

Subject Description Form

Subject Code	BRE437
Subject Title	Facilities Management
Credit Value	3
Level	4
Pre-requisite / Co-requisite/ Exclusion	Nil
Objectives	Introducing the concept of facilities management and its application in various organizations. The development of facility management, the challenges and opportunities for facility manager will be examined. Contemporary issues in benchmarking, facility audit, building performance assessment, corporate real estate portfolio management and finance will also be discussed.
Intended Learning Outcomes	Upon completion of the subject, students will be able to: <ul style="list-style-type: none"> a. Articulate management concepts within a variety of facility contexts. b. Assess the performance of a real estate facility across a wide range of performance criteria. c. Evaluate of real estate performance decision.. d. Analyse the role of a facility manager, and apply key competences of a manager on problem solving and decision making.
Subject Synopsis/ Indicative Syllabus	<p>Basic concepts of facility management – an integrated approach</p> <p>The changing workplace – space utilization and intelligent buildings requirements</p> <p>Growth of facility management in Hong Kong – portfolios and institutions</p> <p>Facility audit and building performance assessment – criteria of assessment, HK-BEAM, IBI, etc.</p> <p>Information & knowledge management for facility management- its importance</p> <p>Intelligent Building- the development</p> <p>Sustainable facility management- optimizing financial, environmental & social factors</p> <p>Outsourcing – cost and benefit analysis, basic concepts of outsourcing</p> <p>Corporate real estate portfolio management – evaluation of real estate performance, decision of acquisition to dis-investment, asset management, real options approach.</p>

Teaching/Learning Methodology	<p>Topics will be introduced by lectures with guidance to various reference materials. Case studies and assignments will be used to create an ‘action learning’ environment in which the students will critically evaluate practices and procedures for the achievement of quality. Small group discussion will enhance the information flow and evaluation process.</p> <ul style="list-style-type: none"> • Lectures and seminars • In-class tutorials • Independent study <ul style="list-style-type: none"> • Assignment • Self-study 																																																						
Assessment Methods in Alignment with Intended Learning Outcomes	<table border="1" data-bbox="443 674 1473 1155"> <thead> <tr> <th rowspan="2">Specific assessment methods/tasks</th> <th rowspan="2">% weighting</th> <th colspan="6">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th>a</th> <th>b</th> <th>c</th> <th>d</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>1. Assignment 1</td> <td>20 %</td> <td>√</td> <td>√</td> <td></td> <td>√</td> <td></td> <td></td> </tr> <tr> <td>2. Case study + presentation</td> <td>30 %</td> <td>√</td> <td></td> <td>√</td> <td>√</td> <td></td> <td></td> </tr> <tr> <td>3. Examination</td> <td>50 %</td> <td>√</td> <td>√</td> <td></td> <td>√</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>100 %</td> <td colspan="6"></td> </tr> </tbody> </table> <p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p> <p>Assignment (20%) and case study with presentation (30%) assess the students’ ability to apply the theoretical concepts. Presentation assesses the students’ ability to communicate their ideas and project.</p> <p>Examination (50%) tests the students’ ability to articulate the relationships through discussions and arguments, whilst application is tested via scenario-based questions.</p>							Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)						a	b	c	d			1. Assignment 1	20 %	√	√		√			2. Case study + presentation	30 %	√		√	√			3. Examination	50 %	√	√		√			Total	100 %								
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Reading List and References

Recommended:

Alexander, K. (1996). Facilities Management: A Strategic Framework, in Alexander, K. (ed). *Facilities Management: Theory and Practice*, E&FN Spon, UK, 2-13

Becker, F. and Sims, W. (1990). Assessing Building Performance, in Becker, F.D. (ed). *The Total Workplace: Facilities Management and the Elastic Organization*, Van Nostrand Reinhold, NY, 261-270

Duffy, F. (1992). *The Changing Workplace*, Phaidon

Finch, E. (1996). A Sea-change in Facilities Management, in Alexander, K. (ed). *Facilities Management: Theory and Practice*, E&FN Spon, UK.

Hamer, J. (1988). *Facility Management Systems*, Van Nostrand Reinhold

HK-BEAM (1996a), *An Environmental Assessment for New Air-conditioned Office Premises*, Version 1/96, Centre of Environmental Technology, Hong Kong.

HK-BEAM (1996b), *An Environmental Assessment for New Air-conditioned Office Premises*, Version 2/96, Centre of Environmental Technology, Hong Kong.

HK-BEAM (1999), *An Environmental Assessment for New Residential Buildings*, Version 3/99, Centre of Environmental Technology, Hong Kong.

IFMA (1997), *Benchmark III*, International Facility Management Association, Houston, Tex.

IFMA, (1984). *IFMA Research Report #1*, IFMA, Houston

IFMA, (1987). *Facilities Benchmarks*, IFMA, Houston

IFMA, (1999). *Outlook on Outsourcing*, IFMA, Houston

Supplementary:

Chau, K.W., Leung, A.Y.T., Yiu, C.Y. and Wong, S.K. (2003). "Estimating the value enhancement effects of refurbishment" (2003), *Facilities*, **21**(1/2), p.13-19.

Li, L.H. and Siu, A. (2001) "Privatising management services in subsidized housing in Hong Kong", *Property Management*, *19*(1), 37-49.

Preiser, W.F.E., Rabinowitz, Z. and White, E. (1988). *Post-occupancy Evaluation*, Van Nostrand Reinhold, NY

So, A.T.P. and Wong, K.C. (2002), "On the quantitative assessment of intelligent buildings", *Facilities*, **20**(5/6), 208-16.

Spedding, A. and Holmes, R. (1994). Facilities Management, in Spedding, A. (ed), *CIOB Handbook of Facilities Management*, Longman, 1-8.

Teicholz, E. ed. (2000). *Facility Design and Management Handbook*, McGraw-Hill, NY.

Vijverberg, G. (2002), Accommodation Functionality Assessment in Office Buildings, *Facilities*, **20**(3/4), 94-103.

Worthing, D. (1994). Strategic Property Management, in Spedding, A. (ed), *CIOB Handbook of Facilities Management*, Longman, 9-24.

Journals for references:

Facilities

Facility Management Journal

IFMA News

Property Management