

Standard IIB: Physical Resources

IIB. 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.

IIB.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

Fresno City College is part of the State Center Community College District, a multi-campus district that also includes Reedley College and centers located in Clovis, Madera, and Oakhurst. Fresno City College opened its doors in 1910 and is now located on a 103 acre site with 514,000 square feet for instruction and support services. The campus has seven instructional division facilities, a student services building, an administration building, and other support structures.

The instructional divisions are applied technology; business; fine, performing, and communication arts; health sciences; humanities; math, science, and engineering; and social sciences. Within these divisions there are 151 classrooms/labs, 8 large lecture halls, a theater, a recital hall, and an art gallery. Each division has a central office that houses the division dean and support staff. These offices include faculty and staff mailboxes and other resources, such as a division conference room.

The learning resources center (LRC) building is 51,226 square feet and houses the employment resource center, a high tech computer lab, a financial aid annex, testing and assessment, graphics, the teaching and learning center (TLC), and a distance education classroom. There are 16 offices, 6 classrooms, 3 computer labs, 5 study and research rooms, and 1 meeting room. The LRC area includes tutorial services, honors, a computer lab, technical and network support, adaptive technology, and offices for staff and faculty.

Fresno City College offers a diverse and comprehensive physical education and athletic program, including twenty men's and women's sports. The facilities utilized by these sports include a 13,000-seat all-weather track/football stadium, an 800-seat baseball park, a softball diamond, twelve tennis courts (four of which are lighted for evening classes) a diving pool, a 25-yard lap pool, a soccer/practice football field, and a 14,400 square foot 2,500-seat gymnasium.

The field house at Ratcliffe Stadium contains both men's and women's locker rooms, a team meeting room, a weight training room, a 950 square foot athletic equipment storage area, and an athletic training room. There is also a 400 square foot athletic training room located near the on-campus gymnasium.

The police academy facility consists of five 24 feet by 40 feet bungalow-type buildings, including three classrooms, an administrative office, four restrooms, and storage. The facilities are outdated but well maintained. There is a large parking lot and a drill area on academy grounds. All-weather track and

training facilities for the conditioning program are located at the campus stadium and field house. Mutually beneficial relationships have been developed with the Fresno Police Department and the Fresno County Sheriff's Department. Other local agencies loan vehicles for training so the college does not have to maintain a fleet of cars. Off-site training venues to augment student learning are located at the Fresno County Peace Officer's Range, the Air National Guard, and the Sheraton Four Points Hotel.

The college activities office is housed in the college center, located on the south side of the campus cafeteria. College activities staff coordinates events and activities. The area is comprised of a lounge, student senate meeting room, and several staff offices. The student lounge, which measures 3,312 square feet, has approximately 50 double and triple seat sofas and single chairs. There are also several tables for student use.

The health services office is located downstairs in the student services building. The psychological services office, a 400 square foot area, is housed on the second floor of the bookstore building.

The child development center is 6,784 total square feet. The original building was built in 1986; two mobile rooms (bungalows) were added in 1998-99. The facility is currently licensed for 82 children. The center provides ongoing and professionally updated resources for early childhood education students to receive training and observe children in a high quality program. The center is state licensed and accredited. It offers full- and half-day programs for children from 24 months to 5 years of age. The college has

submitted an Initial Project Proposal (IPP) for a new facility in the event state funding becomes available.

The district police department's goal is to provide 24/7 service with officers on-duty at Fresno City College, Reedley College and the North Centers, but due to vacancies, late night and early morning hours are not always covered. The department includes a chief, three sergeants, and four officers. Vehicles include three marked patrols, one unmarked patrol, and an electric cart assigned to the Fresno campus. The police department has a written agreement with the Fresno Police Department that provides for mutual assistance where needed.

Parking on the campus is a continuing concern due to the high enrollment. Currently there are 20 parking lots with a total of 3,321 stalls located at various locations on the campus (IIIB.1). Of these stalls, 27 are reserved for specific individuals, 36 are reserved for motorcycles, 15 are for visitors, 55 are designated handicapped, 99 are metered, 511 are reserved for staff, and 2,578 are open to students with permits. The impact of the parking situation is most severe during peak periods, such as morning to early afternoon hours, and at the beginning of each semester. As a result of a bond measure passed in 2002, \$2.63 million has been allocated for campus parking (IIIB.2).

In addition, a \$2.1 million pedestrian and vehicle underpass to eliminate the existing at-grade railroad crossing at Weldon Avenue was completed in August 2005. This project was funded through state capital outlay funds and a federal grant administered through CalTrans.

Food service at the college is contracted out to two vendors. Yoshino's runs a small cafe in the college bookstore area, and Taher runs the college cafeteria and campus catering services. The cafeteria is 20,900 square feet, which includes a dining hall for food service, special events, and student activities. The staff dining room is available for employees and is often used for meetings.

Off-Campus Sites

The Career & Technology Center (CTC) and fire technology academy are located in the southwest part of Fresno on seven acres of land that support thirteen buildings totaling over 30,000 square feet. Eight of the buildings are metal structures or older portables that require considerable maintenance. The remaining five buildings include four relatively new portable classrooms and a restroom facility with handicapped access. The general grounds are in good condition. There are two credit programs at CTC: an evening automotive program and the fire technology academy. The evening automotive program covers all eight areas required for ASE Master Certification and shares the same eight-bay auto shop used by the day-only noncredit automotive programs.

Fire technology classes are held in three 900 square foot portables. Storage for apparatus and equipment is under a 2,800 square foot covered area surrounded by a chain link fence. There are four fire pumper trucks, one aerial ladder truck, and one ambulance on the site.

Manchester Educational Resource Center (MERC) was developed in 1999 due to growth on the Fresno City College campus and the addition of the Welfare to Work program. Several programs are located in the approximately 11,300 square foot

facility: CalWORKs, training institute, talent search, and the short-term business education vocational programs. The facility has a full service career center, seven classrooms, and one computer lab.

Administrative offices of the Fresno City College Training Institute are also located at MERC. The 1,600 square foot space consists of one enclosed office, seven cubicles, and a 12-seat conference room, which is shared with the MERC staff. The training institute primarily conducts contract training at employer work sites, at MERC, and in Fresno City College classrooms. The emergency medical services (EMS) program conducts most of its training at the Center for Advanced Research and Technology (CART) in Clovis.

Assessment

The district's Five Year Construction Plan and Space Inventory Report is updated yearly and submitted to the California Community Colleges Chancellor's Office (IIIB.3,4). These documents provide the state with information regarding current and projected enrollments and the utilization and construction/modernization of facilities. The college and district have been proactive in seeking funding to keep the physical facilities in good condition through a \$161 million bond, projects using Proposition 47 dollars, lottery funds, and matching funds from the state.

The 2004 Executive Summary of the Faculty-Staff Accreditation Self Study Survey indicates all respondent groups believe that the grounds and the exteriors of buildings are pleasing and well-maintained and that student learning needs are central to physical resources planning (IIIB.5). Although largely positive, respondent groups varied slightly in

their agreement that physical resources are constructed and maintained to assure access, safety, and security. Only administrators agreed that the college maintains resources to assure effective utilization, that physical resources are constructed and maintained to assure a healthy environment, that maintenance is adequate in the interior of buildings, or that the facilities at their worksite are well-maintained. All respondents were neutral about the adequacy of parking; most respondents leaned toward disagreement in this area. The 2003 College Outcomes Student Survey concerning personal security/safety on campus had a response average of 3.63 (IIIB.6).

The college provides a physical environment that is conducive to student learning and supports institutional goals.

IIIB.1a 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

Planning and prioritization of new facilities are coordinated by college administration and includes participation by faculty, classified professionals, and students. The district participates fully in the state's Scheduled Maintenance Program (IIIB.7). Some of the major projects completed on the campus in the past few years include the addition of a new chiller and cooling towers to upgrade the campus cooling loop, upgrading the exterior lighting in parking lots and along campus roadways, improvements to the campus fire alarm system, and the replacement of portions of the underground heating

and cooling loop. The business education building was re-roofed in Spring 2005 and the math science and engineering building was re-roofed in Summer 2005. The campus will also be submitting an Initial Project Proposal to the California Community Colleges Chancellor's Office to construct a permanent child care facility on the existing site, replacing the existing portable buildings. The maintenance and operation of the physical facilities is organized by District Operations under the direction of the assistant vice chancellor of operations. The facilities department is divided into two functional areas: maintenance and grounds.

There are two major renovations of existing facilities funded as capital outlay projects through the California Community Colleges Chancellor's Office. The first project is a \$12.5 renovation and modernization of applied technology buildings. Construction began in Summer 2005 and will be completed in Summer 2007.

The second project (\$3.3 million) will renovate and modernize the student services building. The preliminary plans for this project began in Fall 2004.

The student services area outgrew its assigned space in 1984, due in large part to rapidly increasing student enrollment and the college's response to student need for additional and/or expanded services. As a result, student services leadership embarked on a continuing process of evaluating space use and needs, which included the identification of alternative use of assigned space. This effort resulted in the eventual space allocation of the second floor of the bookstore building and a portion of the learning resources center for use by student services programs.

In order to accommodate the growing demand for space, several common spaces, larger offices, and a classroom were modified with modular furniture and partitions to accommodate more staff. The smaller space required for modular furniture enabled the college to assign more staff to available space while maintaining an acceptable aesthetic standard and providing privacy. The student services building now houses 67 staff members assigned to the following programs: admissions and records, dean of students, DSP&S, EOPS, financial aid, guidance and counseling, health services, veterans, and international students services.

Due to the passage of a local bond measure, plans are now being drawn to provide air conditioning for the main gymnasium, build a mini-gymnasium, construct a new weight training room connected to the field house, and move the field house athletic training room into the current field house weight training room (IIIB.2).

The Fresno City College custodial department consists of 35 employees working 3 shifts. There are a supervisor, 3 lead custodians, 2 utility workers, and 30 custodians. The supervisor works during the daytime, 1 lead custodian works the swing shift, and the other 2 lead custodians work the graveyard shift. The custodians work in a zone cleaning system and team up to cover for absent custodians. They clean approximately 600,000 square feet of classrooms, labs, industrial shops, offices, a gymnasium, and the field house.

The district operations maintenance department is made up of five distinct departments: police, construction, grounds, transportation, and maintenance. The maintenance department is responsible

for the maintenance and operation of the colleges' and centers' physical facilities. It is comprised of 13 classified employees: 1 warehouse worker, 5 maintenance workers, 1 maintenance specialist, 5 journey-level employees, and 1 journey-level lead person. This department is housed in a portion of the 18,235 square foot campus service center and is managed by the district director of maintenance and operations.

Requests for general maintenance issues and repair needs are forwarded to the operations department via maintenance service requests (MSRs) (IIIB.8). During working hours, emergency requests are phoned in to the operations office. After hours, maintenance emergencies are phoned into the district police department, which is available 24/7.

The district grounds department assigned to Fresno City College consists of 1 leadsman, 1 small engine/grounds staff person, 5 groundskeepers, plus 2 student aides, and upwards of 12 high school students who help clean up after sporting and special events. The grounds department is overseen by the district grounds services manager, who reports to the associate vice chancellor of business and operations. The district grounds manager is required to have a bachelor's degree in horticulture or a related area and a California pest control advisor and a pest control applicator's license. Additionally, 14 out of the 15 district employees are licensed pesticide applicators.

The shop area for the grounds department consists of two 625 square foot shop areas, a shared 1,350 square foot canopy for equipment storage, and shared space in the district maintenance yard.

Assessment

In November 2002, the voters in the district passed a \$161 million bond measure. Fresno City College will receive \$82 million to renovate and construct new facilities. This is in addition to the state-funded projects discussed above. These projects include \$25 million to renovate and bring back into use the Historic Old Administration Building. Planning committees have been meeting since Fall 2003 to design a use plan for the building. The plan envisions four large group instruction classrooms, some 25 regular classroom spaces, numerous offices for faculty, a completely renovated 750-seat theater, modern rehearsal space for college musical groups, and administrative offices. The bond also provides for the relocation of the existing Career & Technology Center to a new location in southeast Fresno; the renovation of the gymnasium, including the construction of a new practice facility for basketball and volleyball; the construction of a new health/fitness center, the relocation of the police academy to the new southeast center; the upgrading of the local area network and wide area network on the campus that includes a new fiber backbone to every building on campus and upgraded connectivity to every desktop and classroom, and the construction of additional parking on campus. All buildings have been constructed to conform to Title 24 California Code Regulations, known as the Field Act.

IIIB.1b 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

In conjunction with federal and state OSHA regulations, the SCCC Board of Trustees established the district's Injury and Illness Prevention Program, part of which states that the district will conduct quarterly safety inspections to be completed at the end of March, June, September, and December (IIIB.9,10).

The campus allocates additional funds from categorical funding budgets to purchase needed instructional equipment. Funding for campus repairs and upgrades also comes from district use of California state lottery funds, which are distributed in the form of decision packages (IIIB.11). The campus is maintained and improved on an annual basis. It is the operations department's goal not only to maintain but to continually improve campus facilities.

The operations department is made aware of all maintenance and safety concerns via the various notification processes addressed above in IIIB.1a, quarterly safety inspections, and the assignment of maintenance workers to all areas of the campus (100 percent of the campus is assigned to the five maintenance workers).

The campus has a standing accessibility committee and has been evaluated for handicapped access. Over the last few years, many improvements have been made in this area, including the installation of an elevator in the bookstore, several restrooms upgraded to meet ADA requirements, specialized student desks, ramps, and handrail installation, and installation of automatic sliding glass doors.

The campus has a standing safety committee. This committee has recommended many changes over the last few years to improve campus safety, such as the installation of classroom alarms (panic buttons). This system allows an instructor to activate a one-way speaker system permitting the police department to monitor classrooms and respond to emergencies. Most of the computer labs have burglar alarm systems, and the district maintains an emergency telephone system, with phones strategically placed around the campus for emergencies.

In Fall 2004, the math, science, and engineering division faculty and staff raised concerns about ventilation, fume hood inefficiencies, and formaldehyde issues. The issues continued to fester and resulted in a grievance filed by the union. These complaints were subsequently addressed by county health and OSHA inspectors. OSHA inspectors issued citations and listed items to be addressed. The college and district have moved to address and remedy all issues relative to these complaints and concerns.

The student services area has established procedures to provide an acceptable level of security and accessibility. Additionally, it is equipped with an auxiliary lighting system to supplement available ambient lighting in case of power outages.

Off-Campus Sites

Manchester Educational Resource Center staff conducts quarterly site safety inspections of classrooms, offices, restrooms, and all workplaces. An identification checklist is utilized for each area. Maintenance service requests are submitted for needed repairs or

attention. The reports are kept by the college business manager. Janitorial services are provided by Manchester Center Mall, and computer support is provided by one full-time technician.

Career & Technology Center staff conduct quarterly site safety inspections of classrooms, offices, restrooms, and all workplaces. An identification checklist is utilized for each area. Maintenance service requests are submitted as needed. The reports are kept by the college business manager.

In 1996, police services became a district police department. The department has an excellent working relationship with several of the surrounding law enforcement agencies. The district police department has been effective in reducing crime districtwide. The district police department has two offices; one serving Fresno City College and one serving Reedley College. The Fresno office is also responsible for the Madera, Clovis, and Oakhurst centers and the Career & Technology Center. The officers also assist the college nurses with medical emergencies and carry AED's (Automated External Defibrillators) in the patrol vehicles. The district police department also publishes the crime statistics which complies with the 1990 Crime Awareness and Campus Security Act. It is updated every year and made available to students and staff (IIIB.12).

Assessment

The college will continue to address student safety and health and provide a safe environment. Barrier removal is incorporated into the design of all new projects. The college assures access through ongoing assessment of student and public needs. In the student survey

question concerning the college response to students with special needs (e.g., disabled, handicapped), there was a response average of 3.81, which aligns with that of other public community colleges (IIIB.6). Additionally, as the survey results reveal, parking continues to be an issue for students, faculty, and staff at the beginning of each semester.

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

IIIB.2a Long-range capital plans support institutional improvements goals and consider projects of the total cost of ownership of new facilities and equipment.

Descriptive Summary

Three previous accreditation teams recommended that the college and the district address the status of the Historic Old Administration Building (HOAB) (IIIB.13). With the passage of a bond measure in 2002, the HOAB will be renovated.

ELS, the architectural firm hired by the district to renovate the HOAB, estimates that construction could begin in 2007. It estimates a two-year construction period and \$38 million to renovate the HOAB in its entirety. Measure E allocated \$25 million for this project. At its August 2005 meeting, the board of trustees allocated an additional \$5 million to the project.

The impact of inadequate parking is most severe during peak periods such as morning to early afternoon hours and the beginning

of each semester. In response, \$2.63 million from Measure E funds has been allocated to address parking issues. To meet community needs, the bond measure included funds for building a southeast center.

Assessment

Although the college does not systematically plan and evaluate the effectiveness of physical resources, the use of Measure E funds will significantly improve college facilities, as well as address concerns regarding the HOAB.

IIIB.2b 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

The institutional strategic plan calls for development of a space utilization plan to improve use of existing space, increase use of off-campus facilities, and increase accessible parking (IIIB.14). Fresno City College coordinates efforts and works with SCCC administration and operations to integrate college plans with the district strategic plan (IIIB.15).

An example of an institutional needs assessment ending in effective use of physical resources is the five-year ongoing LAN-WAN computer technology project. The campus needs-based integrated plan has provided the campus with the ability to serve computer network needs for students and staff.

Historically, the decision package process is utilized to allocate lottery funds for campus improvements. This process includes an

annual call for applications for one-time fund allocations. These funds are typically available for remodeling, new equipment, and facility improvement. In years of state budget difficulty, lottery funds have been used for office equipment maintenance and supplies.

The \$161 million bond passed in 2002, allocates \$82.03 million to Fresno City College to acquire a new site in southeast Fresno for CTC and the police and fire academies. It also includes money to renovate the Historic Old Administration Building and to increase campus parking. This will resolve some of major facility issues raised in the last self study report.

A master schedule for the bond projects is in place to monitor the progress of the projects and to provide ongoing updates to the board of Trustees. The college will continue to work with the district to leverage state funding through Propositions 47 and 55 and will continue to apply for future state funding. The district participates fully in the state's Scheduled Maintenance Program.

The remodeling of the student services building has been funded and is awaiting final approval. Modifications include the construction of two new offices, expansion of existing second and first floor foyers, reconfiguring the health services area, and other minor modifications including the upgrade of lighting in several public areas. Although current plans do not include the movement of any student services functions into the Historic Old Administration Building, it is anticipated that several functions will be moved to current spaces vacated by other areas that do move into the building.

Assessment

In implementing Institutional Strategic Plan 1999-2004, a committee was charged to develop a space utilization plan (IIIB.16). That committee, Theme Team 7: Supporting the Infrastructure, recommends utilizing the Historic Old Administration Building and all the secondary effects of office/classes moving into the building. The committee requested and received input from all campus organizations, instructional and noninstructional. The proposed plan was presented to the academic and classified senates for additional input before being sent to administration for consideration. When an architect was hired, the whole process started again, which was very frustrating to several members of the Theme Team 7 committee.

Each of the campus buildings has been assigned to an administrator for coordination of building improvements and maintenance. Requests for maintenance are made by the site administrator. To this end, Fresno City College worked with the district to procure \$12.5 million in state funding for modernization of the six applied technology buildings and another \$3.3 million to remodel the student services building.

Planning and prioritization of new facilities produced the following projects: the remodel of the applied technology Renovation I & II, Site Acquisition for the Southeast Center, student services building remodel, gym renovation, health/fitness expansion, and the Historic Old Administration Building renovation. The college assures that facility decisions are based upon institutional needs and plans effectively for improvement.

Planning Agenda for Standard IIIB

1. Reconvene the facilities and grounds committee representative of all constituent groups for planning, evaluating, and prioritizing physical facilities initiatives.

Resource Documents

IIIB.1	Parking Stall Breakdown	IIIB.9	SCCCD's Injury & Illness Prevention Program
IIIB.2	Measure E http://measuree.sccd.com/	IIIB.10	Quarterly Site Safety Inspections
IIIB.3	SCCCD Five-Year Construction Plan	IIIB.11	Decision Packages (Lottery Funds)
IIIB.4	Space Inventory Report	IIIB.12	Crime Statistics
IIIB.5	Accreditation Faculty and Staff Survey: Executive Summary	IIIB.13	Fresno City College Reaffirmation Evaluation Report, 2000
IIIB.6	ACT College Student Outcomes Survey Data Summary ACT College Student Outcomes Graphics Report	IIIB.14	Fresno City College Institutional Strategic Plan 1999-2004
IIIB.7	Scheduled Maintenance Program	IIIB.15	State Center Community College District Strategic Plan 2004-2007
IIIB.8	Maintenance Service Requests (MSRs)	IIIB.16	Space Utilization Plan