



Central  
North  
South  
SVI

## SBST422 - Facility Management

Document Type: District Master Course Outline

Proposal Type: New Course

Requester(s): David Krull

College: South

Origination Approved: 02/27/2014 - 1:52 PM

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### BASIC INFORMATION

**Requester(s):** David Krull

**College:** South Seattle Community College

**Division/Dept:** Professional Technical

**Dean:** Holly Moore

### COURSE INFORMATION

**Proposed Course Number:**

Prefix: **SBST**

Number: **422**

Request a new Prefix

This will be a common course

**Full Title:** Facility Management

**Abbreviated Title:** Facility Management

**Catalog Course Description:**

Provides an overview of facilities management.

**Course Length:** 11 Weeks

Request an Exception

**Course Prerequisite(s):**

Student must be enrolled in the BAS Sustainable Building Science Technology program or have instructor approval and have taken Energy Auditing and Analysis, Controls, Financing Energy Efficiency, and have taken or are currently enrolled in Utility Rates.

**Topical Outline:**

1. Facilities management introduction and overview (2)
2. Relating to staff and building users (2)
3. Personnel management introduction (3)
4. Leadership basics and applied to facility management (3)
5. Training basics and applied to facility management (3)
6. Legal and practical aspects of hiring, firing and managing (3)
7. Mandatory policies: sexual harassment training, drug free workplace, etc. (3)
8. Working with unions, Davis Bacon, contractors and other situations (3)
9. Safety—programs, documentation (MSDS), and insurance (3)
10. Maintenance overview (2)
11. Use of computerized maintenance management systems (CMMS) (2)
12. Tracking and maintaining mechanical systems (3)
13. Use of Building Automation System for security and energy management (3)
14. Custodial—standards, training, resources (3)

- 15. Tenants—lease basics, considerations (3)
- 16. Grounds—maintenance and standards—water efficiency and environment (3)

**COURSE CODING**

**Funding Source:** 1.....State  
**Institutional Intent:** 21.....Vocational Preparatory

This Course is a requirement for the following program(s):  
 (No Programs Selected)

My Course Proposal is a requirement for a program not on this list  
 Program Title/Description/Notes:  
 BAS Sustainable Building Science Technology program

**Will this course transfer to a 4-year university?** **No**

**Is this course designed for Limited English Proficiency?** **No**

**Is this course designed for Academic Disadvantaged?** **No**

**Does this course have a Workplace Training component?** **Yes**

**CIP Code:** 03.0198  Request Specific CIP Code  
**EPC Code:** 177  Request Specific EPC Code

**Credits:**

<b>Will this course be offered as Variable Credit?</b>	<b>No</b>
<b>List Course Contact Hours</b>	
Lecture (11 Contact Hours : 1 Credit)	44
Lab (22 Contact Hours : 1 Credit)	0
Clinical Work (33 Contact Hours : 1 Credit)	0
Other (55 Contact Hours : 1 Credit)	0
 Total Contact Hours	 44
Total Credits	4

**COLLEGE SUPPLEMENTAL**

**Proposed Quarter of Implementation:** Fall 2014  Request Provisional Exception

**Class Capacity:** 25

**Modes of Delivery:** (Check all that apply)  
 Fully On Campus  
 Fully Online

- Hybrid  
 Other Explanation:

**Class Schedule Description:**  
Provides an overview of facilities management.

**Student Learning Outcomes:**

**Communication**

Read and listen actively to learn and communicate

Speak and write effectively for academic, and career purposes

**Computation**

Use arithmetic and other basic mathematical operations as required by program of study

Apply quantitative skills for academic, and career purposes

**Human Relations**

Use social interactive skills to work in groups effectively

Have knowledge of the diverse cultures represented in our multicultural society

**Critical Thinking and Problem-Solving**

Think critically in evaluating information, solving problems, and making decisions

**Technology**

Select and use appropriate technological tools for academic, and career tasks

**Personal Responsibility**

Uphold the highest standard of academic honesty and integrity

Respect the rights of others in the classroom, online and in all other school activities

Attend class regularly, complete assignments on time and effectively participate in classroom and online discussions, group work and other class-related projects and activities

Abide by appropriate safety rules in laboratories, shops and classroom

**Information Literacy**

Independently access, evaluate and select information from a variety of appropriate sources

Have knowledge about legal and ethical issues related to the use of information

Use information effectively and ethically for a specific purpose

**Program Outcomes:**

1. Systems – understand operations and systems unique to sustainable buildings.
2. Analysis – analyze, define and validate systems.
3. Project Management – deliver solutions from analysis.
4. Communications – utilize effective communication techniques to facilitate all aspects of sustainable building management.
5. Leadership – develop and lead a team of various personalities and skills.
6. Team skills – work in a team and know how to collaborate, build functional work groups and take responsibility for outcomes.
7. Critical thinking – identify, analyze and solve problems.
8. Business skills – use accounting, budgeting, real cost, cost effectiveness and life-cycle cost to develop an audit.
9. Technical – measure, diagnose and understand building system interactions.
10. Operations and maintenance – understand and analyze building profiles and identify opportunities for improving performance.
11. Building science – demonstrate working knowledge of building science and relationships across disciplines.
12. Financial skills – calculate building baseload and savings with improvements.
13. Computer skills – demonstrate ability to use commonly available instruments and interpret findings in audits and reports.
14. Social value, ethics and need – create and maintain a professional environment based on values and ethics.
15. Data management – use computer programs used in building industries and quality assurance to make fact based decisions.

**Course Outcomes / Objectives:**

At the end of the course the student will:

1. Understand the responsibilities of a facilities manager
2. Understand the basics of personnel management
3. Possess basic leadership and training skills
4. Possess an understanding of the tools used for facilities management
5. Have some experience in facilities management

**Explain the student demand for the course and potential enrollment:**

Course required for BAS Sustainable Building Science Technology program. All students will be enrolling in the course as a cohort. Course to be offered one time per academic year.

**Explain why this course is being created:**

- Employer demand
- Student demand
- Options for place-bound students

The SBST BAS degree program will address a critical gap in the current education system that has developed as this industry has evolved over the past five to 10 years. Traditional engineering, construction and architectural studies focus on the design of new buildings, rather than the complex and sophisticated systems that enable newly designed and retrofitted buildings to function. Individuals previously trained as facility managers do not have the level of expertise or systems knowledge to support these highly

technical operations. Therefore, businesses are hiring engineers and spending months and even years retraining them to work in this capacity. Frequently these individuals do not want this type of work and leave when other more suitable opportunities present themselves. Individuals who choose to pursue a degree in the field of Sustainable Building Science Technology will not only have the specialized skills they need; they will be more stable employees.

**This is to certify that the above criteria have all been met and all statements are accurate to the best of my knowledge.**

Faculty involved in originating this program:

David Krull  
Print Name

*David Krull*  
Signature

1/1/0001  
Date

Dean:

Holly Moore  
Print Name

*Holly Moore*  
Signature

11/25/2013  
Date

**Results of SSCC Curriculum Coordinating Council Findings**

**Participating Faculty Response and Remarks**

- Recommended for approval
- Not recommended for approval
- This course has not yet reached Committee Review

Chairman, Curriculum Coordinating Council:

Print Name

Signature

Date

Vice President for Instruction:

Gary L Oertli  
Print Name

*Gary L Oertli*  
Signature

2/27/2014  
Date