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Association of Florida Colleges  
**FINAL REPORT TO THE BOARD OF DIRECTORS**  
November 10, 2015

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COMMISSION CHAIR: Jessica Vander Biezen  
Santa Fe College

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**1.0 Communications**

The Facilities Commission continues to explore ways to improve and expand communications among all commission members. Live streaming will be a feature of the Spring 2016 Conference for the Facilities Commission. It is a vital component for the members that are unable to travel due to operations on campus. Region Representatives are still needed. They play a vital role in the communications cycle both bringing AFC Facilities news to the membership, AND providing feedback to the commission on how their needs can be met. Please spread the word in your regions that we need volunteers. Tele-conference remains a worthwhile tool for participation by membership and the executive board. Future communication efforts will strive to explore use of alternative technology.

**2.0 Facilities Commission Leadership- 2015, 2016**

Chair Jessica VanderBiezen, Santa Fe State College will continue leadership of the Facilities commission following the Annual Business Meeting. Immediate Past Chair George Urbano will be tasked to secure appointment nominations for new regional representatives as part of the organizational re-alignment. Chair Elect Raymond Coulter, Palm Beach State College, will be confirmed at the business meeting. Once Region reps have been elected, the following system to elect will be put into play: Following year#1, region representatives for odd number regions will be elected on odd numbers years, and even numbered regions will be elected on even number years.



**4.0 BEST PRACTICE AWARD**

Focused on sustainable services the Best Practice award has been a vital part of our commission under the leadership Chair of Dr. Allen Bottorff, Valencia College. This year the Executive Board nominated 6 colleges that excel in both sustainable practices and partnerships with the community. Two new awards were created: C.A.P.A. (Collaboration and Partnership Award) and the Innovation in Sustainability Award. The winners of the 2015 awards will be recognized during the business meeting on November 12, 2015.

**5.0 Spring conference**

Planning underway for a Facilities Spring Conference to collaborate and join the Region II Spring Conference in Gainesville FL on April 1, 2016. Additional commissions to potentially join the collaborative effort are Campus Safety and Technology. This conference has the potential to bring many members together and focus on campus security, emergency

preparedness, technology/building infrastructure, training, and demonstrate how these commissions work together just as we do on our campuses everyday.

Submitted by:

Jessica Vander Biezen



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**REPORT TO THE BOARD OF DIRECTORS**

April 7, 2016

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COMMISSION CHAIR: Jessica Vander Biezen, Santa Fe College

**1.0 MEMBERSHIP OUTREACH/COMMUNICATION**

The Facilities Commission continues to explore ways to improve and expand communications among all commission members and increase participation at events. Our AFC webpage has been updated with photos from the Region II Spring Collaboration Conference. Eblasts and personal emails were sent to encourage conference participation. The commission is reaching out to all Regions and Chapters to bring Risk Mgmt. (OSHA approved) training to Facilities Departments. Workshops are free and there are many topics available.

**2.0 FACILITIES COMMISSION LEADERSHIP ACTIVITIES**

Facilities was an active participant in the Region II Spring Collaboration Conference on April 1, 2016. A service project for Grace Marketplace, a volunteer organization providing services for the local homeless community, was very successful in receiving donations, and the leadership at Grace was extremely thankful to AFC. The Chair-Elect has stepped down temporarily from the position, and now the Chair is looking for replacement nominations. As well, there are open positions on the board for Region Representatives. Please pass the word to your local chapters to see if anyone is interested in serving. The Chair Elect attended Leadership and Legislative Days in January in Tallahassee. Scholarship awards for Facilities commission membership to attend CCP and Annual Conference will be advertised soon. Details on awarding practices are still to be defined and approved by the executive board.

**4.0 BEST PRACTICE AWARD**

Our call for proposals was distributed to all members in AFC in January. The deadline is June 10. The selected participants will present at the Annual Conference during the Facilities Business Meeting. Cash prizes, waived registration for spring 2017 conference and plaques will go to the top 3 award winners in the areas of Sustainability and Collaboration/Partnership. Focused on sustainable initiatives, the Best Practice awards remain a vital part of our commission.

**5.0 SPRING CONFERENCE**

The Facilities Commission recruited 2 significant sponsors for the Region II Spring Collaborative Conference, and sponsored a session on Access Control for AIA/CEU credit, and secured an Access and Safety Mobile Showroom tour for all attendees. The commission will continue to provide hands on training sessions, physical tours of best practice solutions and incorporate CPTED principles into workshops for better facilities planning methods.

Submitted by: Jessica Vander Biezen