

**Unit Operational Plan**  
**Due March 1<sup>st</sup> Each Year**  
**2024-2025**

**Name of Unit: Construction and Building Science Technology Program**

**Program Mission:**

The general mission of the construction program, as contained in the Mission of the College, is to offer programs and activities that reflect those characteristics that help define an educated person. These characteristics include a level of general education that enables the individual to understand his or her culture and environment; the development of skills in analysis, communication, quantification, and synthesis necessary for further growth as a lifelong member of society; the identification of a system of personal values based on accepted ethics that lead to civic and social responsibility; and the attainment of skills that enhance the development of leisure activities and a healthful lifestyle. These characteristics are attained not only through organized courses and programs, but also through a variety of social, cultural, civic and other educational activities that are offered based on the needs of the community.

| Unit Goals   | Unit Outcome  | Institution Strategic Plan   | Fundamental Principles  |
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| Maintain all lab technology equipment updated to meet faculty and student educational needs. | Advance the educational learning environment for students and faculty and make parallel with ACCE re-accreditation requirements in Fall 2024.           | III. A. Develop additional locations and facilities to offer instructions and training.<br><br>I.A.3 Increase work-based learning opportunities for students.                              | FP 2.2, 2.4, 3.1, 3.2, 3.3, 3.4, 4.4<br><br>FB 2.2, 2.4               |
| Update Space aesthetics on the second floor of Harold Martin Building (Jefferson Campus).    | Provide support for an ideal learning environment, aligning with continuous improvement processes and standards of the college's educational resources. | I.A. 3. Increase work-based learning opportunities for students.<br><br>II. D. Increase and enhance support for adult learners.<br><br>III. A. Develop additional locations and facilities | FP 3.1, 3.2, 3.3, 3.4<br><br>FP 2.2, 2.6<br><br>FP 1.1, 1.2, 1.3, 3.4 |

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|  |  | to offer instructions and training.<br><br>III. B. Continue to improve aesthetics and infrastructure.  | FP 2.2, 2.4, 3.1, 3.2, 3.3, 3.4   |
| Payments for ACCE accreditation maintenance fee and Associated Schools of Construction (ASC) departmental membership fees.             | Advance the educational learning environment for students and faculty.   | I.A.2. Improve alignment of industrial programming with local businesses and industry.<br><br>I.A.3. Increase work-based learning opportunities for students.<br><br>II.A. Increase the Fall-to-Fall retention rate. | FP 2.2, 3.3, 3.4, 5.2, 5.5<br><br>FP 2.2, 3.3, 3.4, 5.2, 5.5<br><br>FP 5.2, 5.5 |
| Program Director and Faculty attending related conferences to enrich their knowledge for our Construction and Building Science Program | Provide opportunities for faculty to advance their knowledge and productivities for the program  | IV.A. Improve and enhance the onboarding process for new employees.<br><br>IV.B. Increase opportunities for professional development for all employees.  | FP 1.2, 1.3, 3.3, 3.4, 5.5  |
| Update office furniture for room 222 in Harold Martin Building.  | Offer improvement to the college working environment, ensuring functional office space for the new faculty.                              | III. B. Continue to improve aesthetics and infrastructure.<br><br>IV. A. Improve and enhance the onboarding process for new employees.   | FP 3.1, 3.2, 3.3, 4.3<br><br>FP 3.1, 3.2, 3.3                                   |
| Replenish materials and tools in CBST wood shop and concrete lab.  | Provide improvement to the students learning environment, ensuring higher standards of education. Required by ACCE accreditation agency. | I.A.2. Improve alignment of industrial programming with local businesses and industry.<br><br>I.A.3. Increase work-based learning opportunities for students.  | FP 2.2, 3.2, 3.4, 5.2<br><br>FP 2.2, 3.2, 3.4, 5.2                              |

## Unit Operational Plan for 2024-2025

1. **Goals** – The activities through which the outcome will be achieved. Each Unit Outcome should have at least one goal.
2. **Method of Assessment** – How the unit will determine if the objective has been met.
3. **Funding/Rationale** – Provide an estimate of the cost of achieving the objective. Also, include a description of how these funds will be used to accomplish the objective.

| Goal   | Assessment   | Funding/Rationale  |
|--|--|--|
| <p>Maintain all lab technology equipment updated to meet faculty and student educational needs.</p>  | <ul style="list-style-type: none"> <li>• All computers in both labs in HMB 235 and 241 must be replaced every five to six years due to the requirements for Architectural and Construction software.</li> <li>• Maintaining all the requirements for all the printers and the plotter in the print room.</li> <li>• Any type of needed equipment it may arise during the year.</li> </ul>  | <p>The required funds for such computers and other equipment such as printers, required ink, plotter heads, and any other needed equipment that may arise are supported by the Alabama General Contracting Funds, Acct# 229001. This account is completely separate from CBST annual budget and is ear marked for Construction and Building Science needs.</p>   |
| <ul style="list-style-type: none"> <li>• Update Space aesthetics on the second floor of Harold Martin Building (Jefferson Campus).</li> <li>• Expenses during ACCE visiting team.</li> </ul> | <ul style="list-style-type: none"> <li>• Construction Management Technology is in the process of Re-Accreditation in 2024. The visiting team will arrive at the end of September 2024. Students' furniture in this department is in desperate need of replacement. The existing chairs are mostly outdated, uncomfortable, or non-functional. It will be awkward for the ACCE visiting team to witness this furniture. New students' lounge furniture is needed before the ACCE visiting team arrives.</li> <li>• ACCE visiting team arrives in Construction and Building Science Department at the end of September 2024. This department plans to welcome this team and show some southern hospitality.</li> </ul> | <ul style="list-style-type: none"> <li>• Estimated cost for new lounge furniture for student foyer and faculty suite student waiting room = \$28,000.00</li> <li>• Purchasing this furniture is supported by the Alabama General Contracting Funds, Acct# 229001.</li> <li>• Three dinners and one lunch with faculty and admin. (Sat.: dinner, Sun.: lunch and dinner, Mon.: dinner) estimated at \$800.00</li> </ul> |

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| <p>Payments for ACCE accreditation maintenance fee and Associated Schools of Construction (ASC) departmental membership fees</p>                | <ul style="list-style-type: none"> <li>• The Construction Management Technology is accredited by the American Council for Construction Education (ACCE)</li> <li>• Construction and Building Science Technology (CBST) is a member of Associated Schools of Construction (ASC)</li> </ul> | <ul style="list-style-type: none"> <li>• ACCE accreditation maintenance fee = \$2,750.00 annually.</li> <li>• ASC annual membership fee = \$750.00</li> </ul>  |
| <p>Program Director and Faculty attending related conferences to enrich their knowledge for our Construction and Building Science Program</p>   | <ul style="list-style-type: none"> <li>• ACCE Mid-Year and Annual Conference</li> <li>• ASC Annual International Conference</li> <li>• AGC annual Conference</li> </ul>   | <ul style="list-style-type: none"> <li>• Estimated at \$5,000.00 per person.</li> <li>• Estimated at \$3,000.00 per person.</li> <li>• Estimated at \$3,000.00 per person.</li> </ul> <p>\$600.00 per person supported by college, remaining balance supported by the Alabama General Contracting fund, ACCT # 229001.</p> |
| <p>Update office furniture for room 222 in Harold Martin Building.</p> <p>Update classroom table and chair presentation for the instructor.</p> | <ul style="list-style-type: none"> <li>• The CBST newly hired faculty's office furniture is completely outdated. He needs new functioning office furniture.</li> <li>• Instructor media station/desk with media tower, with inclined top.</li> </ul>                                      | <ul style="list-style-type: none"> <li>• Standard office furniture and equipment are estimated at \$4,500.00.</li> <li>• 2,533.94. estimate "Provided by Verco".</li> </ul>  |
| <p>Replenish materials and tools in CBST wood shop and concrete lab.</p>  | <ul style="list-style-type: none"> <li>• Wood Shop constantly needs material, equipment, and tools replenishments.</li> <li>• Concrete lab is in the need of material and equipment every year</li> </ul>   | <ul style="list-style-type: none"> <li>• Wood Shop material and tools estimated as \$3,000.00/year.</li> <li>• The concrete lab testing material needed is estimated at \$700.00/year.</li> </ul>  |

**Submitted by:**                    **Dr. Mike Safavi, AIC, CPC**  
**Program Director**  
**Construction and Building Science Technology**