

Standard III. B. Physical Resources

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B. Physical Resources

Physical resources, which include facilities, equipment, land, and other assets, support student learning programs and services and improve institutional effectiveness. Physical resource planning is integrated with institutional planning.

Overview

The Ohlone Community College District consists of the Fremont Campus, situated on 534 acres, of which 300 acres are leased to East Bay Regional Parks District, and an 81-acre Center in the city of Newark under construction. The Fremont Campus occupies 234 acres and is positioned at the base of the foothills adjacent to Mission Boulevard.

The Ward Blanchard Memorial Resource Center (Building 1) is the center of the Fremont Campus. The first floor houses Student Support Services Building, which will be relocated in the Spring of 2009 to the new 47,000 square foot Student Service Center currently in the beginning construction phase. Also included on the first floor of Building 1 are the offices of the Vice President of Administrative Services, the offices of the Vice President of Instruction, and the offices of the Vice President of Student Services. The second floor holds the offices of the President/Superintendent of the College, mail and duplicating services, Human Resources, and other Business Services offices. The library for the campus is located on the third floor and fourth floor of Building 1 as well as student labs and offices. Portions of the fourth floor have recently renovated classrooms. Two of these classrooms were inspired by visits to Stanford's modernized lab facilities for instructional technology. These classrooms are expected to be prototypes for the classrooms at the Newark Center and future renovated classrooms on the Fremont Campus.

Surrounding Building 1 are various instruction buildings that house classrooms, large and small lecture halls (one recently remodeled), a gymnasium, laboratories, theaters, studios, a bookstore, and cafeteria. The College also provides Deaf Studies classrooms, an adaptive technology center a swimming pool, exercise and wellness facilities, a student health center, child labs, safety and security facilities, as well as maintenance facilities.

The Smith Center was built in the late 1990's and provides state-of-the-art performance facilities, including a 400-seat main theatre, a 100-seat black box theatre/classroom, an art gallery and a 700-seat outdoor amphitheater. The center also features a scene shop and costume area, a green room, and two classrooms. In addition, the College's radio station and television station are housed here.

Improvements to the campus since the last accreditation include the Hyman Hall Computer Studies building with 32,505 ASF and 800 stations. The addition of this building on the campus meets the needs of the College to provide modern and appropriate instructional delivery systems, with instructional laboratories and specialized multimedia functions. This building

boasts two large open labs plus seven classrooms and labs on the first floor, five classrooms and labs on the second floor, and two math labs. Additional information on this building is in the evidence documentation.

Another recent addition is a modernized Child Development Center that provides a permanent facility of 12,000 square feet that can accommodate 120 children. It replaces a small, outdated 3,000-square foot portable building, and provides increased space and expanded programs for child care and the Early Childhood Studies training program. The center provides services for infants to pre-school children. There are separate classrooms/labs for different age groups, as well as three separate playgrounds, also for varying age groups. Observation rooms add significant teaching and training capability, and the modern facility enhances the environment of all participants. This center also is the temporary meeting place for the Board of Trustees, which is also a dedicated classroom. Additional information for this building can be found in evidence documentation.

The Fremont Campus, located mainly on the side of a hill, provides breathtaking views of the San Francisco Bay, but also challenges accessibility. The campus continually strives toward improving ADA accessibility, and has incorporated barrier removal into all new construction and renovation planning. Parking on the same level as the buildings has been constructed on the hillsides adjacent to the south side of the campus, creating more convenient access at a level consistent with buildings on that side of the campus. Future plans include the creation of a parking structure on the north side of the campus in proximity to the Smith Center, which provides state-of-the-art performances by students and outside organizations, and currently has insufficient accessible parking to accommodate the many performances scheduled there. ADA study can be found in evidence documentation.

The construction of the Ohlone College Newark Center for Health Sciences and Technology is made possible through a Bond Measure passed in March of 2002. The facility consists of a new 130,000 square foot center built on an 81 acre site, occupying the front thirty acres. The campus will house an environmentally sustainable building, incorporating proven technology to achieve a LEED gold rating, with a potential for platinum certification. The center will expand current programs available and will house programs that relate to health sciences, including Registered Nursing, Respiratory Therapist, and Physical Therapist Assistant and current and emerging technology disciplines including biotechnology and environmental studies and will also include general education courses. Additional information for this building can be found in evidence documentation.

The new Student Support Services Building, also made possible by passage of the Bond Measure, will be home to several programs and departments, including Admissions and Records, Counseling Services, Assessment Center, Transfer and Career Center, EOPS, Campus Activities, Financial Aid, Health Services, DSPS and Curriculum and Scheduling. Almost 26,000 assignable square feet will be dedicated to these operations. This project will also strive to incorporate environmental sustainability measures in structure, interior, operation, and functionality. Energy efficient heating, ventilation, and incorporation of natural lighting into most of the building will maximize the use of natural environmental resources. Additional information for this building can be found in evidence documentation.

Other planned projects that will enhance the Fremont Campus are renovations and upgrades, such as exterior facelift, information technology infrastructure, erosion and water intrusion control, and renovation of vacated space and classrooms. Additional information can be found in the bond booklet evidence documentation.

The College is also planning improvements to the Fremont Campus athletic fields with a new field house and fitness center, disabled access barrier removal, a new science building, and modernization of the learning resource center to enhance the delivery of services to our students. Ohlone Master Land Use Plan and Capital Project prioritized list can be found in evidence documentation.

III.B.1. The institution provides safe and sufficient physical resources that support and assure the integrity and quality of its programs and services, regardless of location or means of delivery.

Descriptive Summary

Ohlone College provides a safe, clean environment with the physical resources that support the instruction program and services to the campus. Safety is regularly evaluated by the Safety Committee and the campus police department. The facilities department is responsible for ongoing safety and overall maintenance of the facilities. The College is a member of the BACCD JPA, which carries our property and liability coverage. This entity conducts property and liability inspections annually and provides a report to the District of suggestions for improving safety and liability conditions. A follow-up inspection certifies that the upgrades, corrective measures and/or repairs are accomplished. The District also contracts with a fire alarm company for regular inspections of our fire life safety equipment and fire suppression system and an elevator service company to ensure compliance. JPA assessment and fire protection contract in evidence documentation.

In 2007 the college was cited by OSHA for the mishandling of picric acid generated from one of our labs. Actions have been taken to prevent such occurrences in the future. The Business Office, Human Resources and facilities have complied with the requirements; by addressing the physical aspects and enlisting the services of Keenan Associates to provide training and procedures required.

The President and Director of Facilities met with all interested individual building users resulting in a prioritized list addressing safety and needs. As expected, the wants and needs exceed the immediate available funding. Safety issues have taken the forefront. The College Council also evaluates and prioritizes projects that are brought to its attention through other entities, such as college committees, public suggestions, and campus personnel. The list that was generated is in the evidence documentation.

The Educational Master Plan links together components from the Program of Services Review, Strategic Plan, Technology Strategic Plan, Facilities Master Plan and the Newark Center Educational Master plan.

A key component of the Facilities Master Plan is the Facilities assessment study conducted in November 2002 by 3DI. 3DI assessed the condition of our facilities and estimated the repair and renovation costs as compared to the cost to replace. The Facilities Condition Index (FCI) for Ohlone was 16.14%. With the improvements from the Bond, removing older buildings and constructing a new Child Development Center, our index percentage will improve. Our present FCI will be updated in December 2007. The 3DI study is located in the evidence documentation.

Ohlone Fremont Campus consists of 534 acres. In 1999, the Site Safety project was completed, improving road and safety access and lighting throughout the campus. Ongoing safety improvements include the installation of emergency telephones (32 inside classrooms and labs). Exterior lighting and 36 exterior cameras to monitor parking lots, roadways and high traffic gathering areas. Ohlone's original stairs throughout the campus were made of redwood and

gradually deteriorated, causing trip hazards. Scheduled maintenance was able to address the high traffic areas and Bond funding was used to correct the 3rd and final phase of stair replacements.

The District's space inventory is primarily used as the directive for the Capital Outlay 5-year plan to the State. This space inventory records space data by room type (lecture, lab, office, library, etc.) and the programs offered in these rooms. A combination of the space capacity and the enrollment reported is used to compute effective use of capacity-to-load ratios, which in turn helps to prioritize growth-related projects. Also essential information provided by this report is the ability to characterize certain characteristics of buildings and rooms, such as age and current condition. The State uses this information to determine which buildings may be eligible for additional funding for modernization.

Each year the College Council (Shared Governance) reviews and recommends, for Board approval, the priority of the projects to be submitted to the State Chancellors Office for capital project funding. The Five Year Construction Plan is submitted in early Spring. In addition, annual scheduled maintenance and hazardous substance grants are submitted towards the end of the calendar year for funding. The 5 year Construction Plan, Scheduled Maintenance, and College Council Agenda in evidence documentation.

The campus was built on a hillside, where underground springs are located, and has experienced underground water intrusion into several of our major buildings. The state has approved funding of approximately 12 million dollars to address this issue. Requests have been submitted to the State for funding to address the installation of fire sprinklers in our pre-1972 building and a project to prevent water damage to our buildings through the exterior stuccos. Final Project Proposal for the above three projects are in evidence documentation.

Measure A Bond passed in March 2002 and has improved and addressed many of the campus needs. As part of the original project list for Bond funding, a group of needs for campus beautification, improvements, and essential renovations was identified. These projects include disabled access with ramp, door, handle and restroom modifications; improved campus lighting; selected classroom upgrades, water intrusion remediation, and grounds projects. Surveys of staff and students have effectively given direction for improvements and additions on the campus. The district will continue to poll users of the facilities for input as to needs for the future. An example of this is the recent survey indicating that the "feeling of safety" has increased from 58% (survey of 2001) to 81% (survey of 2007) with the addition of improved lighting and 36 cameras in parking lots and high traffic areas and 32 telephones in classrooms and labs. Staff continues to strive for the improvement of the environment for all concerned.

The passage of Measure A Bond in 2002 has greatly assisted the needs of the campus, some of which are aesthetic as well as physically necessary. We are building a new "GREEN" building center, achieving LEED gold certification with the possibility of Platinum certification. in Newark and a new Student Service Building in Fremont. Miscellaneous projects such as safety, health, and instructional projects, the "project 3" of the bond measure, has enabled us to address countless needs and safety issues to meet the needs of the community and students. Additional information can be found in the bond booklet in evidence documentation.

Self Evaluation

Safety is an ongoing commitment. The 2007 OSHA citation has renewed efforts to be in compliance with training and procedures in all areas of the campus.

Bond funds have been provided to address safety issues. Ongoing funding will need to be incorporated into the District's operating budget.

There have been many achievements attributed to the passage of the Bond that have made Ohlone a safer campus. These are some of the safety projects: new gymnasium floor, rust free lockers, security cameras, improved lighting, and concrete stairs. Refer to Bond Project in evidence documentation for additional information.

Since the last accreditation Ohlone has been successful in obtaining a Bond and State funds for an Instructional Computing Center, a new child Development Center and funds to address underground water intrusion into our building.

Ohlone will continue to use the State Chancellor's Office "3DI Facilities Assessment Program", assists the Campus and the State Chancellor Offices in assessing the capital outlay needs. As Ohlone updates the report, it will enhance our abilities to determine the life cycle of physical resources such as painting, carpeting, window coverings and develop replacement programs to address the needs. Improvements have been exhibited in classrooms and labs (1402, 1406, 2207, 8207, 3201).

A comparison of surveys distributed in 2001 and again in 2007 indicates that faculty, staff and students currently rate the attractiveness of the landscape on the campus 14% higher than in 2001. This has been accomplished with a diminished staff (due to budgeting issues). The survey also strongly indicates an improvement in the feeling of safety/security on the campus (81%) and the responsiveness of campus security when needed (88%). There has been request for additional campus police staff to meet the needs of the new Newark campus in order to maintain our safe environment.

In conjunction with the class scheduling is the Energy Management System that enables Ohlone facilities to control each individual classroom or lab's heating, ventilation and air conditioning systems thereby providing a healthy, energy-efficient environment. The EMS aids the college in effectively minimizing utility usage, and improved the level of comfort to the learning environment. Ohlone has been proactive in conserving energy, and is pursuing additional energy projects such as photo voltaic and energy efficient lighting.

As Bond funds are depleted in the two major projects the College is currently working on, it becomes more apparent that the Bond funds alone will not be sufficient to complete all the improvements that have been planned for in the Master Facilities report

Planning Agenda

The college is in full compliance with this standard. However, the following planning agenda is intended to improve beyond compliance.

Outcome: Plan for vacated space on Fremont campus after completion of Newark Center and Student Services Building.

Tasks: 1) Reinstate a committee for facility planning and budget planning.

2) Use space inventory information to assess needs and prioritize growth-related projects.

3) Provide appropriate facilities upgrades and equipment replacement on a prioritized basis.

Impact on Student Learning: Student programs will benefit from improved equipment, such as Athletics having newer, more reliable vehicles for team travel. Students in safer, healthier facilities will benefit from a more productive learning environment.

Outcome: Continue to make Ohlone a safe campus.

Task: Continue Safety Committee inspections of the facilities, address discrepancies immediately. Provide adequate funding in the operating budget.

Ensuring Ongoing Compliance: Annual inspection by insurance carrier and staff on safety issues.

Impact On Student Learning: Safer campus.

Outcome: Improve student, staff and faculty satisfaction with services from the Facilities Department.

Task: Staff will continue conducting surveys to monitor current effectiveness of the facilities department in providing resources and meeting challenges of the campus body. Based on the 2001 a survey of maintenance and facilities indicated a 51.13% of staff, students, and faculty satisfaction with these areas. In 2007, the percentage of satisfaction has risen to 58.6%. These surveys also included the condition of landscaping and other environmental conditions. In 2001, 48.1% approved of the landscaping; in 2007, the approval rate has increased to 62%.

Ensuring Ongoing Compliance: Will evaluate and address areas that need improvement.

Impact On Student Learning: Improved learning environment.

Outcome: Obtain sufficient funds to address all the needs of the campus. Capital Planning Projects in evidence documentation.

Task: Maximize use of Bond funding. Seek State funding for State supportable projects. Partnership funding e.g. parking and solar. Frontage development project to offset operating costs.

Ensuring Ongoing Compliance: Ongoing commitment to provide physical resources that support and assure the integrity and quality of the programs and services.

Impact On Student Learning: Improved learning environment.

III.B.1.a. The institution plans, builds, maintains, and upgrades or replaces its physical resources in a manner that assures effective utilization and the continuing quality necessary to support its programs and services.

Descriptive Summary

The Facilities Department manages the maintenance of its physical resources under the general direction of the Director of Facilities and the immediate direction of the Assistant Director of Facilities who is responsible for the trades; electrician, plumber, carpenter, mechanics, HVAC, painter, and automotive. All services are processed through an automated work order system, prioritized by the facilities staff by order of precedence and urgency.

Custodians that are assigned a cleaning area have an average square footage of approximately 22,000 square feet. Their workload is divided into daily and weekly cleaning duties. A Spring 2007 survey strongly indicates the need for improved custodial services. Only an average of 44% felt that services are adequate. This assessment is a strong indication that more planning and training is needed in this area in order to make the most efficient use of each custodian's time, while ensuring proper services to each building area.

Five grounds keepers are responsible for the upkeep of 234 acres. Although a good percentage of the grounds is low maintenance, because of the size, elevation, and abundance of foliage, trees, and shrubbery, it is difficult for the five grounds keepers to provide a clean and inviting environment. Students and college personnel have engaged in helping the grounds keepers by participating in a general campus clean-up once a year.

The effectiveness of facilities and equipment in meeting the needs of the programs and services is evaluated for instructional programs by departmental scheduling staff in conjunction with the Scheduling Office. Several classrooms and labs are equipped with multi-media capabilities to improve the educational delivery. This has been a part of the Measure A Bond project.

Self Evaluation

Working within the prioritized needs of the Education Master Plan, the five-year construction plan is created. The Facilities Coalition Assessment Report is the most current and operative analysis of the campus physical resources as well as the future needs as identified in the Scheduled Maintenance five-year plan. This will help ensure effective utilization and the continued quality necessary to support its programs.

Planning Agenda

The college is in full compliance with this standard. However, the following planning agenda is intended to improve beyond compliance.

Outcome: The District will increase the overall diversion rate to 75% in five years and will increase recycling efforts throughout the District.

Task: A comprehensive recycling education program will be developed for our students and staff to further aid in our recycling, reuse and reduction program. This will be implemented through the sustainability committee and the facilities department.

Ensuring ongoing compliance: The College is compliant. All agencies must have a diversion rate of 50%. Presently, we have exceeded the State Mandated requirement and have diverted 64% of our waste from the landfill. Using the survey process conducted through the campus research department and measurements of recycling amounts and landfill diversion, the college will continue to monitor the effectiveness of the facilities department and staff perceptions of their effectiveness.

Impact on student learning: The college will offer students the opportunity to learn more about the recycling efforts and to participate in the efforts, which is in line with the goal to integrate environmental awareness across all academic disciplines.

Outcome: To have adequate staffing to maintain the facilities.

Task: Find additional funding for staffing. Improve time management and training.

Ensuring Ongoing Compliance: Assessment of staffing level.

Impact On Student Learning: Safe and well kept facilities.

III.B.1 b. The institution assures that physical resources at all locations where it offers courses, programs, and services are constructed and maintained to assure access, safety, security, and a healthful learning and working environment.

Descriptive Summary

The campus ensures that the physical resources at all locations where it offers courses, programs and services are constructed and maintained to assure access, safety, and a healthful learning and working environment by utilizing facilities that are in compliance with the Federally mandated Americans with Disabilities Act (ADA), seismic safety regulations and the Division of the State Architect regulations. Ohlone Fremont Campus is situated mainly on a hill and has some accessibility challenges. An ADA study was conducted in 1994 and is the basis of addressing our needs. ADA study can be found in evidence documentation.

The Accessible Campus Ohlone Story provides a very good overview of the college's efforts to comply with this standard.

The new Student Services building will have all three levels accessible from the campus without the use of an elevator. There will, however, also be an elevator in the building. On the Fremont campus, a building 1 restroom is planned to be upgraded and a building 5 restroom will be upgraded as part of the cafeteria renovation.

The Newark Center has been carefully planned to address issues related to accessibility. All parking and walkways are level with the building. All classrooms and labs will be ADA accessible. Three elevators will ensure accessibility to all areas of the center and all restrooms in the building will be ADA accommodating.

Self Evaluation

Projects are being undertaken to improve accessibility. Ramps accessible doors and improved signage are produced incrementally every year. Many of the recommended improvements of the ADA study have been implemented, such as site safety, ADA restrooms throughout the campus, and stroboscopic fire alarms for the deaf.

Comparison of results of a 2001 survey and the recent 2007 survey of students, staff, and faculty indicates a decrease from 51.6% to 49.5% in adequate accommodations, despite the improvements the District has accomplished since 2001. Recently completed projects include ramps by buildings 4 and 6, 12 ADA accessible doors and hardware, and ADA accessible gym lockers and restrooms in building 9. Repair and/or replacement of concrete pathways and hallways has been ongoing, and this has been instrumental in reducing trip hazards. Improved lighting and 36 surveillance cameras have been installed in the parking lots and high traffic areas to act as a deterrent as well as evidence of gatherings. Recent surveys indicate a much higher level of confidence in moving about the campus with the addition of these cameras and improved lighting. Electronic locks have been installed in all classrooms and labs, ensuring the safety of equipment. (Doors are programmed to lock after a specific period of time, preventing the possibility of rooms being left unlocked for extended periods of time.) The College continues to strive to improve accessibility.

All new construction and renovations are mandated to incorporate ADA guidelines.

The college is in compliance.

Planning Agenda

Outcome: Continue to improve safety and security for Ohlone.

Task: Provide adequate equipment, training and staffing for Campus Police. Continue high visibility foot patrols on campus.

Ensuring Ongoing Compliance: Training, reports and documentation.

Impact On Student Learning: Students feel safer on campus.

III.B.2. To assure the feasibility and effectiveness of physical resources in supporting institutional programs and services, the institution plans and evaluates its facilities and equipment on a regular basis, taking utilization and other relevant data into account.

Descriptive Summary

Assessment of the facility is ongoing and the annual assessment results in the annual Scheduled Maintenance submitted and 5 Year Construction plan to the State. The Educational Master Plan is a planning document that identifies the educational mission, goals and direction of the college while the Facilities Master Plan assesses data such as space utilization and capacity use ratios, to ascertain if the physical facilities can support the educational mission and goals of the College.

Self Evaluation

Ohlone is in compliance. The Facility Condition Assessment Report is the basis from which the College submits applications to the State for funding maintenance and renovation. The scheduled maintenance and capital improvement submissions come from the facilities staff that are working with the equipment and facilities daily and have the best knowledge of the needs required to keep up the facilities.

The Educational Master Plan and the Facilities Master Plan are means to assure the feasibility and effectiveness of the physical resources in supporting the institutional programs and services.

Planning Agenda

The college is in compliance.

III.B.2.a. Long-range capital plans support institutional improvement goals and reflect projections of the total cost of ownership of new facilities and equipment.

Descriptive Summary

The five year capital plan reflects the total cost of ownership analysis is used to support acquisition and planning decisions for a wide range of district assets that contribute to significant maintenance and operating costs across a usual life of several years or more. Total cost of ownership is used to support decisions involving facilities, technology, vehicle and instructional equipment. The five year capital plan can be found in the evidence documentation.

The College planning process for the building of new facilities and upgrading and maintenance of existing facilities is first reviewed by the Shared Governance College Counsel. They then recommend to the Board of Trustees the priority of the projects to be submitted to the California State Chancellors Office for capital planning funding. The 5 Year Construction Plan is submitted to the State each spring. In addition, annual scheduled maintenance and hazardous material abatement funding applications are submitted to the State in accordance with yearly application funding cycles.

The District is in the process of assessing repair needs in the weatherproofing of existing building structural walls. To date, Building 1 has been resealed and painted. The District plans to continue and enlarge this project, assessing water intrusion levels above ground and below ground, and responding to weatherproofing needs as they are discovered in order to protect and enhance the learning environment of students.

The Facilities Assessment has identified several buildings with high Facility Condition Index marks (high cost to repair); these buildings - 19, 24, 25, and 26 - have been removed or slated to be removed. Ongoing budget is needed for a vehicle and institutional equipment.

Self Evaluation: The college is in compliance.

Planning Agenda

Outcome: To have sufficient funds to accomplish the capital plans.

Task: Seek out additional funding through developing the frontage property, pursuing State funding and other additional resources.

Ensuring Ongoing Compliance: The college is in compliance.

Impact On Student Learning: Improved learning environment.

III.B.2.b. Physical resource planning is integrated with institutional planning. The institution systematically assesses the effective use of physical resources and uses the results of the evaluation as the basis for improvement.

Descriptive Summary

Ohlone College was built in 1971 and the age of the campus is showing. The college community and the Board of Trustees created a Capital Projects Priority list assessing all the capital needs to improve the learning environment for the community. Capital project lists can be found in evidence documentation.

The approximate \$345 million in needs have exceeded the available funds from the Measure A Bond and the State Department.

The proposed frontage development will play an integral role with the overall planning for the District to accomplish its' goals.

Four key components to assess the effectiveness of resources are:

1. The five-year construction plan
2. Scheduled maintenance
These are submitted annually to the state after the College Council review and Board approval.
3. Space inventory.
This is submitted to the state after confirmation from the facilities department, instruction, and student services.
4. Facilities condition assessment.
This in an ongoing report submitted to the state through the Fusion Program.

The District is in the process of reviewing replacement needs for the vehicle fleet. District vehicles that are used for student transportation to events all exceed 100,000 miles and are of the 1980's, 90's vintage. Regular budget and one-time funding have been designated to replace six aged vehicles with four dual fuel vehicles and two hybrid vehicles. The dual fuel vehicles are 8 passenger vans.

Self Evaluation

The college is in compliance.