



21250 Stevens Creek Blvd.  
Cupertino, CA 95014  
408-864-5678  
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Academic Year  
**2017 - 2018**

Environmental Studies

# Facility and Sustainable Building Management

Biological, Health and Environmental Sciences Division  
Kirsch Center, Room 228  
408-864-8773

Counseling and Advising Center  
Student and Community Services Bldg., 2nd Fl.  
408-864-5400

Please visit the Counseling Center to apply for degrees and for academic planning assistance.

### Certificate of Achievement Requirements

Completion of all major courses with a "C" grade or higher, or with a "Pass" if the course was taken on a Pass/No Pass (P/NP) basis and the "Pass" is equal to a "C" grade or higher.

Note: A maximum of six (6) quarter units may be transferred from other academic institutions.

### Certificate of Achievement-Advanced Requirements

1. Completion of all major courses with a "C" grade or higher, or with a "Pass" if the course was taken on a Pass/No Pass (P/NP) basis and the "Pass" is equal to a "C" grade or higher.
2. Demonstrated proficiency in English and mathematics as evidenced by eligibility for EWRT 1A or EWRT 1AH or ESL 5 and eligibility for MATH 114.

Note: A maximum of 18 quarter units may be transferred from other academic institutions.

### A.A./A.S. Degree Requirements

1. Completion of all General Education (GE) requirements (32-43 quarter units) for the A.A./A.S. degree. GE units must be completed with a minimum 2.0 GPA ("C" average).
2. Completion of all major courses with a "C" grade or higher, or with a "Pass" if the course was taken on a Pass/No Pass (P/NP) basis and the "Pass" is equal to a "C" grade or higher. Major courses can also be used to satisfy GE requirements (except for Liberal Arts degrees).

Note: A maximum of 22 quarter units from other academic institutions may be applied toward the major.

3. Completion of a minimum of 90 degree-applicable quarter units (GE and major units included). All De Anza courses must be completed with a minimum 2.0 GPA ("C" average). All De Anza courses combined with courses transferred from other academic institutions must be completed with a minimum 2.0 GPA ("C" average).

Note: A minimum of 24 quarter units must be earned at De Anza College.

## Facility and Sustainable Building Management

### Certificate of Achievement

### Certificate of Achievement-Advanced

#### A.S. Degree

The interdisciplinary Facility and Sustainable Building Management certificates and degree align with the requirements set by the facility management industry for qualified facility management professionals. Students will be educated and provided actual on-the-job work experience. Students will understand the cross functional aspects of a successful facility manager and will be further educated on the roles facility managers play, the basics of building operations and maintenance, building sustainability, and work management within the facility manager job function. International Facility Management Association (IFMA) estimates the average age of practicing facility managers is more than 49 years old. IFMA also forecasts that 30 to 50 percent of practicing facility managers will retire within the next 10 years. This indicates a pending employment gap and a need for younger, well-educated and qualified facility management professionals. IFMA has turned to California community colleges to help fill this gap. The Facility and Sustainable Building Management certificates and degrees will prepare students for careers in building sustainability, space planning, environmental health and safety, energy efficiency, sustainable landscaping, real estate, property management, human resources and other business-related job functions such as marketing, sales and accounting.

### Certificate of Achievement

*Student Learning Outcomes - upon completion, students will be able to:*

- assess the roles and responsibilities of Facility Managers and understand the technical and business skills required in the Facility Management profession.

1. Meet the requirements for this certificate level.
2. Complete the following.

BUS 56	Human Relations in the Workplace	5
BUS 85	Business Communication	3
E S 58	Introduction to Green Building	1
E S 69A	Introduction to Facilities Management	3
E S 70	Introduction to Energy, Management, and Technology	1
E S 71	The Building Envelope	1
E S 78	Energy Management Systems and Controls	1
E S 82	Project Management and Technical Report Writing for Energy Professionals	2
REST 50	Real Estate Principles	4
	<b>Total Units Required .....</b>	<b>21</b>

**Certificate of Achievement-Advanced**

*Student Learning Outcomes - upon completion, students will be able to:*

- assess the roles and responsibilities of Facility Managers and understand the technical and business skills required in the Facility Management profession.
- analyze and understand the basics of building management and energy efficiency systems.

1. Complete the Certificate of Achievement requirements. 21
2. Meet the requirements for this certificate level.
3. Complete the following.

ACCT 105	Basic Financial Accounting Procedures	1
BUS 10	Introduction to Business	5
BUS 96	Principles of Management	5
E S 71B	Advanced Building Envelope	2
E S 81	Leadership in Energy and Environmental Design/Sustainability Codes	2
<b>Total Units Required .....</b>		<b>36</b>

**A.S. Degree**

*Student Learning Outcomes - upon completion, students will be able to:*

- assess the roles and responsibilities of Facility Managers and understand the technical and business skills required in the Facility Management profession.
- analyze and understand the basics of building automation and sustainable building systems.
- understand the cross-functional nature of the successful facility manager and be able to identify internal and external stakeholders.
- demonstrate the ability to track internal and external customer relationships in facility management.

1. Complete the Certificate of Achievement and the Certificate of Achievement-Advanced requirements. 36
2. Meet the A.A./A.S. degree requirements.
3. Complete the following.

**Complete 14 units: 14**

ACCT 1A	Financial Accounting I (5)	
or ACCT 1AH	Financial Accounting I - HONORS (5)	
ACCT 88	Excel Spreadsheets for Accounting (2)	
BUS 65	Leadership (5)	
CIS 3	Business Information Systems (4.5)	
CIS 79	Managing Technology Projects (4.5)	
E S 62A	Environmental Management Tools: Environmental Management Systems (EMS) and Environmental Performance Metrics (3)	
E S 64	AB 32 (CA Warming Solutions Act of 2006) (1)	
E S 69	Energy Management Within Your Organization (1)	
E S 70B	Advanced Energy Management Technology (2)	
E S 78B	Advanced Energy Management Systems and Controls (2)	
REST 53	Real Estate Finance (4)	

<i>Major</i>	<i>Facility and Sustainable Building Management</i>	50
<i>GE</i>	<i>General Education (32-43 units)</i>	
<i>Electives</i>	<i>Elective courses required when major units plus GE units total is less than 90</i>	
<b>Total Units Required .....</b>		<b>90</b>