**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](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.