BOARD POLICY

Facilities Master Plans shall be developed by each College, using the services of a professional person or firm with experience and qualifications in producing such a document. The Master Plan shall include the following sections:

1. History of College
2. Description of College Facilities
3. Purpose and Objectives of the Master Plan
4. Analysis, Observations, Conclusions and Recommendations related to the following components:
   a) Academic Space Utilization
   b) Land Use and Function
   c) Circulation and Parking
   d) Aesthetics and Open Space
   e) Utilities
   f) Landscape Design

Displays to be inserted in the campus master plans should include photographs and line drawings that provide an overview of the six (6) components listed above.

Each Campus Master Plan shall be submitted to the Board for approval. Significant changes to the campus master plan which affect the recommendations or priorities will also be submitted to the Board for approval. The College Master Plans shall be updated every ten (10) years or less, if needed. With Board approval, the update of College Master Plans may be extended by no more than twenty four (24) months.

Recommendations and priorities included in the College Master Plans shall be the basis for biennial capital construction requests for state general funds, unless the institution can justify any deviation therefrom.