Adopted: November 15, 2005

ACADEMIC SENATE of CALIFORNIA POLYTECHNIC STATE UNIVERSITY San Luis Obispo, CA

AS-641-05

RESOLUTION ON ESTABLISHMENT OF THE CALIFORNIA CENTER FOR CONSTRUCTION EDUCATION

1 RESOLVED: That the attached proposal to establish a California Center for Construction

2 **Education** be endorsed by the Academic Senate of Cal Poly.

Proposed by: Cal Poly Construction Management

Department

Date: October 25, 2005

State of California Memorandum



To:

David Hannings, Chair

Academic Senate

Date:

October 18, 2005

From:

Robert C. Detweiler

Interim Provost and Vice President

for Academic Affairs

Copies: Thomas Jones

Susan Opava

Al Hauck

Barbara Jackson

Subject: Request for Academic Senate Review of the

Proposal for the Establishment of the Center

for Construction Education

Attached is a copy of a proposal to establish the Center for Construction Education. In accordance with campus policy for the Establishment, Evaluation and discontinuation of Centers and Institutes, this proposal received conceptual approval by the Academic Deans' Council at its meeting on October 17, 2005. I would now appreciate the Academic Senate review this proposal, if possible, prior to the close of Fall Quarter 2005. Please feel free to contact Dean Thomas Jones, College of Architecture and Environmental Design, Professor Al Hauck or Professor Barbara Jackson of the Construction Management Department, and authors of the proposal, should you have any questions or would like them to make a presentation to the Academic Senate. No State funding has been requested, or needed, since the proposed Center has already received donations to create the center and for three years of funding. The proposed Center expects to be self supporting by year four or earlier.

Thank you, and if you have any questions, please do not hesitate to contact my office.

Enclosure

Αt

California Polytechnic State University San Luis Obispo, CA

(CCCE)

Proposal to Establish a Center

Prepared by:
Construction Management Department
Allan Hauck - Department Head
Barbara J. Jackson - Professor
College of Architecture and Environmental Design

A Proposal Submitted to the Cal Poly Research and Graduate Programs Office

By the

Construction Management Department
College of Architecture and Environmental Design
Allan Hauck - Department Head
Barbara J Jackson - Professor

September 15, 2005

Mission Statement and Objectives

Mission Statement

The California Center for Construction Education is an educational outreach unit designed to provide practitioner education, applied research services, and consultation to the design and construction industry in the state of California and to serve the community at large as a clearinghouse for industry leadership, knowledge, technology, and innovation.

The goal of the Center is to provide a vehicle through which the department of Construction Management can strengthen and enhance the links between Cal Poly and the architecture, engineering, and construction (AEC) industry and community at large and become an identifiable "professional" campus entity for practitioners, community leaders, and state and local government agencies.

Objectives

In addition to providing seminars, workshops, and conferences for the continuing education of AEC professionals, the Center plans to accomplish the following objectives:

- Partner with industry practitioners to develop innovative initiatives designed to enhance project management, project delivery, and strategic issues associated with the built environment
- Enhance the interdisciplinary curriculum and supplement academic learning
- Augment faculty professional development and applied research opportunities
- Develop alternate education delivery venues (e.g. webinars, online courses, distance learning, etc.)
- Generate opportunities for faculty salary supplementation (fees for teaching Center courses)
- Strengthen alumni base and industry relations

- Generate direct revenue to support Center operations and administration
- Enhance alumni giving and supplement educational support for the department and the college
- Develop opportunities for student engagement in applied research endeavors and practice
- Leverage existing association partnerships (AIC, ASC, DBIA, AGC, ABC, CMAA, MCAA, NAHB, ACCE, and others).
- Develop new association partnerships such as BOMA, NAPE, SAMI, etc.
- Partner with and strengthen relationships among the five departments of the College of Architecture and Environmental Design
- Foster intercollegiate collaboration across campus, particularly with the College of Engineering, and continue to nurture common areas of interest, research and service to the industry.
- Open new opportunities for partnering with vendor and supplier associates and service provider affiliates such as insurance, real estate, and finance organizations
- Enhance relationships with public entities, local, and state agencies.
- Enhance the professional image of constructors and the construction industry
- Seek out common links and collaborative opportunities with other Centers and Institutes on campus that share and support the goals of the CCCE.
- Strengthen alliances with other departments and colleges across campus to further develop our heavy civil construction curriculum (with College of Engineering) and our land development and international construction curriculum (with College of Business).
- Develop on-going relationships with other education and research institutions and foundations off campus (e.g. Charles Pankow Foundation, Center for the Built Environment, Construction Industry Institute, etc.)
- Support the development of a Master's program in construction management and the proposed joint Master's program in heavy civil construction with the Department of Civil and Environmental Engineering.
- Advance educational and career development opportunities for women and minorities in construction management.
- Cultivate relationships with high schools, skills training centers, and special programs such as Career Directions for Students in Architecture, Construction, and Engineering (ACE) that promote workforce development.

Scope of Services

Activities

The Center's activities will focus on educational outreach to industry practitioners, including construction, construction management, engineering, and architecture as well as owner and consumer groups. The Center's target clientele will include individuals, corporations, and public agencies; alumni, and non-alumni participants, primarily in California. The activities of the Center will include but not be limited to:

- Seminars and workshops
- Conferences and public forums
- Special events and special projects
- Speaker's bureau
- Applied research
- Product and lab testing
- Consultation

The scope of educational topics will be wide-ranging, both practical and pioneering, serving a broad range of market sectors and industry needs. Significant needs assessment and market research will be conducted during fall (2005) quarter in anticipation of a full catalog of course offerings and events for the 2006 calendar year.

Relationship to the Mission of the Institution

The mission of Cal Poly is to discover, integrate, articulate, and apply knowledge. This it does by emphasizing teaching; engaging in research; participating in the various communities, local, state, national, and international, with which it pursues common interests; and where appropriate, providing students with the unique experience of direct involvement with the actual challenges of their disciplines in the United States and abroad.

The primary focus of the Center is to establish and sustain high levels of engagement with the AEC industry and the California community at large through a rigorous educational outreach program that will strengthen existing alumni and practitioner relationships as well as establish new industry, community, and governmental partnerships. These activities will open new dialogs that currently do not exist, providing an opportunity for our faculty and students to participate with a variety of change leaders and innovators and engage the unique planning, designing, constructing, and operating challenges that face the AEC industry as they struggle to transform from a fragmented, misaligned assortment of independent services to a dedicated, seamless band of integrated problem solvers.

The California Center for Construction Education is poised to play a unique role as a leading education facilitator for construction, engineering, and architecture professionals as they embark upon the urgent housing, facility and infrastructure needs of California over the next decade.

Justification and Rationale

Building projects are becoming more complex and customer expectations are becoming more demanding. Increased regulatory scrutiny, environmental impacts, technological advances, and economic pressures are having a dramatic impact on the construction industry. The AEC community, and the clients they serve, has acknowledged that doing business as usual will no longer suffice. The industry is currently undergoing monumental changes associated with materials, methods, manpower, management, and especially attitudes and mind-sets.

The California Center for Construction Education can play an important role in assisting the industry through this transition by facilitating a series of learning networks to spread awareness and encourage the sharing and adoption of new ideas, techniques and processes. The Center's educational outreach program provides a clearinghouse through which different stakeholders in the modern built environment can work together to identify, codify, publish and promote the emerging best practices in the industry. By virtue of its neutral status as a University center, the CCCE can continually seek to raise the standard of excellence in the broad construction sector and purposefully instigate a culture of cooperation, teamwork and continuous improvement.

In this role the California Center for Construction Education may serve as a liaison between representatives of the built environment and provide strategic leadership and guidance for practicing AEC professionals in the state. By serving in this capacity, the Center will enhance the educational experiences and opportunities for Cal Poly students, while helping to shape the professional environment into which they will enter upon graduation.

Organization, Operation, and Administration

The Center shall be administered by a director, supported by an administrative assistant, and shall report to the Construction Management Department Head. The Center shall have an external advisory board that will meet at least annually to provide professional advice and guidance to the director. The department head shall approve the Board members.

Administration of finances of the Center will normally be handled by the Cal Poly Foundation. The director shall be responsible for the unit's budget and for ensuring fiscal solvency of the Center.

The director shall submit an annual report following each academic year to the Provost and Vice President for Academic Affairs, the College Dean, and the Dean of Research and Graduate Programs. The report shall include a summary of the year's activities and a financial report, as well as information on scholarly publications and technical reports, students and faculty activities supported by the Center, theses and senior projects completed under the auspices of the Center, honors, awards, and recognition of faculty and students, and any other noteworthy achievements.

(See bylaws draft)

Review Process

The Center will undergo review every 5 years as part of the University's academic program review process.

Fiscal Sustainability

Initial funding for the start-up operation of the Center is provided by a grant from the Construction Management Education Account of the California Contractors State License Board. It is anticipated that this initial funding shall be sustained over a minimum 3 year period. The attached preliminary budget projections indicate that the Center will be financially self-sustaining by year 4 or before. The primary source of revenue shall come from fees collected from various education venues such as seminars, workshops, and conferences. Additional resources shall include research grants, consultations, corporate training assignments, and other special services.

Revenues shall be reinvested to support Center growth and operations, faculty professional development, an internal grant pool, student activities, field trips, and other services to support the academic and service mission of the department.

(See attached budget)

Annual Budget

(Jan 1- Dec 31)

	2006	2007	2008	2009
Revenue (conservative estimates)	<u>Year 1</u>	<u>Year 2</u>	Year 3	Year 4
Net Revenue to Reserve	\$0.00	\$23,725.00	\$45,544.90	\$63,794.30
Funding from CSLB	\$42,000.00	\$42,000.00	\$42,000.00	\$0.00
Net Revenue from seminar/conference				
events	\$40,000	\$40,000.00	\$55,000.00	\$70,000.00
Net revenue from consultations & corporate				
training	<u>\$0.00</u>	<u>\$5,000 </u>	<u>\$0.00</u>	<u>\$5,000.00</u>
Total Revenue	\$82,000.00	\$125,725.00	\$172,544.90	\$173,794.30
•				
<u>Expenses</u>				
Director - Partial release time	\$20,000.00	\$30,000.00	\$40,000.00	\$40,000.00
30% benefits	\$6,000.00	\$9,000.00	\$12,000.00	\$12,000.00
Admin Assistant - Half time	\$15,000.00	\$15,000.00	\$16,000.00	\$16,000.00
30% benefits	\$4,500.00	\$4,500.00	\$4,800.00	\$4,800.00
Start-up expenses	\$5,000.00	\$0.00	\$0.00	\$0.00
Travel	\$5,000.00	\$6,000.00	\$8,000.00	\$8,000.00
Reserve Distribution @ 50%	<u>\$0.00</u>	<u>\$11,862.00</u>	<u>\$22,772.00</u>	<u>\$31,897.00</u>
<u>Total Expenses</u>	\$55,500.00	\$76,362.00	\$103,572.00	\$112,697.00
Foundation Admin Fee (5%)	<u>\$2,775.00</u>	<u>\$3,818.10</u>	<u>\$5,178.60</u>	<u>\$5,634.85</u>
Grand Total Expenses	\$58,275.00	\$80,180.10	\$108,750.60	\$118,331.85
Net Revenue to Reserve	\$23,725.00	\$45,544.90	\$63,794.30	\$55,462.45

Anticipated Sources of Revenue

Year 1 (2006) - CSLB funding and seminars.

Year 2 (2007) - CSLB funding, seminars, and conferences.

Year 3 (2008) - CSLB funding, seminars, conferences, corporate training, and consultations.

Year 4 (2009) - Seminars, conferences, consultations, corporate training, and other.

Other Potential Sources of Revenue

Research grants

Publications, videos, audios, books

Lab and product testing

State of California M e m o r a n d u m

CAL POLY

To:

Warren J. Baker

President

Date:

March 20, 2006

From:

Robert C. Detweiler

Interim Provost and Vice President

for Academic Affairs

Copies: Thomas Jones

Al Hauck

Barbara Jackson Susan Opava David Hannings

Subject: Establishment of the California Center for Construction Education

At its meeting on December 5, 2005, the Academic Deans' Council recommended approval of the establishment of the California Center for Construction Education, pending final review by the ad hoc administrative review committee of the Center's bylaws and budget. The Academic Senate also endorsed the establishment of this Center at its October 25, 2005 meeting (Senate Resolution AS-641-05). The by-laws of the Center and budget have now been revised to the satisfaction of the ad hoc administrative review committee and the Center is now ready for final approval. It is my recommendation that you formally approve the establishment of this Center (final proposal attached), effective immediately.

If you approve, please sign below. Thank you.

Attachment

Warren J. Bake

President

)ate

Bonnie Long

From:

Susan Opava [sopava@calpoly.edu]

Sent:

Friday, March 17, 2006 10:03 AM

To:

Detweiler, Robert C

Cc:

Long, Bonnie T; Keif, Malcolm G; Sullivan, Edward C; Ikeda, Kimi M; Hauck, Allan J; Jackson,

Barbara J; Thomas Jones

Subject:

Proposal to establish the California Center for Construction Education

Attachments: ccce org chart final.doc; ccce by-laws final.rtf; ccce preliminary budget final.xls; calif center for

construction education proposal-10-05.doc

Bob.

The *ad hoc* committee that was named to perform the administrative and financial review of the proposed CCCE has completed its work. The committee was chaired by me and included Ed Sullivan, Malcolm Keif, and Kimi Ikeda. The initial concerns and questions raised by the committee have been resolved/answered and are reflected in the attached **revised** documents. I have also attached a copy of the original proposal.

The committee sees no administrative or financial impediments to moving forward with final approval of this Center.

Susan

Susan C. Opava, Ph.D.
Dean of Research and Graduate Programs
California Polytechnic State University
San Luis Obispo, CA 93407
Tel. 805-756-1508
Fax 805-756-1725
sopava@calpoly.edu

At

California Polytechnic State University San Luis Obispo, CA

(CCCE)

Proposal to Establish a Center

Prepared by:
Construction Management Department
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Barbara J. Jackson - Professor
College of Architecture and Environmental Design

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March 17, 2006

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(See bylaws draft)

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Anticipated Sources of Revenue

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Year 4 (2009) - Seminars, conferences, consultations, corporate training, and other.

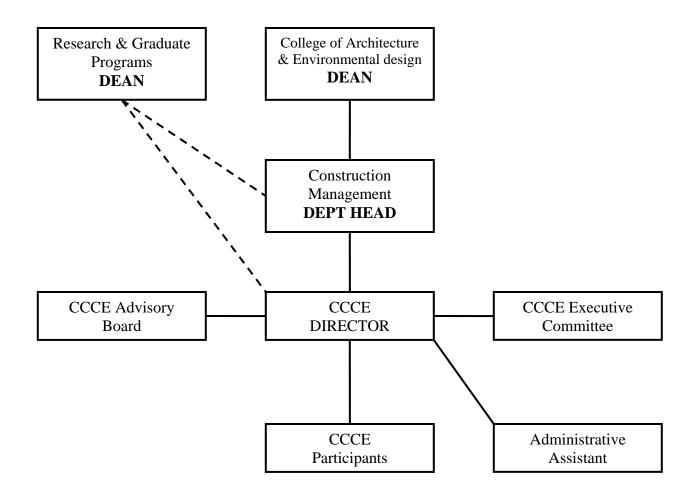
Other Potential Sources of Revenue

Research grants

Publications, videos, audios, books

Lab and product testing

<u>California Center for Construction Education</u> <u>Organizational Structure</u>



BYLAWS OF THE CAL POLY California Center for Construction Education

Construction Management Department California Polytechnic State University, San Luis Obispo

These bylaws are applicable within the authorization established by the Board of Trustees of The California State University and the California Polytechnic State University, San Luis Obispo.

ARTICLE I - NAME

The name of this organization shall be California Center for Construction Education referred to in these bylaws as the Center.

ARTICLE II - PURPOSE AND POLICIES

Section 1 - Purpose

The primary purpose of the California Center for Construction Education (CCCE) is to serve as an educational outreach unit designed to provide practitioner education, applied research services, and consultation to the design and construction industry in the state of California and to serve the community at large as a clearinghouse for industry leadership, knowledge, technology, and innovation.

The goal of the Center is to provide a vehicle through which the department of Construction Management can strengthen and enhance the links between Cal Poly and the architecture, engineering, and construction (AEC) industry and become an identifiable "professional" campus entity for practitioners, community leaders, and state and local government agencies.

The CCCE will serve as a vehicle for securing industry support and sponsorship to sustain the activities of the Center.

The CCCE will be financed primarily by grants, gifts, and revenue generated by Center activities.

Section 2 - Policies

The policies of this Center shall be in harmony with the policies of The California State University, the California Polytechnic State University, San Luis Obispo, and the California Polytechnic State University Foundation.

Section 3 - Dissolution

In the event the Center is dissolved, its assets remaining after payment of or provision of, all debts and liabilities shall be distributed to the California Polytechnic State University Foundation in trust for the Cal Poly Construction Management Department.

ARTICLE III - PARTICIPANTS

Section 1 - Participants

Participants may be faculty, staff, and students, of the California Polytechnic State University, San Luis Obispo, and consultants, industry representatives, association representatives, affiliated researchers, and others interested in the Center.

a. - Faculty

Faculty participants are those persons appointed by the University to faculty rank.

b. - Staff

Staff participants are those persons serving the University in either an instructional or non-instructional capacity. Staff members have University affiliation.

c. - Student

Student participants are those persons engaged in study at the University on either a full-time or part-time basis.

d. - Consultant

Consultant participants are those persons serving on projects of the Center on a temporary basis. Consultant members do not have University affiliation.

e. - Industry Representatives

Industry representative participants are those persons actively engaged in the construction, architecture, engineering, or business community as a practitioner, vendor, or associate.

f. - Association Representatives

Association representative participants are those persons affiliated with a professional or trade organization representing Center interests and activities.

g. - Affiliated Researcher

Affiliated research participants are Cal Poly faculty or persons from outside the University who will carry out or collaborate on research and/or consultation projects under the auspices of the CCCE.

Section 2 - Approval to Participate

a. - Eligibility to Participate: All interested faculty, staff, and students of the California Polytechnic State, San Luis Obispo, and interested parties outside the University, are eligible to participate in the CCCE upon approval by the Executive Committee. Any faculty, staff, student, or outside participant may recommend individuals for participation in the Center.

b. - Qualification of Participants: Participant candidates will be considered by their individual abilities to contribute to the Center. The Director will recognize and identify individuals and issue invitations to serve as participants under the auspices of the Center. The Director will, in consultation with the Executive Committee and Advisory Board, qualify participants to serve in various capacities as established by the Center.

Section 3 - Terms and Conditions

Terms and conditions of participation shall be determined by the Director, in consultation with the Executive Committee.

Section 4 - Role of Participants

Participants are encouraged to support and engage in the activities of the Center. They may propose programs to be implemented by the Center. If approved, these programs will receive Center support as necessary and possible. Participants will have priority consideration in Center activities and interaction with industry.

Participants are expected to provide support to the programs of the Center and assist the Director in program development.

ARTICLE IV - ADMINISTRATION

Section 1 - Administration

The CCCE administration shall include a Director, an Executive Committee, and an External Advisory Board.

Section 2 - Director

The Center will be administered by a Director, appointed by the Construction Management Department Head, in consultation with the Dean of the College of Architecture and Environmental Design, with the approval of the Vice President for Academic Affairs. The nominal term of appointment is three (3) years. The appointment may be renewed at the discretion of the Department Head and Vice President for Academic Affairs.

The Director will serve on a released time or overtime basis. The amount of time will vary from quarter to quarter and will depend on available funds and anticipated work load for the particular quarter. The Director will report to the Construction Management Department Head.

The Director will submit an annual report to the Vice President for Academic Affairs, the Construction Management Department Head, the Dean of the College of Architecture and Environmental Design, financial supporters, the Associate Vice President for Graduate Studies, Research, and Faculty Development, and members of the Advisory Committee. The report will include a summary of: (a) what was done, (b) who did it, (c) how it was financed, (d) future plans, and e) other pertinent information relevant to the mission and goals of the Center.

Section 2 - Executive Committee

The Executive Committee shall consist of the Construction Management Department Head, the CCCE Director, and a minimum of two (2) active Center participants.

The Executive Committee shall be responsible for: a) approving candidates for Center participation, b) recommending members of the External Advisory Board, c) recommending Center programs and activities, d) developing operating guidelines to implement Center programs and activities, e) advising the director on matters of general policy.

ARTICLE V - EXTERNAL ADVISORY BOARD

Advisory Board members are those persons selected by the Center to serve in an advisory capacity to the Center.

The External Advisory Board shall be composed of members representing a multi-disciplined spectrum of expertise and background associated with the construction, architecture, engineering, and business industries.

The Advisory Board will be appointed by the Director, from nominations submitted by Center participants, with approval by the Construction Management Department Head. Initial appointments of from one to three years may be used to stagger Board membership.

Section 2 - Powers and Duties

The Advisory Board shall provide advice and comment on Center programs, shall engage in public relations and fund raising for Center programs, and shall provide overall guidance and direction to the Center.

Section 3 - Meetings

The Advisory Committee will meet at least once a year to review Center programs and to provide general direction to the Center. The Board may elect to meet for special purposes at any other times upon agreement of a majority of Board members.

Section 4 - Number Constituting a Quorum

A majority of members shall constitute a quorum.

ARTICLE VI - FISCAL POLICIES

Section 1 - Fiscal Year

The fiscal year shall correspond to that of the Cal Poly Foundation.

Section 2 - Accounts and Audit

The books and accounts of the Center shall be kept by the Cal Poly Foundation in accordance with sound accounting practices, and shall be audited annually in accordance with Foundation policies.

Section 3 - Funding

Funding for the Center shall come from private solicited sources, gifts, and fees from Center generated short courses, conferences, and Center-generated publications.

ARTICLE VII - AMENDMENTS

The bylaws may be amended by a two thirds vote of the members voting at any meeting of the Center, provided that each member had received an advance notification of the proposed amendment. They may also be amended on recommendations of the Director and approved by the Dean and Vice President for Academic Affairs.

03/06