

▶ The University Facility Improvement and Construction Committee is responsible for establishing and implementing a comprehensive plan that will meet the present and future facilities requirements for the University.

▶ The committee reviews proposals for construction projects from each operating division, establishes priorities, and forwards a list of recommended projects, along with their estimated costs, to the President through the Vice President for Finance and Administration.

▶ The committee may advise the President on matters pertaining to the future growth of the University and perform other assignments as requested by the President. Committee membership includes administrative representation for each major division of the University and selected faculty and staff.

▶ Annually, the UFICC committee is given approximately \$280,000 in funding to accomplish requested UFICC construction projects. Physical Facilities personnel aid the committee in advising as to estimated costs for projects and projects requested that have already been addressed through other projects.

▶ A C.1 is issued in order to establish the project. Once each individual project has been identified, a “sub-account” for each project is set up through Business Services in the FAMIS accounting system. Each project is then addressed by priority number until the funding has been depleted.

▶ The projects must be in strict adherence to the scope of work as defined on the request form and as approved by the President. Documentation of these projects is of high importance. The Deferred Maintenance list may include some of these projects and the list must be edited to show these projects as complete. The ISES Facilities Analysis data base must also be edited to show these projects as complete.

▶ The individual “sub-accounts” may be closed as completed with any remaining funding reverted to the main account. However, a C.30 form cannot be submitted until all of the individual projects have been completed.