

FACILITIES MANAGEMENT (AS)

Program Overview Associate in Science Degree

New England Institute of Technology's Associate in Science in Facilities Management program emphasizes the development of real-world knowledge and hands-on skills required by today's facility and building managers. Through a comprehensive academic and laboratory environment, students will understand the theory and best practices applied in today's facilities management industry.

The program provides a broad spectrum of coursework ranging from plumbing, pipefitting, heating, refrigeration, air conditioning, electrical and wiring systems to health and safety standards, and basic computer software used in industry. Upon graduation, students will receive an Associate in Science Degree in Facilities Management.

Graduates of the Facilities Management program are prepared for several types of industry positions including facility manager, real estate and property manager, project manager, regulatory compliance officer, stadium manager, and superintendent of operations and maintenance. In addition, graduates of this program are eligible to continue on for a Bachelor of Science in Business Management.

Curriculum

Course	Title	Quarter Credit Hours
Term I		
ELY 112	Electrical Foundations I & Lab	6
ELY 118	NEC and Residential Wiring Lab I	4
OSH 010	OSHA Construction Safety & Health	2
MA 105	Basic College Math with Lab (MA/SCI Core) ¹	5
Quarter Credit Hours		17
Term II		
ELY 122	Electrical Foundations II & Lab	7
ELY 128	NEC and Residential Wiring Lab II	3
ELY 218	Building Construction & Environmental Systems for Electricians	4
MA 125	Technical Math I ¹	4
Quarter Credit Hours		18
Term III		
PL 114	Pipe Fitting Basics	4
PL 119	Pipe Fitting Basics Lab	3
PL 118	Blueprint Reading and Drafting	3
MGM 104	Computer Skills – Word and Excel	1
EN 100	Introduction to College Writing ¹	4
Quarter Credit Hours		15
Term IV		
PL 124	Drainage, Waste and Vent Design	4
PL 127	Drainage, Waste and Vent, and Potable Water System Lab	3

PL 126	Potable Water Piping Design	3
MGM 264	Sales and Customer Service	3
EN 200	Workplace Communications ¹	4
Quarter Credit Hours		17
Term V		
AH 114	Refrigeration Systems Fundamentals	4
AH 116	Refrigeration Systems Fundamentals Lab	3
Elective	100-200 Level Humanities Core ¹	4
Elective	100-200 Level Social Science Core ¹	4
Quarter Credit Hours		15
Term VI		
AH 212	Refrigeration Technician Certification	2
AH 214	Air Conditioning	3
AH 215	Air Conditioning Lab	3
Elective	100-200 Level Social Science Elective ¹	4
Elective	100-200 Level Social Science Elective ¹	4
Quarter Credit Hours		16
Total Quarter Credit Hours		98

¹ Liberal Arts Core.

Legend

C = Number of lecture hours per week

L = Number of laboratory hours per week

T = Total Quarter Credit Hours where each lecture hour per week is one credit, every 2-4 laboratory hours are one credit depending on the expected amount of pre- or post-lab work.

All associate degree students are required to take 32 credits of liberal arts and math/science courses as selected from the liberal arts core. See the course descriptions section of this catalog for a list of the core area courses. Students who place out of MA 105 Basic College Math with Lab/MA 110 Introduction to College Math must still take 32 credits of core courses.

Subject to change.

Program Mission, Goals, and Outcomes Program Mission

The New England Institute of Technology's Associate in Science in Facilities Management program is designed to prepare an educated entry-level facilities manager with the ability to apply theory and best practices in the operation and maintenance of the built environment.

Program Goals

Graduates from the Associate in Science in Facilities Management:

1. Will have gained the knowledge, problem-solving abilities, and hands-on skills to succeed in a career in the maintenance and operation of buildings and facilities.
2. Will be able to work within multiple disciplined teams to ensure functionality of the built environment by integrating people, place, process and technology.
3. Will be able to apply knowledge and a propensity for learning to continuously develop new skills and to learn about new areas

needed for long-term career development, including science, engineering technology, communication and leadership skills.

4. Will achieve employment within the broad field of facilities management or related disciplines.

Program Outcomes

Upon completion of their degree, graduates of the Associate in Science in Facilities Management program will be able to:

1. Understand the facilities management practice and profession
2. Perform common facility management repairs
3. Assist in the management, operation and repair of building systems, facility operations, occupant services and maintenance operations
4. Apply human factor principles to the facility operation and stakeholders
5. Effectively communicate

Q&A and Technical Standards Questions & Answers

1. When do my classes meet?

Day Classes: Technical classes normally meet for at least three hours a day for up to five days a week. Classes normally begin in the early morning (7:45 a.m.), late morning (usually 11:25 a.m.), or mid-afternoon. The time slot for your program may vary from term to term.

Evening Classes: Technical classes meet on the average of three nights a week, although there may be times when they will meet four nights a week. Classes normally begin at 5:45 p.m.

In addition, to achieve your associate degree, you will take a total of approximately eight liberal arts courses, which will be scheduled around your technical schedule over the course of your entire program. Each liberal arts course meets approximately four hours per week. Liberal arts courses are offered days, evenings, and Saturdays.

At the beginning of each term you will receive a detailed schedule giving the exact time and location of all your classes. The College requires that all students be prepared to take classes and receive services at any of NEIT's locations where the appropriate classes and services are offered.

When a regularly scheduled class falls on a day which is a NEIT observed holiday (Columbus Day, Veterans Day, Martin Luther King, Jr. Day, and Memorial Day), an alternate class will be scheduled as a make up for that class. The make up class may fall on a Friday. It is the student's responsibility to take note of when and where classes are offered.

2. How large will my classes be?

The average size for a class is about 20 to 25 students; however, larger and smaller classes occur from time to time.

3. How much time will I spend in lab?

Almost half of your technical courses consist of laboratory work. In order for you to get the most out of your laboratory experiences, you will first receive a thorough explanation of the theory behind your lab work. It is expected that you will spend additional extracurricular time in "open labs" to meet expected creative outcomes.

4. Where do my classes meet?

Students should be prepared to attend classes at any of NEIT's classroom facilities: either at the Post Road, Access Road, or East Greenwich campus.

5. I have not earned my high school diploma or GED: can I enroll in an Associate Degree Program?

A candidate for admission to an associate degree program must have a high school diploma, have earned a recognized equivalency diploma (GED), or meet the federal home school requirements.

6. How long should it take me to complete my program?

To complete your degree requirements in the shortest possible time, you should take the courses outlined in the prescribed curriculum. For a typical six-term curriculum, a student may complete the requirements in as little as 18 months.

To complete all your degree requirements in the shortest time, you should take at least one liberal arts course each term.

Students may also elect to complete some of their liberal arts requirements during Intersession (except for EN courses), a five-week term scheduled between Spring and Summer Terms. Students will not be assessed any additional tuition for liberal arts courses taken during the Intersession but may be assessed applicable fees.

Students wishing to extend the number of terms needed to complete the required technical courses in their curriculum will be assessed additional tuition and fees.

7. Is NEIT accredited?

NEIT is accredited by the New England Commission of Higher Education (NECHE). Accreditation by NECHE is recognized by the federal government and entitles NEIT to participate in federal financial aid programs. Some academic departments have specialized professional accreditations in addition to accreditation by NECHE. For more information on accreditation, see NEIT's catalog.

8. Can I transfer the credits that I earn at NEIT to another college?

The transferability of a course is always up to the institution to which the student is transferring. Students interested in the transferability of their credits should contact the Office of Teaching and Learning for further information.

9. Can I transfer credits earned at another college to NEIT?

Transfer credit for appropriate courses taken at an accredited institution will be considered upon receipt of an official transcript for any program, biology, science, and mathematics courses in which the student has earned a "C" or above within the past three years and for English or humanities courses in which the student has earned a "C" or above within the last ten years. An official transcript from the other institution must be received before the end of the first week of the term for transfer credit to be granted for courses to be taken during that term. Students will receive a tuition reduction for the approved technical courses based on the program rate and will be applied against the final technical term of the curriculum's tuition amount. No tuition credit is provided for courses which are not a part of the technical curriculum.

10. What is the "Feinstein Enriching America" Program?

New England Institute of Technology is the proud recipient of a grant from the Feinstein Foundation. To satisfy the terms of the grant, the College has developed a one-credit community enrichment course which includes hands-on community enrichment projects. The course can be taken for a few hours per term, spread over several terms. Students who

are already engaged in community enrichment on their own may be able to count that service towards course credit.

11. How many credits do I need to acquire my Financial Aid?

In order to be eligible for the maximum financial aid award, you need to maintain at least 12 credits per academic term.

12. What does my program cost?

The cost of your program will be as outlined in your enrollment agreement, along with your cost for books and other course materials. Students who decide to take more terms than the enrollment agreement describes to complete the technical courses in their curriculum will be subject to additional fees and possible additional tuition costs. Students who elect to take the technical portion of the degree requirements at a rate faster than the rate prescribed in the curriculum and the enrollment agreement will be assessed additional tuition.

Students who require prerequisite courses will incur additional tuition and fees above those outlined in their enrollment agreement.

If a student elects to take a course(s) outside of the prescribed curriculum, additional tuition and fees will be assessed.

Remember, students who withdraw and re-enter, one time only, pay the tuition rate that was in effect for them at the time of their last day of attendance for up to one year from their last day of attendance. Second re-entries and beyond pay the tuition rate in effect at the time they re-enter. The most economical way for you to complete your college degree is to begin your program now and continue your studies straight through for the six terms necessary to complete your degree requirements.

13. What kind of employment assistance does NEIT offer?

The Career Services Office assists NEIT students and graduates in all aspects of the job search, including resume writing, interviewing skills, and developing of a job search strategy. Upon completion of their program, graduates may submit a resume to the Career Services Office to be circulated to employers for employment opportunities in their fields. Employers regularly contact us about our graduates. In addition, our Career Services Office contacts employers to develop job leads. A strong relationship with employers exists as a result of our training students to meet the needs of industry for over fifty years. No school can, and NEIT does not, guarantee to its graduates employment or a specific starting salary.

14. Where will job opportunities exist?

Graduates have obtained employment in the local area. However, one of the most exciting aspects of this program is the ability to look nationally (even internationally) for employment opportunities.

Technical Standards

These technical standards set forth by the Facilities Management Department, establish the essential qualities considered necessary for students admitted to the program. The successful student must possess the following skills and abilities or be able to demonstrate that they can complete the requirements of the program with or without reasonable accommodation, using some other combination of skills and abilities.

Cognitive Ability

- Ability to visualize and portray ideas graphically.
- Good reasoning and critical thinking skills.

- Ability to learn, remember and recall detailed information and to use it for problem solving.
- Ability to deal with materials and problems such as organizing or reorganizing information.
- Ability to use abstractions in specific concrete situations.
- Ability to break information into its component parts.
- Ability to understand spatial relationships.
- Possession of basic math skills through addition, subtraction, multiplication and division of whole numbers and fractions using both the U.S. and Metric systems of measurement.
- Ability to perform tasks by observing demonstrations.
- Ability to perform tasks following verbal instructions.

Communications Skills

- Ability to demonstrate and use the knowledge acquired during the classroom training process and in the lab setting.

Adaptive Ability

- Ability to maintain emotional stability and the maturity necessary to interact with other members of the faculty and students in a responsible manner.

Physical Ability

- An ability to work in a standing, walking, climbing, squatting, kneeling, or lying position for extended periods of time while maintaining high levels of concentration.
- Ability to lift objects weighing up to 35 pounds.
- Sufficient upper body strength to carry 20 pounds.
- Sufficient strength and agility to grasp and maintain tension for long periods of time.
- Ability to perform learned skills, independently, with accuracy and completeness within reasonable time frames in accordance with procedures.

Manual Ability

- Ability to manipulate side cutters, diagonal cutters, needle-nose pliers, and other tools.
- Sufficient motor function and sensory abilities to participate effectively in the classroom laboratory.
- Sufficient manual dexterity and motor coordination to coordinate hands, eyes and fingers in the operation of tools, wire and other equipment.
- Good manual dexterity.

Sensory Ability

- Adequate vision for distinguishing colors, interpretation of gauges, oscilloscopes, and diagnostic equipment (adaptive equipment acceptable).
- Adequate vision for reading blueprints and other printed instruction, working with tools and equipment, and for maneuvering on job sites, scaffolding, and areas in various stages of completion (adaptive equipment acceptable).
- Visual ability, if necessary, with correction, to see tools, instruments and wires
- Acute enough to read small print.
- Acute enough to read small numbers on instrument

Degree Progress Checklist

Facilities Management - AS

Degree Progress Checklists

- For students entering October 2024 or later
- For students entering October 2023 to September 2024
- For students entering April 2023 to September 2023
- For students entering October 2021 to March 2023
- For students entering January 2021 to September 2021