

**Maintenance and Operations Department**  
**AUP for Academic Year 2023-2024**  
December 2022

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## **Describe Department/Unit**

### **Connection to College Mission**

The Maintenance and Operations (M&O) department supports Cerro Coso Community College (CCCC) campuses by ensuring that the physical resources at all locations where CCCC offers courses, programs and services are constructed and maintained. Utilizing physical resources to assure access, safety, security and a healthful learning and working environment to all students, staff, faculty and the community at large.

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## **Report on Improvements Made and Gaps Identified in the Prior Year**

### **Student Equity**

The geographical area in which we cover as a college makes logistics challenging and ensuring that all campuses have the same abilities to function without interruption can be challenging. The last years has benefited M&O more then hindered when supporting the ESCC sites and Tehachapi campus. M&O employees employed at the Ridgecrest campus spent over 700 hours traveling to and from other campuses, and staying overnight to support repairs, cleaning, and upgrades to facilities.

Although this was an amazing effort put forth by the staff and the department as a whole, it has short changed work that was already scheduled at the Ridgecrest Campus. The 22/23 School year, M&O will be reducing it's traveling, since the first part of the fiscal year was front loaded with it.

### **Outcomes Assessment: Loop-Back Improvements Made**

#### **Actions taken in the prior academic year**

In prior years School dude was a push to try and make M&O more productive, however, with more and more staff coming back to campus, less people are willing to utilize school dude. This is diminished our ability to track and how many work orders and how long it takes to complete job orders.

### **Outcomes Assessment: Results of Last Year's Assessments**

#### **Target Met?**

Did Not Assess

### **Outcomes Assessment: Missed Targets**

### **Outcomes Assessment: Schedule of This Year's Assessments**

No current updates. The M&O director is currently doing the Program review to address initiatives for the next five years. With the departure of the Institutional research director, the program review was not completed in FY 22/23. To ensure the the Campus is a safe and conducive learning environment, the M&O department is constantly taking a proactive look at facilities, grounds, and services provided. To close the infrastructure gap across the campuses, M&O will continue to be a part of the annual student survey.

## **Program Review**

### **Maintenance and Operations**

**Year of Last Program Review:**

2018

**Actions Taken in the Prior Year to Address Strategies:**