

## GENERAL OUTLINE FOR EDUCATIONAL-FACILITIES MASTER PLAN

I. *Message from the President of the College (college prepares)*

II. Introduction

III. Educational Master Plan Section

A. *Overview of the College (from college web pages, etc.)*

B. *Vision, Mission, Values (from college web pages, etc.)*

C. Environmental Scans

1. External Scan

State and Regional Conditions That Could Impact the College in the Future (examples)

a. Demographic Considerations

b. Employment

c. The Economy and Economic Resources

d. Higher Educational Policy and Impacts for Community Colleges

e. Cities of Residence

f. Effective Service Area

What are the educational needs of the service area and contextual considerations in which the college operates?

2. Internal Scan

The Institution from Within (examples)

g. Unduplicated Student Headcount (for last five fall semesters only)

h. FTES or WSCH Trends (for last five fall semesters only)

i. Profile of Student Characteristics/Demographics, Goals, Attendance Patterns, etc.

j. Program of Instruction (degrees & certificates authorized to confer)

k. Curriculum Distribution (WSCH by divisions)

l. FTES by Modalities of Instruction

m. Non-Instructional Resources That Support the College

i. Support Services

ii. Library and Learning Resources

iii. Human Resources And College-Wide Staffing Pattern

iv. Budget

v. Technology

How has the college responded to the external and internal environment?

*Italics indicate content coming from existing college web pages or documents.*

**Bold indicates topics that the college will need to think about and help articulate with CWP.**

Regular font indicates topics that CWP will research and author.

D. Key Planning Assumptions and **Strategic Priorities/Goals for the Decade** (from collective input)

1. Key Planning Assumptions
- 2. Strategic Priorities/Goals of the College**

E. Opportunities for the Future (examples)

1. Future Labor Markets, by Occupation
2. Planning for Potential New Programs
  - a. Chancellor's Office Evaluation Criteria
  - b. What is Already in Place Around the "Neighborhood"
3. Faculty Vision for Curriculum
  - c. Future Curriculum Visions (agenda for the Curriculum Committee)**
  - d. New Curriculum Visions with Facilities/Space Implications**
  - e. Problematic Current Facilities**
4. Planning Considerations for Potential New Programs
5. Opportunities for New Initiatives

What are the faculty visions for new programs and what additional space might be needed?

What are the opportunities suggested by the labor market, legislation, etc.?

F. Projections for Future Growth and Space Needs

1. Future Capacity for the Growth (fall 2014 then in 5-year increments, 2020, 2025, 2030)
  - a. Unduplicated Student Headcount (fall term only)
  - b. WSCH (fall term only)
2. WSCH Growth as Applied to the Future Program of Instruction
  - a. By Discipline/Program
  - b. By Instructional Division
3. EMP-FMP Linkages

IV. Facilities Master Plan Section

V. Acknowledgements

Appendices

*Italics indicate content coming from existing college web pages or documents.*

**Bold indicates topics that the college or district will develop and articulate to CWP.**

Regular font indicates topics that CWP will research and author.