

Accreditation information

Dr. David Coon, the President of Evergreen Valley College has been concerned about the custodial and grounds staffing levels at the College and wants to improve the way the campus looks. Therefore he initiated a split in the district grounds supervision. He changed it from a district level grounds supervisor who was over both colleges to a college site based grounds and custodial manager who is only over Evergreen College. My position as the Campus Facilities manager was created in these difficult budget times when the College has been cutting back in nearly all other areas. He did this because he wanted to improve on the appearance of the College, inside and out. He wants to make the college more beautiful and appealing to those who come to our campus.

As the Campus Facilities Manager, my job has been to assess the manpower loads on the custodial and grounds workers. On the custodial side, I have calculated the square footage that each custodian cleans each day. Under our current staffing level, we have an average of each custodian cleaning approximately 25,038 SF per day. Dr. Coon has approved the filling a vacant custodial position. Once we fill that position, the average square footage each day for our custodians will be about 23,720 square feet each day. Guillermo, our custodial manager and I have also started working each employee's daily cleaning route—to see how much time it takes to do each route. Once we complete this process—we will have a better feeling for the custodial staffing needs of the district. In calculating workloads, you can't just take just the square footage—because some types of cleaning—such as offices—are easier and faster to clean than others—such as classrooms. Cleaning requirements are also affected by usage. The more a facility is used—the greater the need for more cleaning. Joe Andrade has also been working with the Union to change the custodial work hours so they can work more efficiently. Currently, the custodian 1's come to work at 4 PM and work till 12:30 PM. The problem with this schedule is that classes are still in session. By changing the custodial work hours to 10 PM to 6:30 AM—we increase our efficiency since custodians won't have to come back and do their routes the 2nd time. This change if passed by the CSEA Union will greatly increase our custodian's efficiency—since they will be able to start to work at one end of the building and complete all their work as they go.

On the grounds side—I am still assessing. I have worked all 4 grounds men's routes in the morning from 5 AM to about 8 or 9 AM. I am also working with the men by spraying weed killer and pre-emergent to help them get the weeds under control. We are making progress. My current thinking is that at best we will be able to keep the weeds under control with the current manpower—but lack the resources to maintain the trees. So the district is subcontracting out the tree work to get us caught up in that area. We will need to schedule tree trimming into the weekly schedule. In my opinion, it appears that we may be understaffed to do the trees in-house and may have to add additional employees. But this thinking could change as the weather gets better and we are able to spray weed killer and pre-emergent on a more consistent basis. I am still assessing the situation.

In summary, we want to keep the campus in a clean, sanitary, and inviting condition so all who come to our campus will be able to enjoy it's beauty while working or learning at the college.