

Construction and Building Trades

Commercial Property Maintenance Technology (CVCPMT)

Advanced Certificate

Program Effective Term: Fall 2003

With the growth of the construction industry, there is an increased demand for skilled maintenance personnel. This program prepares students for careers in Commercial Property Maintenance. It is designed for career advancement in Facility Management Administration as well as supervisory positions in commercial properties maintenance in multi-family housing, high rise apartments and business centers, hotels and recreational/leisure centers, hospitals, educational institutions, and municipal agencies. Students who complete the program, can advance in their career paths by completing the Construction Management, Facility Management Administration, and Heating Ventilating and Air Conditioning certificate programs.

Health and Applied Technologies Division

Construction Institute Department

Advisor: Les Pierce

Program Admission Requirements:

Students must complete the Residential Construction Technology certificate to be admitted into the program.

| Major/Area Requirements | | (12 credits) |
|-------------------------|-------------------------------------|--------------|
| CON 130 | Commercial Property Maintenance I | 3 |
| CON 133 | Commercial Property Maintenance II | 3 |
| CON 135 | Commercial Property Maintenance III | 3 |
| CON 137 | Commercial Property Maintenance IV | 3 |

Minimum Credits Required for the Program: 12

PROGRAM APPROVAL DOCUMENT (PAD)

Program Name: Commercial Property Maintenance Technology Program Code: CVCpMT

Division: HAT Department: Construction Institute (CIND) CIP Code:

Type of Award: ☐ A.A. ☐ A.S. ☐ A.A.S. ☐ Certificate ☐ Certificate Of Completion ☒ Advanced ☐ Post/Cert Certificate

Is this an occupational program eligible for Perkins Funding? ☒ yes ☐ no Effective Year: Fall 2003

Program Features

Provide a general description of the program's purpose and general goals. State the criteria for entry into the program, along with projected enrollment figures. Explain any connection to other WCC programs, as well as accrediting agencies or professional organizations. Note any special features of the program, such as jobs for which the student will be prepared, as well as potential career paths.

This program is designed to prepare students for careers in Commercial Property Maintenance. Skill Development activities are designed around maintaining commercial properties in the areas of Site Maintenance, Building Envelope Maintenance, Interior Systems Maintenance and Basic Mechanical Systems Maintenance. Successful participants will have College-level reading, computational and writing skills. The College can expect 30 or more students to enroll in this program in the Fall '03 term. The development of the Program was aided considerably by representatives of McKinley Properties, Inc, a national leader in commercial property maintenance. This is a career entry program and is strategically designed to encourage career advancement in Facility Management Administration as well as supervisory positions in the maintenance of commercial properties such as multi-family housing, high-rise apartment and business centers, hotels and recreational/leisure centers, hospitals, educational institutions and municipal agencies. Successful completers will compete effectively for these jobs and can advance in their career paths by completing Construction Management, Facility Management Administration, and Heating, Ventilating and Air Conditioning certificate programs.

Need

State the need for the program and provide evidence to support the stated need.

With the growth of construction in general, the demand for skilled maintenance personnel to maintain existing multi-family housing stock, commercial buildings, hospital expansions and recreational, retail and entertainment complexes will increase. According to projections from the Occupational Outlook from the National Construction Careers Educations and Research, Inc., The expected increase in demand across the board for skilled tradespersons will create vacancies in the commercial property maintenance industry.

Outcomes

State the overall knowledge to be gained, skills to be learned, and attitudes to be developed by students who participate in this program.

Knowledge and skills gained in this program include such areas as Site Maintenance, including parking structures, surface lots and satellite facilities, Exterior Building Systems maintenance including siding, roof covering, exterior paint and trim maintenance and repair, interior systems maintenance and repair, basic mechanical systems maintenance and repair. Successful completers of this program will develop highly valued skills in forecasting maintenance strategies, scheduling maintenance services, troubleshooting basic mechanical systems maintenance problems, identifying basic commercial property maintenance problems, working with building owners and tenants and government agencies.

Curriculum

List the sequence of courses in the program by semester, including credit hours, co- and pre-requisites.

| Course ID | Title | Credit | Contact Hours | Pre-requisites/Co-requisites |
|---|-------------------------------------|---------------|----------------------|-------------------------------------|
| Completion of the Residential Construction Technology (CTRCT) | | 15 | | |
| CON 131 | COMMERCIAL PROPERTY MAINTENANCE I | 3 | 45 | CTRCT |
| CON 133 | COMMERCIAL PROPERTY MAINTENANCE II | 3 | 45 | CON 131 |
| CON 135 | COMMERCIAL PROPERTY MAINTENANCE III | 3 | 45 | CON 133 |
| CON 137 | COMMERCIAL PROPERTY MAINTENANCE IV | 3 | 45 | CON 135 |

Credits required to complete the program: 27

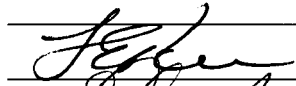
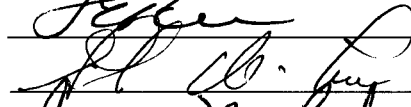
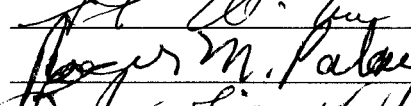
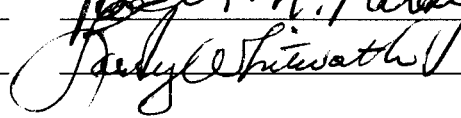

Assessment

Describe the assessment process that will be used to determine the effectiveness of the program.
PRE AND POST TESTING WILL BE USED TO DETERMINE COMPETENCIES

Budget

Specify program costs in the following areas, per academic year, including any start-up costs: faculty, training, travel, materials, resources, facilities, equipment, and any other costs.

The program will use approximately \$2500 per year in consumable supplies for demonstrations and student activities. These courses were approved two years ago and start up costs are not anticipated. Two part-time faculty have taught these courses for the past two years. Existing facilities and equipment in the Construction program have been used on an as-needed basis for demonstrations.

| Approval Recommended: | Print Name | Signature | Date |
|--|------------|--|----------------|
| Program Initiator: <u>L. Pierce</u> | |  | <u>6-12-03</u> |
| Dept. Chair/Director: <u>L. Pierce</u> | |  | <u>5/23/03</u> |
| Dean/Administrator: <u>Granville Lee</u> | |  | <u>8/7/03</u> |
| VP of Instruction: <u>Roger Palay</u> | |  | <u>8/13/03</u> |
| President: <u>Larry Whitworth</u> | |  | |
| Date of Board Approval: _____ | | | |

WASHTENAW COMMUNITY COLLEGE PRELIMINARY PROGRAM APPROVAL FORM

Proposed Name of Program: Commercial Property Maintenance Certificate

Faculty/Initiator(s): L. PIERCE

Division: HAT Department: CON Projected Start up Term: FALL 03

Type of Program: ☐ A.A. ☐ A.S. ☒ A.A.S.

☐ Certificate of Completion

☐ Certificate

☒ Advanced Certificate

☐ Post Associate Certificate

1. General Description of Program (purpose, curriculum design, need for new courses):

THIS PROGRAM IS DESIGNED TO FURTHER PREPARE CARPENTERS, FACILITY MAINTENANCE TECHNICIANS AND CONSTRUCTION WORKERS IN THE AREAS OF COMMERCIAL PROPERTY MAINTENANCE TECHNOLOGY. ONCE THE GENERAL CONSTRUCTION CONCEPTS ARE COMPLETED WITH THE RESIDENTIAL DESIGN AND CONSTRUCTION CERTIFICATE, THESE COURSES WILL BUILD ON THAT INFORMATION AND SKILL TO INCLUDE MAINTENANCE AND REPAIR OF COMMERCIAL PROPERTIES SUCH AS HOSPITALS, EDUCATIONAL INSTITUTIONS, HOTELS, SHOPPING MALLS, RESIDENTIAL RENTAL PROPERTIES AND OFFICE BUILDINGS. THERE IS AN EXISTING FOUR-COURSE SERIES OF COURSES IN THE COLLEGE'S CATALOGUE. NO NEW COURSES WILL BE REQUIRED.

2. Need/rationale for Program (new jobs, industry changes, transfer etc...):

MCKINLEY PROPERTIES, A NATIONAL ORGANIZATION ASKED THE COLLEGE TO DEVELOP A SERIES OF COURSES THAT WOULD PREPARE STUDENTS TO ENTER THE COMMERCIAL PROPERTY MAINTENANCE FIELD. THERE EXISTS PLENTY OF APPLICANTS FOR THE JOB POSTINGS IN THIS AREA, BUT THEY LACK SUFFICIENT TECHNICAL SKILLS TO HOLD AND ADVANCE IN THIS CAREER TRACK. WITH THE ASSISTANCE OF THE NATIONAL DIRECTOR FOR TRAINING AND HUMAN RESOURCES FROM MCKINLEY ASSOCIATES, THE COLLEGE JUST RECENTLY COMPLETED THE FIRST ROUND OF COURSES IN THIS SERIES. MCKINLEY HAS DETERMINED THAT THIS WILL BE THE NATIONAL MODEL CURRICULUM FOR ALL THEIR LOCATIONS AND USE THIS CERTIFICATE TO DETERMINE WHICH OF THEIR EMPLOYEES THEY WILL SEND ON TO THE HVAC CERTIFICATE PROGRAM. SOME STUDENTS COMPLETING THIS PROGRAM WILL BE INTERESTED COMPLETING THE FACILITIES MANAGEMENT ADMINISTRATION CERTIFICATE IN ORDER TO CONTINUE TO ADVANCE IN THIS CAREER PATH.

3. Enrollment Projections:

THE FIRST SERIES OF COURSES ENROLLED 18 STUDENTS. MOST CONTINUED THROUGH THE SERIES. ONCE APPROVED FOR CERTIFICATE STATUS THE NUMBERS WILL INCREASE TO 30 STUDENTS PER SEMESTER

4. Instructional Resources and Space Needs (equipment, labs, classrooms, consumable supplies):

These courses are primarily lecture/demonstration. There is sufficient equipment on hand in the facilities (OE 163) currently in use. Regular annual equipment budget for periodic replacement of equipment will be sufficient. Should the Board approve the relocation of the Construction Program to the site under consideration, and expanded lab will become available and the new equipment and facilities will be adequate to support this subset of construction skill development courses.

5. Faculty Resources (full-time, part-time, consultant):

Current fulltime and parttime capacity is sufficient.

6. Curricular Connections/Accreditations (Other WCC instructional units affected, articulation agreements):

This program will seek accreditation through the National Homebuilders Residential Carpentry Academy and rely upon the involvement of faculty of the Architectural Drafting Department..

7. Program Development Plan (timetable, costs, personnel):

The preliminary work has been underway for several months. There are no additional costs in development anticipated. The courses have been submitted to the Curriculum Committee and approved.

Signatures:

Faculty/Initiator:



Date: 03-24-03

Department Chair/Director: LePore Date: 03-24-03

Comments: This program will be expected to proceed on campus in existing facilities should the Board of Trustees determine to postpone the relocation initiative for the construction program.

Dean(s)/Administrator: [Signature] Date: 3/28/03

Comments:

— Vice President of Instruction:

☒ Approved for development of Program Approval Document (PAD)

☐ Returned for additional review/development (details attached)

☐ Not approved

Signature: Roger M. Palay Date: 3/28/03