



Standard 8

Physical Resources

Overview

Clark College has made great strides toward meeting its *Value* statement, *"to maintain safe, functional, and adaptive facilities that are aesthetically pleasing and meet the changing demands of technology."* During the 1997-98 Clark College Mission review process, constituents from the College's service district described the campus as one of the "jewels" of Clark County. The 57-acre main campus with 26 buildings of 547,746 square feet is located in the heart of Vancouver's Central Park. This location requires the College to preserve open space in the central campus corridor in conformity with the Vancouver Central Park Design guidelines.

The College has effectively utilized a master site plan to guide the development of campus facilities for the past fifteen years. This Master Plan has been updated periodically to ensure its consistency with the College's Mission and conformity with requirements of other government agencies; e.g., Vancouver Central Park.

Clark has obtained sufficient resources over the past ten years to make significant improvements in facilities' management and operations. The aggressive pursuit of other funding sources to enhance state allocations has resulted in the addition of three new major buildings, the addition of usable space through remodeling, and ten additional smaller buildings.

In order to pursue the College's Mission for "accessible, comprehensive education," Clark has worked toward acquiring off-campus sites to accommodate the continued population growth in the northern and eastern parts of its service district.

Providing sufficient instructional and support facilities for an institution that continues to grow at an accelerated rate is an ongoing challenge. It requires the combined efforts and initiative of the campus community, State Board staff, and the College's legislative delegation. To date, the College has had sufficient institutional facilities for the overall delivery of programs and services and has been able to accommodate an ever-increasing number of students and programs. Over the past fifteen years state capital funds, local funds, and grants have provided the resources to construct 181,016 gross square feet of additional space. Newer facilities are listed below in Table 8.1.

Instructional and Support Facilities

Other facilities improvements include development of the 23-acre Physical Education and Athletic Complex, including construction of baseball, softball, and soccer fields; expansion and improvement of parking facilities; and site enhancements throughout campus such as outdoor lighting, sidewalks, and landscaping. In addition, the College currently leases 23,996 gft² of instructional space at the Town Plaza--located approximately three miles east of the main campus.

With the exception of a performing arts facility, the College has completely implemented its campus Master Plan. (Exhibit 8.1) The likelihood of receiving state capital funds to design and construct a new performing arts building is slim due in large part to the State Board's low funding priority for this type of facility.

Minor building additions/infills of less than 5,000 gft² each will complete facilities development on campus over the next ten years. Construction of additional major facilities on the present campus is limited by the capacity of the existing infrastructure (i.e., parking and utilities). More important is the requirement by the City of Vancouver to preserve open space in the central campus corridor in conformance with the Vancouver Central Park Design

Guidelines. (Exhibit 8.2) With the exception of the 23-acre physical education and athletic site and the performing arts facility, the campus does not have a potential major building site that would not conflict with the open space requirements of Central Park.

● Growth Accomodation

In order to accommodate growth, the College has used space more efficiently by increasing building hour use (e.g., more early morning, evening, and weekend use). This effort will continue. At the present rate of growth, the campus will achieve maximum utilization of existing program space in year 2003. Without new facilities coming on line by 2003, the College will be forced to limit program expansion and growth.

The Board of Trustees has directed the College to initiate development of off-campus satellite facilities to accommodate future growth. The College's first major capital budget priority is to construct a 57,000 gft² facility on the Washington State University-Vancouver campus at Salmon Creek to provide for the needs of transfer and place-bound students. (Exhibits 8.3 and 8.4)

The College has requested state capital funds for the design and construction of this facility; however, at present, the facility is rated fifth in the State

TABLE 8.1 NEWER FACILITIES

FACILITY	DATE	GFT2
Pride Addition (Parent Education)	1983	2,176
Bauer Hall	1985	15,000
Floristry Building	1987	808
Applied Arts II Addition	1988	2,350
Health Science North Addition	1988	4,300
Plant Services Building	1988	19,076
Bauer Hall Addition	1990	16,091
Cannell Library	1990	48,250
Child Care Building	1990	4,532
Gaiser Hall Central	1990	10,187
Gaiser Hall Mezzanine	1990	2,304
Hawkins Hall	1990	4,951
Fitness Center	1993	3,100
Child Care Covered Play	1994	920
Scarpelli Hall	1994	41,192
Science Lab Addition	1994	1,856
Athletic Storage/Concession-23 Acres	1995	630
Bookstore Addition	1996	1,125
Health Science Addition	1996	2,000
Pride Addition (Parent Education)	1997	168
TOTAL		181,016

Board's priority rating for major project funding. Based on past levels of capital funding, the rating for this project will likely result in programming/preplanning in year 2001-03, design in 2003-05, construction funding in 2005-07, and building occupancy in 2007. In order to avoid a critical shortage of program space by 2003, the College will make a concerted effort to expedite the development of this facility.

For the most part, the facilities utilized by the College are adequate for the effective operation of the assigned activity. Significant improvement has occurred and continues to be implemented as a result of construction of new facilities and remodel/repairs to existing buildings. However, the adequacy of the facilities has and will continue to be impacted by the increasing number of students and programs and by the incorporation of technology into virtually every aspect of the College.

● **Technological Demands**

Technology places increasing demands on spatial requirements and building systems and services; e.g., electrical, HVAC, and telecommunications. The College has made significant progress in upgrading facility systems capacity to serve technology and program growth.

In 1992, the College invested \$225,000 to update the campus infrastructure. Fiber optic cable was used to interconnect a majority of the buildings on campus. New 200-pair copper voice cabling was also installed between buildings. Offices and classrooms were wired for voice and data, and network hubs, bridges and routers were installed.

The campus electrical distribution system and telecommunication system is currently adequate, however, connectivity requirements continue to change, generating a growing workload for the telecommunications/data technicians and electrical staff.

Existing facilities are often not large enough or of the correct spatial arrangement or design to ideally accommodate some College programs. These deficiencies include shortages of the following instructional spaces:

- large lecture space (lecture classrooms that can accommodate 75-100 students)
- open computer labs
- vocational program storage

- child care
- basic skills lab
- library and related space
- art and related spaces (both studio and lecture)
- faculty (especially adjunct) office space

The State Board utilizes a capital analysis model (CAM) to evaluate and program space within the community and technical college system and prioritize capital budget expenditures. The model identifies the space requirement for specific programs based on a prescribed level of enrollment. The College's CAM data reflects the space deficiencies noted above with the exception of vocational space, which is not included in the model.

Deficiencies related to facilities systems have been identified and documented in the College's Facilities Condition Survey. (Exhibit 8.5) The State Board employs a consulting firm to evaluate the facilities on each campus, and a severity score is identified for each deficiency noted. The Facilities Condition Survey becomes the basis of each college's capital repair request. In comparison with other colleges in the system, Clark has relatively few high severity score facilities deficiencies and hence, receives a disproportionately low amount of capital repair dollars.

The facilities deficiencies rated in the recent 1997 update are generally related to repair or replacement of building systems that have outlived their useful life (e.g., 25 year old roofs, 50 year old mechanical systems). The College will request capital repair funds for known deficiencies and will continue to aggressively pursue other funding opportunities to correct deficiencies that are not of sufficient severity to result in state capital funds.

● **Parking**

The adequacy of on-campus vehicle parking space is a matter of on-going debate at most commuter campuses, including Clark College. Vehicle parking at Clark is usually in short supply only during certain hours of each academic quarter—namely 8 a.m.-11 a.m., Monday-Thursday during the first three to four weeks of fall, winter, and spring quarters. The remainder of the time there is generally an adequate number of parking spaces on campus; albeit they are not always in the most convenient location.

The College currently has a total of 2,573 on-campus vehicle parking spaces (not including adjacent city streets). The spaces are assigned as shown in Table 8.2:

Faculty/Staff -----	317
Disabled-----	38
Visitors -----	47
Service -----	19
Motorcycles -----	18
Open (student) -----	2,134
TOTAL-----	2,573

There has been an addition of 596 parking spaces or a 30% increase over the past nine years, through new construction and redesigning existing facilities.

Opportunities for constructing additional parking facilities on campus are very limited due to site, policy, regulatory, and financial constraints. Proposals to convert campus green space to additional parking would face strong opposition from the campus community and the City of Vancouver. Financing a multilevel parking structure on campus would require parking fees to increase from the current student rate of approximately \$8 per quarter to \$50 or more per quarter.

The College has taken an active role in encouraging the campus community to utilize alternative transportation. This effort has included participation in the state's commute trip reduction program, free student bus usage, free bus passes for employees, and other benefits as described in the College's commute trip reduction program, and incentives for faculty/staff who walk or ride a bike to work.

At the request of the College Board of Trustees, the Plant Services and Security/Safety staffs are undertaking an additional review of parking on campus. The intent of this review is to compare occupancy rates for spring and fall 1998 to that of the previous study in 1994. The completion of this study is a precursor to the Board consideration of any added parking for the campus.

● **Furnishings**

The College has made a deliberate effort over the past ten years to update and expand furnishings in campus facilities. The overall status is excellent due to a consistent effort in yearly budgeted funds.

The Vice President of Administrative Services is responsible for identifying funds for furnishings and directing the assessment, allocation, and purchase of institutional furnishings. During fall quarter of each year, the Vice President of Administrative Services accepts requests for the acquisition of furnishings from all departments and divisions. Plant Services' staff develop cost estimates for each request. Then the requests are prioritized and approved by the Executive Team. The highest priority requests are for classrooms, laboratories, and public area furnishings that are not considered the domain of any particular department or division. The Custodial Manager, in concert with Purchasing Services staff, facilitates the acquisition and placement of furnishings.

Office furnishings are division/departmental responsibility and are not normally acquired through this institutional furniture process. Nonetheless, over the past five years there has been considerable progress in updating existing office furnishings through departmental expenditures and other funds identified for this purpose. The standardization of modular office furniture has resulted in improved space utilization and operational efficiency. Whenever facilities are constructed, remodeled, or renovated, furnishings are normally acquired with the capital funds allocated for the project.

Technology has resulted in increasing demands for specialized furnishings such as computer stations and laboratory stations. The purchase of specialized equipment has elevated furnishing expenditures due to the significant increase in cost per workstation. Trends that have occurred in recent years include:

- Changing out fixed table armchairs to tables with individual chairs. This change better accommodates students, especially those with disabilities.
- Replacing chalkboards with whiteboards in most instructional spaces.
- Installing computing and telecommunications equipment in virtually all programs and all office spaces, requiring connectivity as well as specialized furniture.

The rapid changes in technology, and the rate at which the College must respond to technological changes in order to keep programs current and viable, will undoubtedly have an even greater impact on the type and cost of institutional furnishings. The acquisition of furnishings that are functional, durable, and flexible will be a growing challenge.

● Facilities Maintenance

The management, maintenance, and operation of College facilities are deemed adequate to ensure the continued quality and safety necessary to support the College's education programs and support services. Providing a quality and safe campus environment is of critical importance to the campus community as reflected in the recently adopted Mission, Vision, and Values Statements.

The College has provided adequate resources over the past fifteen years to make significant improvements in facilities management and operations. As a result, the College is recognized as one of the most attractive and well-maintained campuses in the region. Even though the Clark College campus is one of the older college facilities in the state, it has experienced a relatively low level of deferred maintenance and capital repairs needs.

The College maintenance staff has been aggressively reviewing all operating facilities electronics to ensure year 2000 problems are minimal. For example, funds have been allocated to replace building controller boards (HVAC) with state of the art electronics that will accommodate year 2000.

● Facilities Staffing

Staffing levels have increased as the facilities have grown and are at comparable levels with peer institutions. Over the past five years, the College has increased its investment in facilities-related equipment, resulting in increased employee productivity and efficiency.

The College is blessed with a skilled and dedicated facilities staff. The journey level staff are able to make facilities repairs and improvements in-house, resulting in considerable savings to the institution.

Facilities staff at all levels are encouraged to participate in decision making and in the identification and development of operational improvements. The low level of employee turnover and the lack of formal grievances is an indication of this level of employee satisfaction and morale.

Effective project administration and construction management continue to result in a competitive public bid climate with public works projects being successfully completed on time and within budget. In the past ten years there have been no construction disputes that resulted in arbitration or litigation.

Recommendations and Actions Taken

In order to continue to maintain this high level of facilities performance, the College needs to:

- **Provide adequate resources as the institution grows.**
- **Encourage staff to be innovative and opportunistic.**
- **Increase staffing, as the institution grows-current needs are for additional staff in HVAC operations and security.**
- **Cross train key employees in critical facilities operational procedures to ensure seamless coverage and provide staffing flexibility.**
- **Improve methods to keep the campus community informed on status of work orders and projects.**
- **Implement facilities management software.**
- **Improve performance and reliability of HVAC controls and fire alarm system (replace as necessary).**
- **Require on-going staff training to ensure that employees have the necessary knowledge and skills to efficiently and safely operate and maintain increasingly complex**

facility systems.

- **Provide on-going training to keep employees knowledgeable about technological developments and changing regulatory requirements with a particular emphasis on safety.**

● **Healthy and Safe Environment and Hazardous Materials**

Maintaining a healthy and safe physical environment with access for the physically disabled is of primary importance to the campus community, as reflected in the recently adopted Mission, Vision, and Values Statements. The College endeavors to construct and maintain facilities to ensure that health, safety, and access issues are addressed in a timely and effective manner.

Significant improvements have been made in this arena over the past ten years resulting in increased awareness; a reduction in physical barriers for the disabled; a declining rate of accidents and health and safety concerns; and an increased commitment to environmental protection.

The College's accident prevention plan provides for regular health and safety committee meetings at the division/department level. (Exhibit 8.6) Staff are encouraged to report their concerns to Plant Services, or Security for prompt action. The campus-wide health and safety committee includes representatives from each division/department health and safety committee. It meets each term to discuss campus health and safety issues and review progress in resolving concerns.

Since the last accreditation, the College has employed a full-time staff person to coordinate hazardous materials and to address related health, safety, and environmental concerns/issues. The mitigation of health and safety concerns is the number one priority for response by Plant Services, Health Services, Hazardous Materials, and Security staff, and is also the highest priority request for capital funding. The College has provided sufficient staffing and resources to adequately address most health, safety, and access issues.

The College has developed policies and procedures to regulate the purchase, use, storage, and disposal of chemicals and products with the potential to create hazards. College policies and procedures are in conformance with state and federal regulations and "best practices" recommended by regulatory agencies. A recent audit by the state of Washington Department of Ecology confirmed that the College performance in regards to the handling and disposal of hazardous materials is commendable.

The College's Hazardous Materials Safety Coordinator is responsible for controlling and managing hazardous materials on campus. Over the past five years excellent progress has been made in reducing the inventory and quantity of chemicals used and hazardous waste generated. The Hazardous Materials Program Coordinator works closely with faculty and College staff to identify and implement specific procedures for the acquisition, storage, use and disposal of hazardous materials.

Hazardous materials management has resulted in significant accomplishments:

- A significant reduction in the quantity and types of chemicals stored and used in instructional programs.
- Substitution of less hazardous products.
- Recycling of products to minimize hazardous materials disposal.
- Containment, collection, and storage procedures to facilitate safe and cost effective disposal of hazardous materials.
- Coordination of hazardous materials disposal.
- Identification of appropriate emergency response.

The College maintains an extensive MSDS file as required for all of the chemical substances on campus. This information is readily available to appropriate departments.

The College recognizes that continued effort is required to ensure the proper use and disposal of hazardous materials. Optimal management of hazardous materials will require ongoing training of faculty and staff, utilization of new processes and equipment, where appropriate, and continual review of programs and policies.

The College has provided adequate resources to successfully manage environmental health and safety concerns related to asbestos, confined spaces, lead, PCB's, and hazardous materials. Staff have developed stringent standards for building materials and furnishings to ensure that facilities construction and furnishings do not contribute to indoor air quality concerns.

The College has pursued the removal of barriers to the disabled. Capital appropriations and grants from

the Office of Financial Management have funded numerous projects to improve accessibility on campus. College staff in concert with professional consultants review designs for new facilities and building remodel projects to ensure that the design complies with the Americans with Disabilities Act (ADA) guidelines.

Recommendations and Actions Taken

As the College and surrounding communities continue to grow and change, security and personal safety on campus will become of greater concern. The College needs to be prepared to address these concerns and fund additional security staff.

Facilities constructed during the 1980's "energy conservation era" had minimal outside air ventilation resulting in growing concerns regarding indoor air quality. Since the State Board has disallowed indoor air quality improvements from the capital repair request, the College must identify other funding sources to address these ventilation improvement projects.

In order to maintain a healthy and safe campus environment with acceptable access for the physically disabled, the College must continue to educate and encourage the campus community to become active participants on health and safety committees and to promptly report health and safety concerns. The College must also continue to assess and analyze health and safety concerns and accident reports on a routine basis to ensure that appropriate corrective action has been taken.

The College also must ensure adequate resources and conduct periodic facilities condition surveys and audits to identify deficiencies and assess performance of facilities design and operational practices.

● **Off-campus Facilities**

The College offers programs at a number of off-campus locations within its three-county service district. The largest of these off-campus sites is a leased facility of 23,996 gft² at the Town Plaza. Other off-campus sites include facilities owned by the city of Vancouver, the local school districts, private churches, Washington State University-Vancouver, and area hospitals. In addition, physical education and athletic programs use off-campus

athletic fields and recreational facilities.

For the most part, off-campus facilities are appropriate for the programs the College offers. The majority of the off-campus facilities Clark College uses are owned or operated by public or nonprofit agencies, and hence, there are fewer potential concerns related to health, safety, and access for the physically disabled. With all off-campus programs, there is a concern about the lack of or limited access to instructional and administrative support services, libraries, food services, and other student support functions.

In order to ensure the appropriateness of off-campus facilities and the success of the instructional programs offered at these sites, College staff must evaluate conditions on a regular basis and take timely action to resolve problems and concerns.

For the most part, facilities owned/operated by other organizations are appropriate and acceptable for the College's use; however, some do not always meet the same standards as facilities on the main campus.

The majority of the off-campus facilities utilized by the College are public access facilities owned by public agencies (e.g., school districts, City of Vancouver). In general, public facilities are constructed and maintained to a higher facility standard and usually present fewer concerns for instructional programs access and suitability.

Recommendations and Actions Taken

College staff will continue to evaluate off-campus facilities use to ensure that programs offered or proposed at these sites are appropriate.

Equipment and Materials

Providing the resources to acquire and maintain "state-of-the-art" equipment for College programs and operations will be one of the greatest challenges facing Clark College in the decades ahead. The rapid pace of technological advancement is not only resulting in the development of new equipment but also in significant reductions in the useful life of existing technology.

The College has made significant progress in providing new equipment to campus units and cer-

tainly rates above par when compared to other community colleges. The acquisition of computing equipment has been a major thrust along with upgrade of science laboratory and vocational equipment. The legislature has provided a number of one-time, dedicated equipment grants to aid colleges in the purchase of computing and telecommunications equipment. The College has also utilized year-end fund balances to supplement equipment budgets. The Clark College Foundation will, in addition, provide an increasing level of equipment funding as a result of the Andersen Vocational Endowment.

Recommendations and Actions Taken

The College will be unable to provide sufficient equipment funding to keep up with technological developments in all instructional and operational units. Therefore, it is imperative that the College develop and implement a master plan that clearly identifies equipment requirements and replacement schedules, programs costs, priorities, and funding requirements. Some of the noted deficiencies at present include equipment to support distance education, computing, and vocational labs/shops.

The instructional technology plan, currently under development, is a first step in addressing these issues. (See Standard 5, Computing).

● **Equipment Maintenance**

As for the maintenance, inventory control, and replacement of equipment, the College is performing at an acceptable level.

The responsibility for maintaining College-owned equipment generally resides with the department using or controlling the piece of equipment.

- Instructional departments employ technicians to maintain equipment in vocational, computer, and science labs.
- Computing Services provides for the installation and maintenance for computing and telecommunication equipment.
- Media Services is responsible for audio-visual equipment.
- Plant Services maintains facilities equipment and provides maintenance support for instructional equipment repairs.

- Specialists are employed to service and maintain equipment when the College lacks the expertise or specialized equipment to perform the work.

Recommendations and Actions Taken

Operating costs could be reduced and equipment life extended by performing scheduled preventive maintenance on certain equipment. Departments need to evaluate preventive maintenance requirements and budget for their needs.

The employment, training, and retention of additional technicians and maintenance staff is needed to maintain the growing inventory of high-tech equipment. The cost of installing and maintaining equipment must also be considered when equipment funding decisions are made.

● **Inventory Control**

In compliance with state regulations and guidelines, all state-owned equipment with a value of \$300 or more is inventoried and tagged with a unique inventory number. (Exhibit 8.7) Purchasing Services/Central Receiving are responsible for initiating the process by assigning inventory numbers, recording, and tagging equipment when it is received at the College. The storage and disposal of surplus state property has been a significant problem in the past; however, the recent practice of utilizing a contract auctioneer firm is working well.

When equipment is relocated or designated as surplus, the initiator completes an inventory record form to keep the database accurate. Annually, each department is required to conduct a physical inventory to verify the accuracy of the inventory database. Equipment that is not state property is inventoried by the Clark College Foundation.

● **Equipment Replacement**

The College has not been able to adequately fund equipment replacement. This is a growing concern, especially for computing and other technological equipment.

Physical Resources Planning

● **Master Plan**

As mentioned in the overview, the Master Plan has been fulfilled and the main campus is approaching

"build out."

With the limitations on facilities expansion on the main campus and the continual growth of the institution, the Board of Trustees gave the Clark College Foundation its approval to purchase an option to buy a seven-acre parcel of property from Clark County. This property, located adjacent to the Clark College campus, has three buildings comprising approximately 60,000 gft² total space.

In eight years or less when this space becomes available for College use, there is the potential to relocate programs from on/or off-campus. Additional future growth will be accommodated by developing satellite facilities at the Washington State University-Vancouver campus and at a future site east of 164th Street.

Recommendations and Actions Taken

The College plans a major update of the Master Site Plan to address the development of satellite campuses and to incorporate the eventual ownership of the county-owned property adjacent to the campus.

Several years ago, it was announced that Camp Bonneville, a 4.7 square mile military reservation in the northeast portion of Clark County, might be available as surplus property for public agencies. The College has been aggressively pursuing the potential that a portion of this facility be set aside for a field station for environmental studies. The recently approved reuse plan now provides for a 50 acre footprint for this purpose as well as inclusion of potential space for a joint use classroom for environmental education, law enforcement, and other related programs.

● **Capital and Operating Funds**

The College has been highly successful in developing plans and requests for the allocation of capital and operating funds for facilities development and operations. College staff have been "opportunists" and have aggressively pursued avenues to increase or supplement state appropriated capital funding.

As a state-supported community college, capital and operating funds are requested through and appropriated by the State Board for Community and Technical Colleges. Clark College submits a capital budget request to the State Board each biennium. Professional consultants are employed by the Col-

lege to assist staff in developing the Capital Budget Request. This ensures that the scope of the project and the estimated costs have been adequately identified. The State Board submits capital funding requests to the legislature in several categories including repair and minor improvements, minor capital, repairs, renovations, and major projects.

Repairs and minor improvements (RMI) and minor capital funds are allocated to each college based upon a formula. Repairs, renovations, and major projects are allocated based upon documented need. Major capital projects are developed over a three-biennium, six-year schedule.

Programming/preplanning is funded during the first biennium; design documents the second biennium; and construction the third biennium.

The College has been successful in documenting the need for three major capital projects during the past ten years: Bauer Hall Phase Two, Cannell Library, and Scarpelli Hall.

In addition to the normal capital budget process, the College has been fortunate in obtaining capital funds and grants from additional sources, including:

- *Energy Conservation Grants*
(Bonneville Power Administration and Clark Public Utilities)
- *Asbestos Abatement*
(Office of Financial Management)
- *Underground Storage Tank Removal*
(Office of Financial Management)
- *Hydraulic Hoist Replacement*
(Office of Financial Management)
- *Accessibility Improvements*
(Office of Financial Management)
- *Seismic Improvements*
(Office of Financial Management)
- *Dental Hygiene Addition*
(Clark College Foundation)
- *Andersen Plaza and Fountain*
(Clark College Foundation)
- *Parking and Site Development*
(Dedicated fees)
- *Block Grant for Child Care Play Space*
(Community Block Grant)

In order to ensure adequate funding for the development and maintenance of new and existing campus facilities, the College must continue to be creative in identifying and pursuing funding opportunities.

● Facilities Access

Administrative Services staff have the primary responsibility for addressing facility access for special constituencies, including the physically impaired, and for providing appropriate security arrangements. The College has provided adequate staffing and resources to ensure acceptable performance in this area.

The College has numerous special constituencies where access issues must be adequately addressed. These include a significant population of physically disabled including blind and hearing impaired persons associated with the adjacent Washington State Schools for the Blind and Deaf, senior citizens, and children in the Parent Education, Pride, and Child Care programs.

Facilities staff are knowledgeable about access requirements for special constituencies and seek their involvement in the planning of facilities. Design consultants employed by the College are required to evaluate and incorporate required furniture access and security features in facilities design. The Security Department is responsive to the needs of campus occupants in providing appropriate security measures to ensure their safety and well being.

Recommendations and Actions Taken

In order to successfully plan for access and security needs for special constituencies, the College needs to:

- **Ensure that facilities construction/remodels incorporate all appropriate ADA access improvements.**
- **Consider facilities access and security requirements appropriate to responding to domestic violence concerns.**
- **Evaluate facilities access, physical attributes, and security needs of staff and children in the Parent Education, Pride, and ChildCare programs.**
- **Incorporate technology to improve security.**

● Physical Facilities Planning Process

The campus community is usually involved in the facilities planning process. Plant Services is responsible for coordinating and managing the planning process. The degree of constituent involvement depends on the type and scope of the proposed project.

On small projects, the Director of Plant Services requests that the division chair or department manager assemble a planning committee to work with the consultant team through the design process. On larger projects, the Vice-Presidents recruit members of the campus community to assist in the programming and planning process.

On major projects, the College Executive Team and the Board of Trustees review and approve the project design at crucial points during the design process and prior to advertisement for bid. The design team also utilizes the expertise of College staff to ensure that the design will produce a durable and efficient outcome. College departments that are routinely involved in the facilities planning effort

include: Computing Services, Telecommunications Services, Media Services, Central Receiving and Mail Room, Custodial, Grounds, Maintenance, Security, and Disability Support Services.

The Vice President of Administrative Services facilitates the process for acquisition of public art in College facilities. An ad hoc committee of College faculty and staff work with the Washington State Arts Commission to review and select works of art. The facilities design committee and the consultants are also involved if the work of art is incorporated into the building structure or requires special accommodations or special effects.

The Campus Master Planning Committee, made up of College faculty and staff, reviews and makes recommendations regarding Master Plan development. The Master Plan Committee meets periodically to review proposed facilities developments.

Other committees that play a role in facilities planning include the Security/Parking Committee, Electronic Security Committee, and the Environmental Health and Safety Committee.

Appendices

Appendix 8.1 Clark College Campus Map

Materials in Team Room

- Exhibit 8.0 Master Site Plan Study
- Exhibit 8.1 A Park for Vancouver (Central Park Plan)
- Exhibit 8.2 A Vision for Clark College at WSU-Vancouver
- Exhibit 8.3 Clark College Classroom Building at WSU-Vancouver
- Exhibit 8.4 1997 Facility Condition Survey
- Exhibit 8.5 Accident Prevention and Employee Safety Program
- Exhibit 8.6 1997 Equipment Inventory
- Exhibit 8.7 Clark College Board Policies and Administrative Procedures
- Exhibit 8.8 Bloodborne Pathogen Exposure Control Plan
- Exhibit 8.9 Respiratory Protection Plan
- Exhibit 8.10 Chemical Hygiene Procedure
- Exhibit 8.11 Emergency Management Plan
- Exhibit 8.12 ADA Evaluation Report
- Exhibit 8.13 Clark College Arboretum
- Exhibit 8.14 Site Development Guide
- Exhibit 8.15 Seismic Improvement Study
- Exhibit 8.16 Parking Study
- Exhibit 8.17 Future Growth and Campus Planning
- Exhibit 8.18 Security Information and Crime Statistics
- Exhibit 8.19 Classroom and Laboratory Utilization Summary
- Exhibit 8.20 Equipment Requests (Instructional Equipment Purchase Plan)
- Exhibit 8.21 1997-99 Minor Capital Requests
- Exhibit 8.22 Hazardous Materials and Waste Generation
- Exhibit 8.23 1999 Capital Budget Request

Miscellaneous Physical Facilities Material:

- Exhibit 8.24 Status of Major Facility (space) Projects
- Exhibit 8.25 Campus Map
- Exhibit 8.26 Safety Brochure
- Exhibit 8.27 Parking Survival Guide
- Exhibit 8.28 Parking and Traffic Rules and Regulations
- Exhibit 8.29 Building Inventory
- Exhibit 8.30 ADA Capital Request 1994 and 1995
- Exhibit 8.31 Integrated Pest Management Plan
- Exhibit 8.32 Landscape Procedures
- Exhibit 8.33 Space Utilization (CAM) Calculations
- Exhibit 8.34 Building Floor Plans
- Exhibit 8.35 Triangle Building Plans
- Exhibit 8.36 23 Acre Site Plan
- Exhibit 8.37 Town Plaza Floor Plan