



## CAPITAL IMPROVEMENT COMMITTEE (CIC)

### Purpose of the Committee:

Develop and coordinate a prioritized District-wide 20-year Facility, Renovation, and Scheduled Maintenance Plan that utilizes uniform, data driven criteria. Recommend, submit and coordinate district-wide capital improvement, facilities, and scheduled maintenance related projects, working interactively with the colleges and district services.

### Meets:

Approximately 3 or 4 times each semester, or as needed. It is expected that the development of the initial 20-year Facility, Renovation, and Scheduled Maintenance Plan and process will require more meetings.

### Chair:

Vice Chancellor, Business Services (1)

### Members:

Vice Presidents of Instruction, or representatives, one from each college (2)  
Directors of Facilities, or representatives, one from each college (2)  
Academic Senate Presidents, or representatives, one from each college (2)  
Director of Fiscal Services, or representative, Irvine Valley College (1)  
Vice President of Administrative Services, or representative, Saddleback College (1)  
Executive Director of Fiscal Services/Comptroller (1)  
Executive Director of Facilities Planning/Purchasing/Materials Management (1)  
District Director of Facilities Planning (1)

### Reporting/Recommending Responsibilities:

Recommendations are made to Basic Aid Allocation Recommendation Committee, college presidents, Chancellor Executive Council and/or Chancellor depending on the item.

### SharePoint Site:

<https://sharepoint.socccd.edu/chancellor/dwc/cic/default.aspx>

### Decision-Making Process:

Consensus

### Communication Process:

All agendas, minutes, handouts, and presentations are available on SharePoint. This group will gather wide-spread input and communicate out to other district-wide committees and the colleges, as appropriate.