

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Facilities: Programs should list no more than three facility or renovation items. Identify the area in need of physical renovation, maintenance and/or repair. Requests for additional space should also be listed here. *Requests listed in this category will be forwarded to the Facilities Committee to evaluate through their own processes.* Provide a thorough rationale, **using data to support your request**, in order to help the Facilities Committee with their evaluation. List the approximate cost of your request.

Name of Person Submitting Request:	David Rubio
Program or Service Area:	Athletics
Division:	Social Science. Human Development, Kin/Athletics
Date of Last Program Efficacy:	Fall 2017
What rating was given?	Continuation
Strategic Initiatives Addressed: (See Appendix A: http://tinyurl.com/15oqoxm)	Access, Student Success, Institutional Effectiveness, Planning, Campus Climate

Replacement

Growth

1. Renovation Request

Softball Field Reinstalled.
San Bernardino Valley College is out of compliance with Title IX of the Education Amendments of 1972. Title IX states all student athletes must have the same opportunity to compete regardless of gender or sport. We do not have a softball field on campus. Our softball team is currently practicing at San Geronimo High School in San Bernardino. This put our softball team at a disadvantage compared to other sports that are practicing and competing on campus. San Bernardino Valley College cannot provide proper support for the softball team. There is a lack of support such as; proper/safe field maintenance, consistent institutional oversight, a safe and secure facility for our student athletes (no athletic trainer if injury occurs), proper and secure storage of equipment. It is a logistical problem for support staff to properly support game management day (days of competition). It is very difficult to maintain a successful program without the proper institutional support.
 To put in perspective, say, SBVC offered an English class but, did not have a classroom to instruct in SBVC might decide to offer the class at a high school. At the high school there is no internet access and no teaching supplies in the class room. The instructor would have to clean his/her room because there would be no custodial support. Students would not have access to restrooms and air conditioning might or might not be turned on. No secretarial support and the wellbeing of the students or the instructor would depend on how long it would take police or paramedics to respond to a 911 call.

Approximate Cost: Bare minimum cost: \$500,000.00

2. Renovation Request

Strip, Level, Reseed Soccer Field and Replace Sprinkler System. Our soccer field is also used as a throw field for track and a jogging area for cross country. The college has recently done some maintenance on the soccer field but, this is basically a band aid and does not address the major concern of an unsafe playing surface and a poor irrigation system. It is dangerous when

student/athletes are running full speed on an uneven surface. We have over 100 students practicing and competing on this facility each semester and EMP data shows this facility/classroom is consistently used at a high rate, retention and success is above college average.

Approximate Cost: Minimum cost: \$250,000.00

3. Renovation Request

Strip, Level, Reseed Baseball Outfield. Our baseball outfield is just as bad if not worse than our soccer field. It has an uneven playing surface in which student/athletes can injure themselves. The sprinkler system is outdated and inadequate. There have been no upgrades or repairs on the outfield since I have been here (25 years). We have as much 80 student/athletes practicing on this field at one time. EMP data shows this facility/classroom is consistently used at a high rate, retention and success is above college average.

Approximate Cost: Minimum Cost: \$250,000.00

**FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018**

Name of Person Submitting Request:	Rick Hrdlicka
Program or Service Area:	Campus Technology Services
Division:	Administrative Services
Date of Last Program Efficacy:	2015-2016
What rating was given?	Continuation
Amount Requested (if available):	50,000
Strategic Initiatives Addressed:	<u>Strategic Directions + Goals</u>

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

You are required to meet with Robert Jenkins--Director, Facilities, Maintenance, & Operations--prior to submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us. Please provide the date of your meeting:

10/16/2018

Capital Improvement X

Brief Statement of Request:

Install awning or shade cover for cart parking area.

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes NO x

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

Install awning at end of CTS building where electric carts are parked. CTS moved to their new location a fence was put up to park our carts in. We need some type of cover to protect the carts from the elements.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

4. What are the consequences of not funding this facilities request?

Equipment ages faster.

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Sheri Lillard
Program or Service Area:	Chemistry
Division:	Science
Date of Last Program Efficacy:	2016
What rating was given?	Continuation
Amount Requested (if available):	\$34,000
Strategic Initiatives Addressed:	2.5.1 Student success (completions, including transfer and degrees)
	Strategic Directions + Goals

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Meeting with Sheri Lillard & Bob Jenkins: 10/15/2018 1:00 p.m.

Capital Improvement X

Brief Statement of Request:

Increasing lab drawers for Organic Chemistry (CHEM 212/213) in PS 310 and PS 311, and equipping CHEM 205 drawers (PS 311) with locks.

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes NO X

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

We moved into the Physical Science building during Summer 2011, and have been fully occupied beginning with the 2011-2012 academic year. We currently have one laboratory dedicated for courses in Organic Chemistry, which include CHEM 104, CHEM 105, CHEM 212, and CHEM 213. Due to the type of chemicals used in these courses, it is important for CHEM 101 students not to share the same space. The adjoining room, PS 311 is an instrument room, which contains balances, other instrumentation, and additional drawers. In recent years, due to increased lab offerings and occupation of the other four lab rooms, the CHEM 205 lab (Quant. Analysis) has also migrated to PS 310/PS 311, and now utilizes unlocking lab drawers in PS 311.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

In the past several years (including 2017-2018 EMP), a goal has been to increase number of science majors and STEM degrees. Since 2011, our offerings of CHEM 212/213 have grown significantly (see Enrollment Trends below). If we are to maintain the quality of instruction for our current lab offerings, ensure student success, and grow according to the District's and College's projections, we must be able to expand the number of lab drawers for these courses.

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

Quality of Instruction. CHEM 212/213 are sophomore courses at the transfer institutions. When our students transfer, and most of them do, they are expected to have acquired a certain standard of laboratory skills. In this particular year-long sequence, it is absolutely necessary that students work independently and this can only be accomplished if they have their own set of glassware in their own lab drawer.

Enrollment Trends. When this building was designed, the typical offering of Organic Chemistry was on-sequence; in other words, CHEM 212 in the Fall and CHEM 213 in the Spring, for a total of 2 sections per year. In Fall 2011, we had 3 sections in the Fall and 2 sections in the Spring, for a total of 5 for the year. This already represented a 150% increase in Organic lab sections, compared to what had been offered for many years. If we further compare 2011–2012 (5 sections) to 2017–2018 (11 sections), we have doubled the number of sections offered, or have experienced another 100% increase in the past several years.

Current Lab Drawers. We have 76 lab existing drawers that are used for CHEM 212/213. Given that we currently offer 5 sections of CHEM 212/213 this semester, with a cap of 20 students, this amounts to 100 lab drawers needed. We are already short by about one section, to allow each CHEM 212 and CHEM 213 student to perform their lab work independently.

Proposed Expansion. There are three areas in PS 310/311 proposed for this project: 1) There is space in PS 310 that is currently used to hold backpacks, etc., which students rarely use; 2) There are a few large cabinets, which are also rarely used; and 3) There are large cabinets in PS 311 that are sometimes used. A preliminary estimate reveals that converting these spaces would provide an additional 64 lab drawers, which when combined with the existing 76 will give a total of 140 drawers. This number of drawers could house 7 complete sections of CHEM 212/213, would allow our current students to work independently, and would accommodate additional growth over the next several years. The other part of this request is simply to have locks installed on the bank of drawers currently used for CHEM 205. Given the rigorous nature of the expected lab results, it is critical that the students can lock up their glassware, in order to prevent students in other classes from “borrowing” it.

4. What are the consequences of not funding this facilities request?

Most importantly, quality of instruction will suffer, because we will have no choice but to have students share lab equipment. We already know that such a situation does not promote student success in the laboratory sciences—students who have relied too heavily on lab partners in previous courses lack the necessary skills to set up the glassware and perform the experiments accurately and efficiently. This practice of working with lab partners is pedagogically unsound, especially for a lab sequence so critical to many of the sciences (e.g., chemistry, biology, biochemistry) and professional health areas (e.g., medical school, pharmacy school, etc.). The students will not achieve the independence that is expected by our faculty, the degree, and the instructors at the transfer institutions. Additionally, we will have no room to grow, because we are already beyond capacity with the existing lab drawers.

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Sheri Lillard
Program or Service Area:	Chemistry
Division:	Science
Date of Last Program Efficacy:	Spring 2016
What rating was given?	Continuation
Amount Requested (if available):	\$125,000
Strategic Initiatives Addressed:	Provide exceptional facilities: Maintain a safe and secure environment.
	Strategic Directions + Goals

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

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Meeting with Sheri Lillard & Bob Jenkins: 10/15/2018 at 1:00 p.m.

Capital Improvement

Brief Statement of Request:

Replace control system and mechanical instrumentation for fume-hood ventilation in the Physical Science building.

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes NO

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

<p>We have been told by our maintenance staff that the mechanical aspects of the ventilation system and the control system are obsolete. Updated and reliable ventilation within the laboratories is a critical safety issue. The Physical Science building opened in 2011, and while only 7 years old, we have had repeated issues with the ventilation system that is tied to the fume hoods in the laboratories. This semester, the system malfunctioned again causing us to cancel lab sessions in several labs for two days. Our understanding is that the instrumentation that regulates the flow of air is difficult to repair. Related to this, the control system does not permit control of individual areas, which both affects ability the to repair broken components and impedes modern energy-management.</p> <p>Continued maintenance on an obsolete system is expensive and disruptive. Taking a pro-active stance, and replacing the system now is a better alternative than a using a band-aid approach. Given that we are expected to occupy this relatively new building for 50 years, and that proper</p>
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ventilation is a safety issue, updating both the mechanical aspects and the control system should be performed to ensure a safe and reliable learning and occupational environment.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

Our 2017-2018 EMP states a goal of increasing our majors and STEM degrees. Without updated and reliable ventilation in our laboratories, we cannot run our lab classes. So not only would we be prevented from increasing our majors and degrees, we risk having to cancel lab courses due to improper ventilation. As Chemistry is a laboratory-based science, we currently offer 51 labs per week (Fall 2018) with 55 labs per week scheduled for Spring 2019 (including 3 new labs on Fri/Sat). **97.6%** of our classes in Fall 2018 have lab (40 out of 41), and this lab component is critical. It is a requirement for articulation to 4-year institutions, as well as serves as a prerequisite for allied health programs such as nursing. We are not in a position to simply not offer lab; it would decimate our program, and impact the educational paths of hundreds of students per semester.

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

This is primarily a safety issue. There must be adequate ventilation through the laboratory fume hoods when student are working with certain volatile chemicals. If an individual fume hood's air flow isn't functioning, we can prohibit use of that hood. However, there are times when ventilation malfunction requires us to cancel entire labs, because the air flow in entire rooms is disrupted. This requirement impacts student learning, because we do not have the capacity to permit make-up labs. If we have to shut down a lab session due to inadequate ventilation, the students miss that time.

4. What are the consequences of not funding this facilities request?

Potentially unsafe environment, continued costly maintenance on obsolete equipment, cancelling lab sessions while fume-hood systems are being repaired, and a worst-case scenario of not offering lab at all (in the case of a total system failure), thus impacting hundreds of students.

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Stacy Meyer
Program or Service Area:	Culinary Arts Department
Division:	Applied Technology, Transportation and Culinary Arts
Date of Last Program Efficacy:	2018
What rating was given?	continuation
Amount Requested (if available):	5,000,000.00
Strategic Initiatives Addressed:	1.7, 1.8, 2.0, 3.1, 3.4, 3.7, 3.8, 3.10. 5.1, Strategic Directions + Goals 5.2, 5.3, 5.4, 5.5, 6.0

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

You are required to meet with Robert Jenkins--Director, Facilities, Maintenance, & Operations--prior to submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us. Please provide the date of your meeting:

Mr. Jenkins and I meet regarding facilities almost once a week. The hoods are not adequate for a kitchen and break down often, the air conditioning does not adequately cool the kitchen which makes the students very uncomfortable, the kitchen storage spaces are very small and can only accommodate 2-3 students at a time. The kitchen space is small and not laid out properly for safety or for teaching. There are walls separating work spaces which allows for injuries and severely minimizes visual line of site, contact, and clarity for the students and instructors. The refrigeration is breaking down and the program has purchased and replaced 2 refrigerators, an ice machine (which is now not working again), 8 ovens and 4- 12 top ranges. Currently the sandwich refrigeration is down but this is built in to the counter top and will be very costly to replace. The program is in growth mode. With the kitchen being so small and the program putting thousands of dollars into the kitchen to keep the program at the caliber it needs to be in order for student success. The program cannot grow further due to space issues. The program purchased the food truck in order to try and offset the growth a little. The truck can accommodate up to 10 students. We need a facility that will accommodate growth and be outfitted with the proper kitchen equipment for training purposes. There are over 8,000 job openings in the Inland Empire in Hospitality and Food Service. Students that graduate from our program are getting jobs and being promoted quickly within the industry. The department has added a baking program to increase enrollment and is in the process of adding a Hospitality program. With new additions to the culinary arts department space and kitchen facilities are needed to accommodate the students to ensure student success.

Capital Improvement

Brief Statement of Request:

The Culinary area is bursting at the seams and the facilities are not adequate to create a proper learning environment for students. The students are packed in like sardines causing accidents to occur often. With so many students in one space the environment becomes unsafe. With only one kitchen to house two successful programs the department is not able to offer the courses outside of the assigned time frames at which we are currently running. Currently the baking program is running in the evenings while culinary arts program runs during the day. With one kitchen we cannot vary the times without interrupting the pathways of the programs that have been created.

With a new facility the program could graduate or transfer more students and help close the gaps within the industry. With the limited space we currently have there is no way to grow the program further. Given the amount of open positions within the industry we should be enlarging our space in order to help fill the gaps.

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes NO

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

Mr. Jenkins and I meet regarding facilities almost once a week. The hoods are not adequate for a kitchen and break down often, the air conditioning does not adequately cool the kitchen which makes the students very uncomfortable, the kitchen storage spaces are very small and can only accommodate 2-3 students at a time. The kitchen space is small and not laid out properly for safety or for teaching. There are walls separating work spaces which allows for injuries and severely minimizes visual line of site, contact, and clarity for the students and instructors. The refrigeration is breaking down and the program has purchased and replaced 2 refrigerators, an ice machine (which is now not working again), 8 ovens and 4- 12 top ranges. Currently the sandwich refrigeration is down but this is built in to the counter top and will be very costly to replace.

The program is in growth mode. With the kitchen being so small and the program putting thousands of dollars into the kitchen to keep the program at the caliber it needs to be in order for student success. The program cannot grow further due to space issues.

The program purchased the food truck in order to try and offset the growth a little. The truck can accommodate up to 10 students.

We need a facility that will accommodate growth and be outfitted with the proper kitchen equipment for training purposes.

There are over 8,000 job openings in the Inland Empire in Hospitality and Food Service.

Students that graduate from our program are getting jobs and being promoted quickly within the industry.

The department has added a baking program to increase enrollment and is in the process of adding a Hospitality program. With new additions to the culinary arts department space and kitchen facilities are needed to accommodate the students to ensure student success.

The Culinary area is bursting at the seams and the facilities are not adequate to create a proper learning environment for students. The students are packed in like sardines causing accidents to occur often. With so many students in one space the environment becomes unsafe. With only one kitchen to house two successful programs the department is not able to offer the courses outside of the assigned time frames at which we are currently running. Currently the baking program is running in the evenings while culinary arts program runs during the day. With one

kitchen we cannot vary the times without interrupting the pathways of the programs that have been created.

With a new facility the program could graduate or transfer more students and help close the gaps within the industry. With the limited space we currently have there is no way to grow the program further. Given the amount of open positions within the industry we should be enlarging our space in order to help fill the gaps.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. *(Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)*

The programs last efficacy report under trends; 2016 Efficacy

Trends within the food service industry are for the hotels and restaurants to go back to baking desserts, breads and pastries in house instead of purchasing the products. Molecular Gastronomy is still a trend within the industry. Gastronomy the art of using chemicals to transform everyday ingredients into new and exciting foods by giving the food a new look, texture and flavor. This practice is mostly done in high end restaurants however the trend is starting trickle down to lower end restaurants as chefs and cooks experiment with chemicals.

Food trucks are a huge trend currently in the food service industry. We follow them on twitter, Facebook, and Instagram to find where our favorite truck is parked for the day.

These trends will impact program planning due to the fact that the equipment has to be purchased in order to teach the students trends that are up and coming or happening now within the industry. To purchase more equipment means a larger facility. The culinary department has already grown out of the kitchen and dining area due to lack of planning on the college's part. The old kitchen was able to handle 50 students at a time each having a station to work from. Now with 17 stations and current equipment, there is no room for growth.

The department is planning on creating a one year culinary program as well as a one year baking program. This will not help with space however more students can come thru the program and complete faster. The department has designed a new facility that will facilitate the department's needs and allow growth. The new facility will be all encompassing, baking, culinary, catering and nutrition, the programs will run during the day and evening hours.

Current EMP 2018 Fall- This will sent as an attachment because it will not copy in order to embed the document.

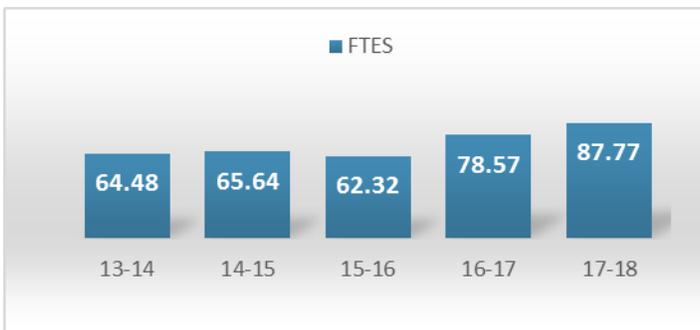
In the context of the department goals and action plan it states that the college should look into renting a kitchen such as the kitchens at the Art Institute. Their program is closing as of December 2018. The kitchens, storage and class rooms will be vacant and is perfect for our growing program. Ideally a larger kitchen one for baking and one for culinary should be built on campus so the students have customers to practice service and cooking skills. The program is for the most part self-sustaining. With a larger facility to train the students, we would be able to have larger caterings and train more students. The program and students would benefit from a larger facility that had adequate storage and space for the students to work. Currently the students fight over space. Class starts at 8:00am however students come in at 7:00am in order to find work space to complete the tasks so they don't have to fight for work space. The program is growing rapidly. With the Art Institute campus closing in December we are expecting a large influx of students to join the culinary and baking programs. We need space to house the influx.

Another thought is to build out the North Hall kitchen and turn it into a commercial kitchen for baking to be housed. This would take some strain off of the main kitchen and allow for more classes to be offered in both the culinary and baking programs. As North Hall stands now it is set up as 5 small home style kitchens. The kitchens do not meet health code for a commercial kitchen and would have to be altered before we could use the kitchen for baking.

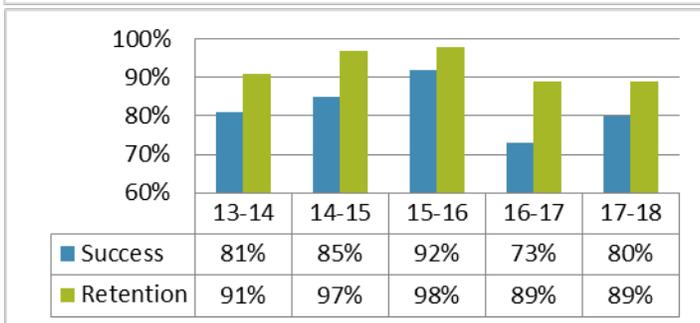
3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).
4. What are the consequences of not funding this facilities request?

The program has out grown the kitchen. Without a larger kitchen the program will be limited on growth and become stagnant. Perhaps the college can rent a space such as the empty Art Institutes kitchens off Hospitality in San Bernardino. This space has enough storage, class rooms and kitchens for the program to be run day and night which will allow more students to take the courses and completion rates will increase.

The department was working with the district office a few years ago to try and find a larger space for the culinary and baking programs but all the building that were found rented out before the building could be acquired.



	13-14	14-15	15-16	16-17
Duplicated Enrollment	362	344	287	384
FTEF	4.19	5.25	4.85	5.54
WSCH per FTEF	461	375	385	425



	13-14	14-15	15-16	16-17
Sections	17	20	18	21
% of online enrollment	0%	0%	0%	0%
Degrees awarded	3	6	6	3
Certificates awarded	14	20	33	15

Student success is currently at 80% this is an increase from 16-17 which was at 73%. The students are doing well within the program however they do have complaints such as space issues, and the limited times in which classes are offered. Many students have to quit their current jobs in order to take our program. The programs have limited times because of the space issue. There is only one working kitchen. There is no way we can run both programs at once due to the small commercial kitchen that we currently have.

Student retention is at 89% which is acceptable for the program. In 15-16 the programs student retention was at 98%. The program has changed with the addition of the baking program. The department thinks the times that the programs are offered is part of the reason the retention has dropped. The other part is the space. The students are crammed into a space and expected to learn. The accelerated program could also play a part in the retention rate dropping. The new accelerated program is on its second year. We do not have data that says if it is a better for the students or if the program needs to go back to a longer program. Hopefully by the 3rd year we will be able to make that decision.

EMP:

Departmental/Program Goals: (Goals should be specific, measurable, linked to your data analysis, and reflected in the Action

1. Continue to grow the programs within the department.
2. Hopefully start the Hospitality program in fall of 2019. if programs and curriculum are approved by the state.
3. Hire a full time professional expert for culinary and baking.
4. Adjust the certificates and degree to include the food truck.
5. Complete the 4th round of SWP for Culinary, Baking and Hospitality.
6. Hire adjunct staff for hospitality courses.
7. **New building for Culinary and Baking courses.**

Challenges & Opportunities: (Challenges and opportunities should be reflected in the Action Plan. 200 words maximum).

1. Advertising the program to the area high schools.
2. **Getting a larger building to house programs, culinary, baking and hospitality.**
3. Increasing student enrollment within the courses.
4. Expanding the catering to include outside or off campus venues.
5. Expanding programs.
6. Working Cart for culinary, baking and catering that has a flat bed.

The above departmental goals, challenges and opportunities are works in progress. The department has set timelines for each goal. It is the departments hope that all goals will be reached within the timeline set.

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Joe Notarangelo
Program or Service Area:	English Department
Division:	Arts & Humanities
Date of Last Program Efficacy:	Spring 2017
What rating was given?	Continuation
Amount Requested (if available):	
Strategic Initiatives Addressed:	Strategic Initiatives 1&2
Strategic Directions + Goals	

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Joe Notarangelo met with Robert Jenkins: 10/9/18, at 1:30 p.m.

Capital Improvement

Brief Statement of Request:

The English Department requests the LA206 computer lab be dedicated to AB705 Freshman Composition courses, so the department can accommodate approximately 200 of the 800-1000 incoming freshmen who will be enrolling in English 101+086 courses. Additionally, it requests a 50-foot sound partition be built to split the room essentially in two, accommodating almost half of the students projected to enroll in English 101 Fall '19 who will assess into classes 1-2 levels lower. This is an ideal space for it already has computers essential to this cohort's success as well as being immediately adjacent to English Department Instructors and the Writing Center.

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes NO

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

Fundamentally: the passing of Ca. Senate Bill AB705 places almost every incoming SBVC student into Freshman Composition whether they are prepared or not, *and* it allows every student to select Freshman Composition, regardless of assessment results or counselor recommendations. SBVC English Department is addressing these underprepared students' needs by requiring a co-requisite that allows for concurrent basic skills development with the Freshman Comp. curriculum. Logically, this curriculum requires continual hands-on access to writing technology (word processing programs and internet access for research and student support) to improve writing and research skills to a level at which they can be successful in the class. The use of an existing lab immediately adjacent to the

English Department and the Writing Center will save the college thousands of dollars otherwise needed to implement this program.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

Comply with AB705-**strategic initiatives 1 & 2:**

- The passage of AB705 allows Basic Skills students who formerly assessed into English 914 or English 015 to enroll into college-level classes (Freshman Composition). Based upon recent enrollment figures, **this translates into 800-1000 additional students enrolling in English 101 each semester who assess into Basic Skills classes, or in other words, courses 1-2 levels more difficult than their assessed skills level.** The English Department will implement English 101 co-requisite courses for these students to provide the additional support necessary to succeed in a class 1-2 levels higher than their assessed level.
 - The types of supplemental instruction inherent to these co-requisite courses include a significant amount of time in which students work on the research, drafting, and revision process during class time. All of these activities will require continuous access to word processing programs and the internet.
 - Having computers in the classroom will enable faculty to better support students in research and internet literacy—both of which are integral components of English 101—and will allow for more thorough assessments of research that are otherwise difficult to assess except for final products such as research papers.
- A number of recent Pew Research Center reports point to a much starker digital divide for low-income Americans and for Latinx and African Americans than does SBVC's Campus Climate Surveys. By expanding computer-based learning to all Basic Skills students who pass through the English Department en route to their careers and/or other goals, we can help bridge that digital divide. For reference, we include titles and links to three Pew Research Center reports under Section 5 (see Additional Information).¹
- The fulfillment of this funding request would also align with key elements of the Strategic Directions and Goals in the 2017 Comprehensive Master Plan for San Bernardino Valley College such as "improv[ing] access to technology" and promoting student success by "increas[ing] the percentage of students who succeed in basic skills courses." Additionally, because laptop labs equipped with Chromebooks that use Word Online require less hard drive storage space than traditional computers or laptops, this funding request is cost-efficient compared to regular computer labs and will "maintain fiscal and environmental responsibilities" while "provid[ing] exemplary technology and support." Included in the cost is a minimal \$5/laptop recycling fee and a manufacturer's 3-year extended warranty which ensures that any software/hardware issues that are not resolved by CTS will be serviced by the manufacturer within one business day.
- The installation of corequisite courses in place of basic skills courses to help underprepared students succeed in English 101 seems to be the recommended course of action of V.P. Long and Dean Weiss per an email forwarded to the English Department. See Section 5 (Additional Information) for details.²

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

¹Additional student success data related to section 4:

- "Smartphones help blacks, Hispanics bridge some – but not all – digital gaps with whites" (August 2017)

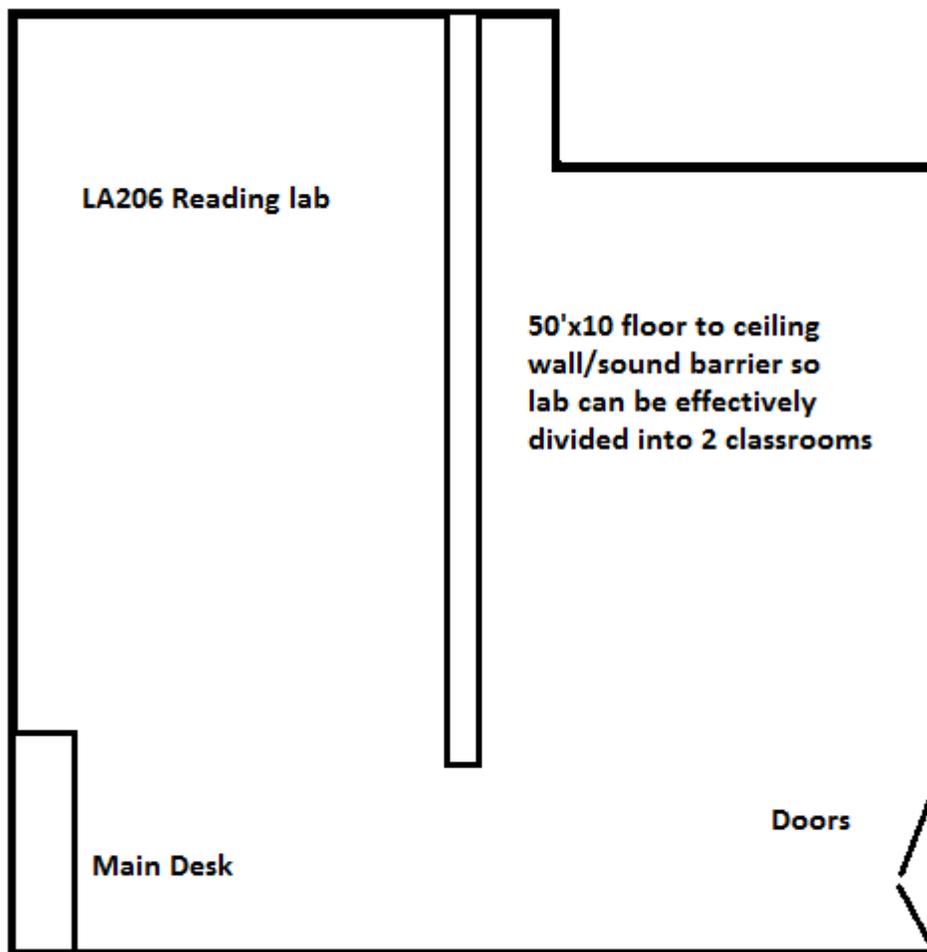
- <http://www.pewresearch.org/fact-tank/2017/08/31/smartphones-help-blacks-hispanics-bridge-some-but-not-all-digital-gaps-with-whites/>
- “Digital divide persists even as lower-income Americans make gains in tech adoption” (March 2017)
 - <http://www.pewresearch.org/fact-tank/2017/03/22/digital-divide-persists-even-as-lower-income-americans-make-gains-in-tech-adoption/>

²The implementation of corequisite courses in place of basic skills courses to supplement underprepared students in 101 seems to be the preferred solution of VP Long and Dean Weiss per an email entitled “Case Closed on Traditional Remediation,” sent to the English Department on Tuesday, September 04, 2018 8:42 AM.

4. What are the consequences of not funding this facilities request?

Not funding the facilities request will force the Arts & Humanities Division to find space elsewhere on campus with consistent access to computers for 200 students per semester. Not dedicating LA206 *at all* to AB705 English 101 classes will require the Arts & Humanities Division to find space elsewhere on campus for 400 students for these sections.

Requested construction:



FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Johnny Roberts
Program or Service Area:	HVAC/Refrigeration
Division:	Applied Technology, Transportation, and Culinary Arts
Date of Last Program Efficacy:	Spring 2017 Mini Review
What rating was given?	Continuation
Type of Facility Requested:	Awning /Cover for outside equipment storage area
Amount Requested (if available):	\$150,000.00
Strategic Initiatives Addressed:	1,2 ,6 provide exceptional facilities, promote student success, and increase student access.

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

It is suggested that you meet with Robert Jenkins – Director, Facilities, Maintenance, & Operations - prior to submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us.

Capital Improvement Repair

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes NO

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

A cover is needed for the area directly behind the Refrigeration Laboratory which houses many expensive A/C equipment that is now exposed to the elements and is affecting the equipment. This equipment includes actual A/C units donated to us by Carrier systems and are covered with tarp. They are sustaining damage the longer they stay out without cover protection. When students are working outside, we provide temporary cover for them.

2. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

Again, this is a problem that existed for the past four years and we have tried to protect the equipment from the elements the best we can. We do not have any space inside any storage area and this remains to be a priority. The equipment is critical for use within our laboratory curriculum.

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

We are trying to provide an extra storage, flex space so that we can keep our equipment that has no room available to be stored inside the Tech building.

4. What are the consequences of not funding this facilities request?

The Equipment will rust away under the elements and is further vulnerable from being stolen as currently the block walls can be jumped over and equipment can be stolen. This is valuable equipment (\$100,000) that was donated to us for use within our program of study.

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Sana Massad
Program or Service Area:	Nursing
Division:	Science
Date of Last Program Efficacy:	March 2018
What rating was given?	Conditional
Type of Facility Requested	Larger Computer lab
Amount Requested (if available):	\$117,500
Strategic Initiatives Addressed: Strategic Directions + Goals	To Meet the requirement of the accreditation agencies Student Success, Facilities

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

You are required to meet with Robert Jenkins--Director, Facilities, Maintenance, & Operations--prior to submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us. Please provide the date of your meeting:

10/17/18 met in person with MR. **Robert Jenkins**--Director, Facilities, Maintenance, & Operations
 And for pricing I consulted with Mr. **Rick Hrdlicka** – Director of Campus Technology Services

1. The estimated pricing as follow: 25 computer desks “hide away” (\$ 3000 each)= \$75,000
2. Networking cable will need it for 50 computers \$ 500 each = 25,000
3. Electricity Wiring “ one circuit for every 10 computers” for all 50 computers estimated =\$ 2500
4. The department has 40 computers already we could use but upon moving the computer lab from HLS #130 to HLS 132 we will need extra 10 computers each computer costs \$1500 =Total 10 computer will cost = \$15,000

Total estimated budget = \$75,000+ \$25,000+\$2,500 +\$15,000= \$117,500

Capital Improvement X

Brief Statement of Request:

Increase the number of computers by Changing Computers lab from Room 130 to Room 132

Are there alternative funding sources? (For example, Department, Budget, Perkins, Grants, etc.)

Yes NO X

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

To change the location of the computer lab from room HLS 130 to HLS 132. And to increase the number of computers from 40 to 50 in the new place. As stated by Robert Jenkins, Director, Facilities, Maintenance, & Operations “Room HLS 132 could fit and accommodate up to 54 computers”.

Most nursing courses uses computerized testing, and with the increased number of enrollment due to the Enrollment and Growth Grant, we are allowing more students into the nursing program. The Grant has provided the students with more resources that improve success rate such as the end of course HESI examination (computerized), some of the nursing courses have more than 40 students. It’s been very challenging to plan class examinations in both computers room downstairs in HLS 130, and the other computer room upstairs room HLS 231...the challenges we have been facing were with scheduling and staffing. Because of the limited numbers of computers available, we weren’t able to invite more than 40 students to take Admission HESI for each semester. We are in desperate need to increase the number of computers available in the computer lab to accompany our growing needs. As well as, meeting the needs of the existence courses

2. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

To allow more space for student success. To have state of the art technology/equipment that supports student learning for the discipline (EMP 2017-2018).

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

Technological knowledge is fully integrated into health care, from electronic health records to smart alarms for continuous monitoring of unattended patients, For this reason, technology must be integrated into our courses and different clinicals experiences to fully prepare our graduates to meet their patient’s needs . The need for having a larger size computer room in order to fit all the students in one room se is seriously will help providing varieties of learning opportunities to develop technological skills and knowledge to move students forward in the connected age of health care.

4. What are the consequences of not funding this facilities request?

To be able to meet the requirements of the nursing program accreditation agencies, the board of registered nursing (BRN) and ACEN. To integrate technology into nursing students education to meet the societal needs Inability to increase student’s enrollment. We have received an increase in the number of students accepted with the Enrollment & Growth Grant, and we will not be able to successfully support their learning for the discipline without having the needed equipment

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Sana Massad
Program or Service Area:	Nursing
Division:	Science
Date of Last Program Efficacy:	March 2018
What rating was given?	Conditional
Type of Facility Requested	Rooms modification (HLS 129, and HLS 130)
Amount Requested (if available):	
Strategic Initiatives Addressed: Strategic Directions + Goals	To Meet the requirement of the accreditation agencies Student Success, Facilities

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

You are required to meet with Robert Jenkins--Director, Facilities, Maintenance, & Operations--prior to submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us. Please provide the date of your meeting:

10/17/18 met in person with MR. **Robert Jenkins**--Director, Facilities, Maintenance, & Operations

Capital Improvement **X**

Brief Statement of Request:

Classroom modification of HLS 129, 130, 131 and 132. Request computers relocated from HLS 130 to HLS 132. Request existing tables in HLS 130 to be adjusted. Request building small storage room in HLS 130. Please see attached blueprint of requested changes.

Are there alternative funding sources? (For example, Department, Budget, Perkins, Grants, etc.)

Yes NO **X**

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

Currently the skills lab rooms are limited to the number of students that are allowed in the rooms to practice nursing skills. With the modification and enlargement of the skills lab, the nursing program can increase enrollment, contribute to student attrition and comply with fire code.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. *(Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)*

This request is supported by the Science Division and faculty and has been ranked as number one on the Science Needs Assessment.

3. Indicate any additional information you want the committee to consider *(for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.)*.

This request is vital in order for the SBVC nursing program to stay abreast of regulations put forth by the California Board of Registered Nursing (CA-BRN) and the accreditation body, Accreditation Commission for Education in Nursing (ACEN). This modification will keep SBVC nursing program competitive amongst the surrounding associate degree nursing programs in the Inland Empire. With the addition of a storage area, it will provide a safe, organized and secure location as requested by the CA-BRN accreditation report 2014, for expensive equipment, high fidelity manikins, and medical supplies such as, needles, syringes, biohazards, pseudo medications, infusion pumps, stethoscopes and central venous lines.

4. What are the consequences of not funding this facilities request?

This will create a situation where the SBVC nursing program will be out of compliance with the accreditation bodies mentioned above, CA-BRN and ACEN. Enrollment will be negatively influenced.

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Sana Massad
Program or Service Area:	Nursing
Division:	Science
Date of Last Program Efficacy:	March 2018
What rating was given?	Conditional
Type of Facility Requested	Cabinet “show case in HLS 129
Amount Requested (if available):	\$
Strategic Initiatives Addressed: Strategic Directions + Goals	Students success , to meet the educational needs , save the expensive educational modules

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

You are required to meet with Robert Jenkins--Director, Facilities, Maintenance, & Operations--prior to submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us. Please provide the date of your meeting:

10/17/18 met in person with MR. **Robert Jenkins**--Director, Facilities, Maintenance, & Operations

Capital Improvement **X**

Brief Statement of Request:

Build Show case in HLS #129

Are there alternative funding sources? (For example, Department, Budget, Perkins, Grants, etc.)

Yes NO **X**

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

We need a safe area to hold and store the expensive educational modules. These modules are used to illustrate simulation of real patient scenarios. Which will assist students success. Currently, there is not a designated place to save the valuable educational modules which in return end up missing or break down.

2. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.)

To have state of the art technology/equipment available that supports student learning for the discipline (EMP 2017-2018).

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

Each of these educational modules cost approximately between \$500-\$6000. The show case will provide a safe holding space.

4. What are the consequences of not funding this facilities request?

The equipment will end being damaged, lost, or broken. Which will cause financial burden to the department/college.

FACILITIES NEEDS ASSESSMENT APPLICATION
Fall 2018

Name of Person Submitting Request:	Melita Caldwell-Betties
Program or Service Area:	Water Supply Technology (WST)
Division:	Applied Technology
Date of Last Program Efficacy:	Two-Year Mini Review: March 19, 2018
What rating was given?	Continuation
Amount Requested (if available):	?
Strategic Initiatives Addressed: Strategic Directions + Goals	1) Access and Student Success 2) Facilities: SBVC will support the construction and maintenance of safe, efficient, functional facilities and infrastructure to meet the needs of students, employees, and community.”

NOTE: To facilitate ranking by the committee, submit separate requests for each project; however, multiple items can be submitted as one request if it is required that the projects are packaged together.

You are required to meet with Robert Jenkins--Director, Facilities, Maintenance, & Operations--prior to submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us. Please provide the date of your meeting:

Capital Improvement

Brief Statement of Request:

The WST Program is requesting the use of a dedicated classroom and laboratory space (storage for equipment and instructional supplies) to effectively offer the WST-075 Water and Wastewater Analysis course.

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes NO

If yes, what are they? _____

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

The Water Supply Technology Program resides in the Applied Technology Building, one of the few remaining buildings that has been scheduled for updating with bond measure funds. The current building lacks consistent and adequate classroom laboratory space for the water and wastewater analysis course. Heavy reliance is placed on the Science Division which permits use of its laboratory facilities despite limited availability. Most importantly the use of the traditional

classroom and laboratory is essential to running an environmental science program. Until the proposed Technical Building upgrades are completed, this disruption in making the traditional college education accessible continues to be problematic for program students.

2. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

Curriculum revisions are underway by department faculty to offer the "lecture" portion of the course online to offset the lack of laboratory space. However, the course does have a lab component which requires the demonstration of a specific set of skills, knowledge, and abilities as evidence of proficiency in the subject matter. The WST Program is also attempting to acquire the proper equipment and supplies by asking water agencies and industry vendors to donate items earmarked as salvage. The WST program is open for suggestions. Other options for management of this facilities issue could be sharing facilities with other businesses, high schools, or colleges. Or in accordance with Strategic Plan Section 1.13.1, "Explore implementing Virtual Internet lab to allow students access to lab classes in an online environment." (p.15)

3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

Recent regulatory changes by the certifying entity the California Water Environment Association (CWEA) to the knowledge, skills, and abilities (KSA's) of the occupation requires additional subject matter content and instructional hours. The laboratory analyst vocation deals with testing water in the laboratory. An essential duty is the performance of standard physical, chemical and biological tests on treated and polluted water, potable water, industrial and domestic wastewater and related materials, including proper sampling and preservation techniques. Understandably, to validate the curriculum it is important to replicate actual on-the-job conditions, whenever feasible.

4. What are the consequences of not funding this facilities request?

Due to the limited availability of facility resources, the course has been relegated to mostly a lecture course, which runs contrary to the approved Course of Record (COR). Not funding this facilities' request also runs contrary to "Strategic Initiative 6: SBVC will support the construction and maintenance of safe, efficient, functional facilities and infrastructure to meet the needs of students, employees, and community."