

December 6, 2013

To: College Council
From Sonya Christian, President
RE: Closing the Loop: A mid-year report

Memo prepared by: Budget-- Laura Lorigo; Personnel-- Nan Gomez-Heitzeberg, Jennifer Marden; Technology -- Todd Coston, Nick Strobel, Kristin Rabe; Facilities – Jim Coggins, Craig Rouse

Introduction:

In the spring of 2013 the first Closing of the Loop Document was presented to College Council. The idea behind this document was to connect how the resource allocation is connected to the strategic goals of the college. This document is the result of the work of several governance and campus-wide committees along with the responsible lead administrator.

For the 2013-14 fiscal year, Bakersfield College is operating with a general fund budget of approximately, 51 million, with 85% allotted to salaries and benefits and 14% to other non-operational expenses. In addition, Bakersfield College receives approximately 9.4 million in state and federal grant dollars. Bakersfield College has continued its focus on college priorities by strategically repurposing existing resources and using grant dollars. In addition, the college discussions continue to evaluate strategies for long term fiscal sustainability by augmenting its revenue streams through its auxiliary enterprises like facilities rentals.

This memo is organized in three sections: Section A (Personnel), Section B (Technology), Section C (Facilities) with correlating appendices.

Section A Personnel:

A1: Administrative Reorganization – Management positions

Since January 2013, under the presidency of Sonya Christian, the college has been operating with an 18-month administrative transition team (BCATT—Bakersfield College Administrative Transition Team). In Fall 2013, College Council sponsored a taskforce to develop an administrative structure for the college. The Task Force identified several areas of needs through campus-wide focus groups and developed three options for consideration. See Appendix A1. The budget impact of the three proposals are included are outlined in the table.

Department	2013-14	FTE	Team A	FTE	Team B	FTE	Team C	FTE
President Office	374,680	3	180,000	1	374,680	3	514,046	5
Academic Affairs	850,325	7	1,121,814	10	1,694,169	17	1,593,724	16
Student Services	738,505	7	908,302	9	738,505	7	738,505	7
Administration	484,908	6	901,293	12	659,172	9	698,161	10
GUI Total	2,448,419	23	3,111,409	32	3,466,527	36	3,544,436	38
Non GUI	781,993	10	781,993	10	781,993	10	781,993	10
Grand Total	3,230,412	33	3,893,402	42	4,248,521	46	4,326,430	48

Identified needs and potential administrative positions

The areas of need under the ten categories listed in the figure are in response to promoting student success, fiscal sustainability, innovation, and wellness. The president working with College Council and President’s Cabinet will determine the priority of the positions to be filled for the next fiscal year.

Institutional Effectiveness Research/Data	Grants
Student Success	Events
Academic Technologies/ Distance Learning	Facilities and M&O
Culinary and Food Services	Public Safety
Athletics	Deans scope of work

A2: Program Review – Faculty and Classified Positions

On an annual basis departments submit an Annual Program Review (APR) that includes request for faculty and classified positions based on department needs. The list of faculty and classified requests are prioritized and reviewed by FCDC. On an annual basis the FON is evaluated at the district level based on information received from the state. The BC FON requirement for 2013-14 is 236 however, at this time, the president has decided to maintain the FON of 250. At this time we will be hiring 8 faculty positions and will have the final numbers in the May 2014 *Closing the Loop* communication. Appendix A2 lists all the faculty and classified positions that were requested.

<u>Faculty Obligation Number (FON) Fall 2013:</u>	
KCCD Obligation requirement:	348.8
BC Obligation requirement:	236.0
Current BC FTE:	250.0

Approved faculty positions as of December 6, 2013: (\$350,840 = \$ 87,710 x 4)

- Counseling: General counseling with a focus on students placed into pre-collegiate level classes.
- Counseling: General counseling with technology expertise to advance orientation and advising and other support services for all students including our online students.
- Counseling: EOP&S focus and working collaboratively with counseling and advising in the Counseling and Advising Center
- Nursing, Pediatrics

Approved classified positions as of December 6, 2013: (\$169,266)

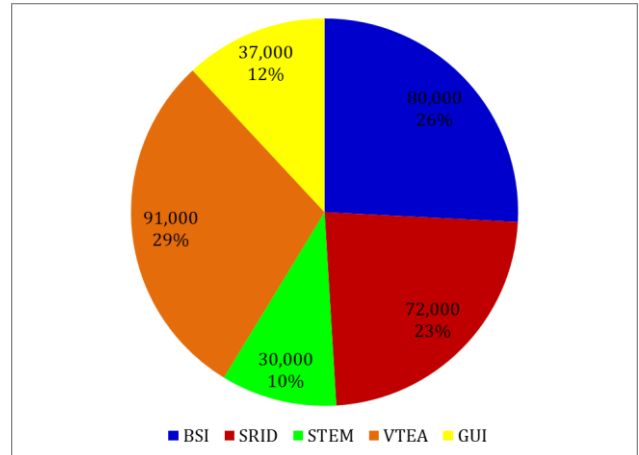
- Educational Advisor, Counseling
- Educational Advisor, EOPS/CalWorks/Care
- Department Assistant III, Allied Health—Fire Technology
- Department Assistant III, Counseling

Section B Technology (\$310,000 YTD):

B1: General Technology work

Since January 2013, technology has been identified as an area of focus for Bakersfield College. The college has made a commitment to improve the technology available to students to ensure their success. In summer 2013 work was completed on several large infrastructure improvement projects. These projects include technology improvements to the Business building, SS 3, FA 30, MS 3&4, SE 7 and LA 225 along with many other smaller projects.

Additionally, there has been a focus on expanding and upgrading the wireless capability of the campus. Since July, the Business building and the SE building have received expanded wireless coverage. The college has leveraged alternative funding sources to support this infrastructure development. Only 11% of the \$310,000 spent came from general fund. The rest was split among the Stem Grant, Basic Skills Initiative (BSI), VTEA allocation. 23% of the funding was from BC's local Bond initiative SRID. The pie chart gives the breakdown and a complete list of projects can be found in the (appendix B 1) of this document.



In addition, as part of the hardware replacement plan, the IT department will be replacing approximately 250 computers in labs, classrooms and employee desktop machines. The focus of the hardware replacement is to phase out older computers that are no longer supported, do not have sufficient resources to upgrade or is end-of-life. The replacement of those computers will happen in the spring and summer of 2014.

B1: Program Review--Technology

The Program Review Annual Updates have been complete and the technology team has reviewed the requests. The prioritized requests were approved at the December 2, 2013 ISIT meeting and now the requests will be reviewed for possible funding. The prioritized list is in appendix B of this document. The funded projects will be reported in the May 2014 *Closing the Loop* communication.

Section C Facilities (\$1,823,000 YTD):

C1: General facilities update

Based on input from the campus community the facilities group continues to focus on two areas.

The first is the ongoing general campus clean up and maintenance. We continue to move forward with catching up from the previous budget cuts that left the campus in a state of disrepair. M&O continues with the solution by doing projects during

summer and holiday breaks. This keeps our disruption to the campus down to a minimum but continues to let us move forward in the cleanup and repair of the campus. With the last two summers behind us, the campus has seen 1.6 million spent toward maintenance and repair in just summer projects. Most of these funds came from SRID bond and some came from BC 101. The College will continue to consider facilities upgrades as a priority item for funding for the summer projects. The assessment for summer 2014 is starting now. The focus moving forward will be safety and preventive maintenance. Facilities is working on implementing a campus lock down system. (Appendix C1)

Completed Projects	
Water and Gas Line Replacement Phase I	\$151,000
Summer 2013 projects	\$700,000
Science and Engineering reroof project	\$449,000
Baseball clubhouse fiber project	\$44,000
T.E.S project	\$479,000

The second area of focus will be major construction projects. These include remodel of the Performing Arts Center, Outdoor Theater, replacement of water and gas lines, replacement and upgrade of the Central Chiller plant, New air handlers and tie in to the chiller loop for student services, Gym chiller loop tie in, Student services elevator, NE Shade structure, M&O building, Prop 39 exterior light replacement, STEM neighborhood, Campus Center, LA building. (Appendix C1)

C2: Program Review--Facilities

The Program Review Annual Updates have been complete and the facilities team has reviewed the requests. The requests fall into three key categories. The first category is items that have already been completed since the request was made. The second category is requests that are in-progress. The third category is requests that still need funding. Within the third category are sub-categories of Renovation, Replacement and Additions. The requests that need funding have been prioritized and can be found in (Appendix C2) of this document.

Appendix A2: Faculty Position Requests

FACULTY POSITION REQUESTS	
Department	FCDC Votes
Counseling (N)	30
Fire Technology (N)	28
Counselor (N) - EOPS	28
Counseling (N)	26
Culinary Arts (R)	26
Nursing, Pediatrics (R)	25
BMIT, ComSci (R)	24
Engineering (N_R)	24
Math (R)	24
ASL (R)	22
Library (R)	22
Nursing, Medical Surgery (R)	22
Art, Drawing (R)	20
Anthropology (R)	20
Chemistry (N)	20
Academic Development (N)	19
Welding (N)	19
Music (N)	19
BMIT, ComSci (R)	18
Counseling (N)	18
Health & PE, Softball/Instructor (N_R)	18
Health&PE, Swim/Instructor (N)	15
Biology (N)	12
Counseling (N)	11
Psychology (N)	10
Sociology (N)	9
Art, 3D (N)	8
EMS (N)	8
Counseling (N)	7
Counseling (N)	7
BMIT, BSAD - Law (N)	4
Chemistry (N)	3
Communication (N)	3
Math (Delano - N)	2
BMIT, BSAD - Math (N)	1
BMIT, BSAD - Math (N)	1
Math (N)	1

Appendix A2: Classified Position Requests

CLASSIFIED POSITION REQUESTS	
Department	FCDC/CSEA Votes
Counseling, Ed Advisor (R)	33
Counseling, Ed Advisor (10 to 12 mo)	31
Biology (R), Lab Technician (10mo to 12 mo)	29
EOPS/CalWORKS/CARE, Ed Advisor (R)	28
Performing Arts, House Mgr/Theater Tech (R- 10/19 to 12/40)	28
Allied Health, Fire Technology, DA III (R)	26
Counseling, Ed Advisor (N)	25
Student Services, Workability, Job Dev Spec (12/35 to 12/40)	25
Behavioral Science, Human Services, Prog Coor (19 to 30 hrs)	24
Counseling, Office Supervisor (N)	24
EMS, Computer Lab Technician (N-p/t)	24
Counseling, DA III (R)	23
Academic Development, Teaching Assistant (N)	22
Nursing, Ed Advisor (N)	21
Health/PE, DA III (N)	18
Counseling, Ed Advisor (N)	16
Math, Teaching Assistant (11/30 to 11/40)	15
Counseling, Ed Advisor (N)	12
Math, Teaching Aide (11/30 - 11/40)	11
Student Services, Job Placement/Workability DA II (N)	11
Counseling, Ed Advisor (N)	10
Delano, Teaching Assistant (N)	7

**Appendix B1: Funded Technology Requests
Aligned with Strategic Goals Student Success and Facilities, Infrastructure & Technology**

Request	Funding Source	Amount
SS3 (Convert from wireless cart to thin client lab)	BSI	80,000
FA-30 (Update projector, screen, instructor station)	SRID	12,000
Business Building (Updated wiring in classrooms & labs, new computers in BII, wireless coverage for whole building, switching infrastructure)	SRID/VTEA	120,000
MS 3/4 (New projector, computer and instructors station, wiring, wireless)	STEM	15,000
SE 7 (31 Computer replacements)	VTEA	31,000
LA-225 (31 Computer replacements, projector)	GUI	37,000
SE Building Wireless	STEM	15,000

Appendix B2: Program Review Technology Requests Pending Funding

Request	Amount	Department	ISIT Priority	Justification from Annual Update
Laptop Computer	\$2,000	Auto Tech	1	Within the next year, BAR will be requiring an addition to the Smog Machine. This will include a laptop computer, software from a BAR approved source and a bar code reader which will attach to the laptop.
Summer Project AG Build Tech	\$20,000	Technology Services (IT/MS)	2	Update existing projector/technology
Update Forums Technology	\$50,000	Technology Services (IT/MS)	3	Update existing projector/technology
Network Drop Replacement LA	\$4,500	Technology Services (IT/MS)	4	Replace network drops in the Language Arts building - Many drops come up from the floor (upstairs) and are unsafe and often broken by usage. There are some unstable drops downstairs also. Estimated replacement cost is \$300 per drop. 3 drops have been completed within 2013 so far due to this damage.
Electronic 16x9 Aspect screens	\$8,000	Biology	5	Would like 4 16x10 aspect ratio screens (electric) for SE 48, 51, 53, 56 to replace existing electric screens. These rooms are multipurpose rooms* added by Media Services
Technology Classroom	6,330.00	ASL/Foreign Language	6	(13) An Epson Brightlink Shortthrow Projector will finally allow ASL instructors to get their imaging equipment off of the floor where it blocks visual communication between teacher/student and student/student (Please refer to the photo on page 4 of the ASL APR). This item will replace a cumbersome, rolling black cabinet that substantially interferes with communication in the same way ongoing loud noise would in auditory instruction. (14) The equipment would serve approximately 250 students each semester. (19) This equipment would directly, and positively, affect instruction. Its installation would greatly enhance communication in our dedicated classroom. At the moment, not all students can see the instructor and the instructor cannot see all students. Again, this is directly analogous to student being unable to hear the instructor, nor the instructor them. (20) Any additional resources are accounted for in the estimated cost.
Computer Replacement	\$25,000	Library	7	The computers currently used in the library classroom lab, L217, were installed four years ago and are beginning to require more maintenance and attention. This lab offers hands-on experience with library databases, the library catalog, and the Internet. Classes taught in this lab each semester are 3 sections of English B34, 75 workshops, and approximately 85 class orientations.

Computer Replacement	\$31,000	Library	8	The 31 public access computers in the library are four years old. These computers offer access to the library catalog, research databases, and the Internet. They are in nearly constant use every day throughout each semester. We've noted lately that more and more of these computers are exhibiting printing problems, freezing, and slow response times.
Update Music Lab Technology	\$55,555.57	Music/ Performing Arts	9	The Music program currently operates a music lab housed in FA73E with 8 stations of Apple computers used by approximately 70 students per semester. The current computers are more than 8 years old and can no longer be upgraded to support current software. In Fall 2014, this lab will be relocated to the newly renovated SPArC in a room specifically designed for such an activity and configured for 17 stations. Therefore, essentially half of this request is for replacement of obsolete equipment and the rest is new purchase. The quote includes both the hardware and software costs proposed as the addition.
Desktop Computers	\$30,000.00	Biology	10	Biology faculty received "repurposed" office, lab and classroom computers more than 4 years ago. This is to cover both areas in SE and MS 14/17.
Document Cameras	\$10,000	English	11	Document Cameras will replace the aging transparency machines in our classrooms: Humanities 2, 3, 4, 5, 6, 7, 20, 21, 22, and 23 (10 classrooms). Doc cameras facilitate learning by allowing instructors to make comments on student papers and in texts immediately (no prior preparing needed), addressing "in-time" instruction standards. Funding could possibly come out of Basic Skills Initiatives money. Will see if BSI can fund - Check with Bonnie
Data/Video Projector	6,330	Health & Physical Education	12	Gym 12 (funded dept.) Gym 17
Technology Classrooms	18,990.00	Foreign Language/ Spanish	13	Epson Brightlink Projector with mount and replacement lamp, air filter, pens, infrastructure, cabling and approx total cost \$6,330 per room. Priority #1 is LA 224, Priority 2 is LA 201, Priority #3 to LA 202
Technology Classroom Updates	\$25,320	Auto Tech	14	Update existing Technology for Auto Tech 2 Rooms may be funded 2 that are not DSA approved may not
Technology Classroom	\$6,330.00	Music/ Performing Arts	15	To update the instructional space in FA60. Necessary for instruction of multiple courses required by the AA-T in Music to be implemented in Fall 2014.
Technology Classrooms	25,320	Social Science/ History	16	We are asking for "short throw, wall mounted" projectors in rooms H12, H103, H13 and H15. At present, faculty believe the current television system is limited in its usefulness. The projector images are larger and easier to see, and do not require the teacher to strain his/her neck to use when standing in front of the computer. Estimated cost reflects cost of hardware, installation and additional wiring.

Spitz SciDome Projection Sys.	\$270,000	Physics/Astronomy	17	Eventual replacement of the Spitz SciDome all-dome projection system in the Planetarium. The system is essentially a computer system with a data projector. The computers are now 7 years old. None of the money generated from ticket sales goes into any hardware replacement fund---they all go into GUI. BC student headcount served is about 250 but over 4500 K12 + adult general public attend planetarium shows.
B-11 Updates & Miscellaneous	\$8,840	BMIT/COMS	18	This is a request for various equipment and equipment configurations that are needed to enhance instruction and student learning outcomes in the Computer Studies programs: For classroom B11: Additional Cable drop needs to be installed to the instructor station. Classroom switch/router needs to be configured to allow instructors to set up and demonstrate networking protocols that should remain isolated within the classroom network. The following can be used in multiple computer labs. External hard drives (qty. 40 - \$70 per unit) Wifi AP's (qty 2 at 120 per unit) USB Wifi Adapters (Qty 42 @ \$40 per unit) 10 cable cutters (\$20 per unit) wire strippers (\$20 per unit) crimping tools \$20 per unit, cat 6e twisted pair cabling \$200 per 1000 ft. box, and RJ-45 connectors \$20 per pack of 100. Voice over IP equipment headsets (Qty 45 @ \$20 per unit). The following are for classroom demonstrations: A switch that supports virtual LAN's (VLANS) Qty. 1 @\$100., Fiber optic equipment and cable Qty. 2 NIC's \$100 per unit, Qty. 1 switch \$100 per unit, Qty. 2 20ft. MMF \$50 per unit.
Technology Classroom	\$37,980	English	19	We request classrooms used by English in the Humanities building be updated to reflect Smart Classrooms or modeled after SS 3's technology. Our current classrooms (H-23, 22, 21, 21, 7, 6, 5, 4, 3, and 2) with the Monitor in the top corner of the room and the computer/DVD player, mouse, keyboard in the media cabinet directly below the monitor make it difficult to use the equipment--the mounted TV screens, media cabinets were additions to old classrooms that weren't originally created with technology in mind. The TV screens are outdated and incompatible with laptops. If only some of the classrooms can be updated, we'd ask for 4, 20, 7, 23, 6, and 3, in that order.
28-Person Computer Lab	\$100,000	AC/DV	20	a dedicated classroom computer lab with 28 student stations and an instructor station with projector. The outcomes in our pilot courses, which relied heavily on the open Student Success Lab, showed that students need more face-to-face instruction in the lab setting. Therefore, ACDV is requesting a second dedicated classroom computer lab with 28 student stations and an instructor station with projector to accommodate all our ACDV sections.

28-Person Computer Lab	\$100,000	AC/DV	21	a dedicated classroom computer lab with 28 student stations and an instructor station with projector. In Delano. The outcomes in our pilot courses, which relied heavily on the open Student Success Lab, showed that students need more face-to-face instruction in the lab setting. Therefore, ACDV is requesting a second dedicated classroom computer lab with 28 student stations and an instructor station with projector to accommodate all our ACDV sections.
Computer Lab	\$100,000	FACE - Culinary	22	The increased computer requirement for textbooks, on-line software and business/operational requirements justifies a computer lab in the FACE building. FACE 13 or FACE 12 remodeled
Desktop Computers	46,800	BMIT/COMS	23	Our utilization of the two computer labs in the Business Education building (B2 and B11) is high. Because of the high utilization of these labs, we are scheduling labs around campus (Library, Science and Engineering), for those classes we offer that can use more "generic" computers. Unfortunately, many times those computers are inadequate for some of our current courses (COMS B82, COMS B41, COMS B34, COMS B74a, COMS B93) and for courses we plan to add to the catalog. The flexibility in scheduling AND the ability to offer more computing intensive courses is paramount for the success of our programs. The requested configuration for the workstations in this lab will also allow the lab to be used as a traditional lecture room as well. This furniture is being requested via the M & O form.
B-2 Lab to Virtualization lab	\$34,000	BMIT/COMS	24	<ul style="list-style-type: none"> • Minimum 8 GB RAM • USB 3.0 port accessible from the front of the system unit • 2 instructor workstations • Additional cable drop for additional instructor workstation • 40 external USB 3.0 Harddrives (like those in B11) • Classroom switch/router needs to be configured to allow instructors to setup and demonstrate networking protocols that should remain isolated within the classroom network
Computer Lab	\$100,000	FACE - Child Development	25	FACE dept. is requesting a computer lab in the department to improve student success and retention rates.
Computer Lab	\$100,000	FACE - Child Development	26	Face dept. is requesting a computer lab in the department to improve student success and retention rates.

Wireless accessibility HS	\$5,000	DELANO	27	The lecture halls at Robert F. Kennedy High School (a BC Joint Use facility) does not have internet connectivity available to BC instructors. The BC IT needs to develop a solution that provides wireless access to faculty and students at this facility. Solutions include: wireless routers that expand BC Delano's wireless access area to include the lecture halls; purchase MiDi internet connectivity for instructors; or other TBD. All solutions will require an agreement with Delano Joint Union High School district and E-rate regulations may limit the solutions.
Color 3D Printer	\$52,000	EIT (Engineering & Ind. Tech)	28	a color printer

Appendix C1: General Facility & Infrastructure Projects

Request	Funded?	Funding Source	Amount
Completed Projects			
<i>Water and Gas Line Replacement Phase I</i>	<i>Yes</i>	<i>SRID</i>	<i>\$151,000</i>
<i>Summer 2013 projects</i>	<i>Yes</i>	<i>SRID/BC101</i>	<i>\$700,000</i>
<i>Science and Engineering reroof project</i>	<i>Yes</i>	<i>SRID/BC101</i>	<i>\$449,000</i>
<i>Baseball clubhouse fiber project</i>	<i>Yes</i>	<i>SRID/BC101</i>	<i>\$44,000</i>
<i>T.E.S project</i>	<i>Yes</i>	<i>Other</i>	<i>\$479,000</i>
On Going Projects			
<i>S.A.M. Modernization</i>	<i>Yes</i>	<i>SRID/BC101</i>	<i>\$14,500,000</i>
<i>Water and gas line replacement project phase II</i>	<i>Yes</i>	<i>SRID</i>	<i>\$2,000,000</i>
<i>NE Shade Structure</i>	<i>Yes</i>	<i>SRID/BC101</i>	<i>\$794,000</i>
<i>S.A.M. east project</i>	<i>Yes</i>	<i>SRID</i>	<i>\$1,304,000</i>
<i>Central Chiller Plant Replacement project</i>	<i>Yes</i>	<i>SRID</i>	<i>\$2,000,000</i>
<i>Student Services AHU Replacement</i>	<i>Yes</i>	<i>SRID</i>	<i>\$880,000</i>
<i>Addition of Cooling to the Gym</i>	<i>Yes</i>	<i>SRID</i>	<i>\$500,000</i>
<i>Controls for the pool pump (Rebate \$18,964)</i>	<i>Yes</i>	<i>GU</i>	<i>\$23,705</i>
<i>Pool Cover (Rebate \$31,761)</i>	<i>Yes</i>	<i>GU</i>	<i>\$38,000</i>
<i>Prop. 39 Exterior Lighting</i>	<i>Yes</i>	<i>Prop. 39</i>	<i>\$437,000</i>
<i>Student Services Elevator</i>	<i>Yes</i>	<i>SRID/BC101</i>	<i>\$650,000</i>
<i>Maintenance and Operations Building</i>	<i>Yes</i>	<i>SRID</i>	<i>\$2,500,000</i>
<i>Restroom Fixture Replacement (Rebate \$54,000)</i>	<i>Yes</i>	<i>BC101</i>	<i>\$62,000</i>
Future Projects			
<i>Bookstore Business Services AHU Replacement</i>	<i>No</i>	<i>SRID</i>	<i>\$225,000</i>
<i>Campus Wide Path of Travel</i>	<i>No</i>	<i>SRID</i>	<i>\$500,000</i>
<i>Summer 2014 Projects</i>	<i>No</i>	<i>BC101</i>	<i>\$400,000</i>
<i>Campus Wide Tree Trimming</i>	<i>No</i>	<i>GU</i>	<i>\$45,000</i>
<i>Campus Center</i>	<i>No</i>	<i>SRID</i>	<i>\$6,000,000</i>
<i>LA Basement</i>	<i>No</i>	<i>SRID</i>	<i>\$5,000,000</i>

Appendix C2: Program Review Facilities & Infrastructure Requests

Requested Action:	Dept.	Status	Priority	Notes
Golf Cart Shed	Tech Services	Addition		Need to store 3 golf carts
Add'l Perm Instructional Room	ASL	Addition		Need to dedicate one other room with tech
Table Saw & Band Saw safety device	ART	Renovation	1	Need safety devices for Saws for students
Shade house structurally unsound	AG	Renovation	2	Shade house is old and unsound - need new
Renovation of Space for DSPS	DELANO	Renovation	3	Need adequate space for DSPS
Gym 10: Water Damage-Lockerroom	Health & PE	Renovation	4	Dilapidated and water damaged
MS 54 Carpet & paint	Rad Tech	Renovation	5	Carpet is torn/taped unsafe. Room painted
Renovation of faculty offices	BMIT	Renovation	6	Offices were not included summer 2013
Carpet in Library	Library	Renovation	7	Need to update original carpet in library
Replace Carpet & Paint Allied Hlth	Rad Tech	Renovation	8	Building built 1995 - needs update
Carpet in Humanities	English	Renovation	9	Need updated carpet - current is threadbare
MS 19 Renovation of office walls	Math	Renovation	10	Need to update wall space for offices
OSHA App. Collection System	ART	Renovation	11	Approved dust/particulate collection system
Install drains for emergency shower	Physical Science	Renovation	12	Install drains under showers prevent flood
Classroom 156 paint & carpet	Nursing	Renovation	13	Update to classroom space
Carpet & Paint Allied Health Office	Nursing	Renovation	14	Update carpet & paint in Allied Health office
FACE 23: Replacement of Furniture	FACE	Replacement		Face 23 desks/chairs need to be replaced
Furniture for AG Building	AG	Replacement		Update existing furniture to suit students
Replace Desks/Chairs SE Lecture	Biology	Replacement		SE 48, 51, 53, 56 replace all furniture
Adjust, Renovate heating & cool	BMIT	In Progress		Business Building Heating & Cooling
Renovation of Bathrooms	BMIT	In Progress		Bathroom facilities need renovating
HVAC Vents need cleaning	ACDV	In Progress		Learning Ctr. Classrooms SS 3 & 3a
Inconsistent Temps in Learning Ctr	ACDV	In Progress		Classrooms as well
Repair & Paint walls ceilings	Biology	In Progress		SE 32 to start - Biology Area
Signage for SE & MS Buildings	Biology	In Progress		Office, Lab and Classroom Signage
Re-Wiring of SE/MS Lecture Halls	Biology	In Progress		Projector without turning all lights off
Lang Arts need telephones	EMS	In Progress		Need telephones in all rooms
Door Stops need replacement in LA	EMS	In Progress		Existing door stops are broken
Library Restroom maintenance	Library	In Progress		Need to fix existing problems in restrooms
Temperature in FA 51/offices	Communication	In Progress		Temps are too hot/cold and need help
Tint or screen north face windows	ACDV	In Progress		SS 3a Classroom

Showcase Install in Locker Room	ART	Workorder	Need to install showcases in the locker room
Need replacement air compressor	ART	Workorder	Non-Functioning Air Compressor -need new
Replace Projection Screens	ART	Workorder	Replace screens in FA 28, 23, 20
LA 112 Office needs window blinds	Math	Workorder	69x47 window blinds
Delano 1103 Seamless whiteboard	Math	Workorder	Wants a seamless whiteboard
IT 8 & 9 Need add'l 220v Receptacle	EIT	Workorder	Renovation of Space
Kiln in need of repair	ART	Workorder	2 Kilns need repair
Fine Arts 20 Ceramics Lab Maint	ART	Workorder	Maintenance & repainting
Fine Arts 23 Updates/Maint	ART	Workorder	Repainting and Drains
Replace burned out lamps	ACDV	Workorder	Learning Ctr. Classrooms SS 3 & 3a
Clean & replace light covers	ACDV	Workorder	Learning Ctr. Classrooms SS 3 & 3a
Replace Ceiling Tiles SS 204	ACDV	Workorder	Stained and missing ceiling tiles
South Door rubber stopper	ACDV	Workorder	Exit door needs rubber stopper
Fix Lights and door in MS 107A	Math	Workorder	Many lights out and door does not shut
MS 105 - Door does not lock properly	Math	Workorder	The door does not lock properly
LA 107B - Light switch to dim for tech	Math	Workorder	Need first row of lights to dim for technology
LA 104 Shelves need to be rehung	Math	Workorder	Need to rehang shelving
Bad Ballasts in MS 107D - Replace	Math	Workorder	Need to be replaced
MS 107 Needs handicapped access	Math	Workorder	Needs the buttons hooked up
MS 21 Finish Paint	Rad Tech	Workorder	Some of the lab still has just primer...
Clean West Face second door	ACDV	Completed	Outer screen needs cleaning
Replacement of exterior doors	ACDV	Completed	All doors leading to the learning center
Scheduled powerwash/clean	Library	Completed	Need to get on scheduled maint. Of building
High Pitched Sound - light sensor?	Rad Tech	Completed	MS 54 - X Ray lab - stop the high pitched sound
MS bldg. Steps to AH wing danger	Rad Tech	Completed	Need to repair steps leading the AH office
MS 21 Replace Verticle Blinds	Rad Tech	Completed	Blinds have needed repair for over 5 years.
MS Elevator Repair/Landing	Rad Tech	Completed	threshold of MS elevator requires repair