a condition ranking of: Excellent, Good, Fair, Poor, or Broken.	<p>Measure: Create the initial inventory list and update it annually. Target: Repair or replace equipment on the list 5% annually until 75% or more of the equipment is ranked as Excellent or Good. Baseline: Academic Year 2021-2022 AUO Data Source: Spreadsheet stored in the PDrive</p>
1, 2, 4	Perform all new work / projects to comply with current applicable building codes, regulations, and laws.	<p>Measure: Hire licensed contractors, architects, engineers, or certified personnel from the Maintenance and Operations department. Target: 100% of new projects will meet standards Baseline: Academic Year 2021-2022 AUO Data Source: Spreadsheet verifying code compliance stored on PDrive</p>
2, 3, 4	All Facilities and Maintenance and Operations employees will annually complete safety training.	<p>Measure: Sign-in sheet, certificate of completion, HR verification Target: 100% of Facilities and Maintenance and Operations employees will complete 100% of the annual required training. Baseline: Academic Year 2021-2022 AUO Data Source: Copy of certificates, Keenan statistics, HR verification – Spreadsheet stored on the PDrive</p>
1, 2, 3, 4	The Facilities and Maintenance and Operations departments will complete projects within the original timeframe specified.	<p>Measure: Create the initial project timeline and completion report and update it annually. Target: 80% of Facilities and Maintenance and Operations projects will be completed in the timeframes originally specified.</p>

1, 2, 3, 4	The Facilities and Maintenance and Operations departments will complete projects within the original budget specified.	<p>Baseline: Academic Year 2021-2022 AUO Data Source: Spreadsheet stored in the PDrive</p> <p>Measure: Create the initial project budget and completion report and update it annually. Target: 80% of Facilities and Maintenance and Operations projects will be completed in the budgets originally specified. Baseline: Academic Year 2021-2022 AUO Data Source: Spreadsheet stored in the PDrive</p>
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