Student Life

Annual Update

2018-2019

LASSEN COMMUNITY COLLEGE
Residence Hall
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Accepted by Cabinet: (insert date)
Accepted by Consultation Council: (insert date)

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Student Life

Annual Update

Progress Report

Review previous NIPR and/or annual updates. Describe progress made on any recommendations. Describe any changes made within the program.

1) Kitchen RA to oversee common kitchen usage during weekends – Completed
2) Intramural program added internet gaming section for lunchtime on weekdays and for Monday night competitive intramurals – Established
3) Dorm Lounge construction project nearly completed – Ongoing
4) Vending machine area construction project – Ongoing
5) Public Bathroom/ADA compliant construction project – Ongoing
6) RA Office construction project – Ongoing
7) Laundry Facilities on the first floor construction project – Ongoing
8) Coverage for installed sprinkler system installed – Ongoing
9) Video Surveillance system installed – Ongoing
10) Restoration of room 102 – Completed
11) Drainage system on north face of the residence hall – Ongoing
12) Construction on east stairway – Completed
13) Increased productivity of WiFi – Ongoing
14) Moving the ATM machine out of the hallway and into an area constructed for its use – Ongoing
15) Rooms 113 & 115 under construction - Ongoing

Administrative Unit and/or Student Learning Outcomes

Note emerging needs based on assessment of AUO and/or SLO. Note any planning or budget changes based on assessment of AUO and/or SLO.

1) Residents will not be involved in behavioral incidents in the Residence Hall. We have not had any type of confrontations, and a sparse few drug/alcohol related incidents. It would be a recommendation to continue with the same RA training, and overseeing of the residence hall.
2) Residents will participate in the intramural program. Attendance has not yet grown to the prior levels although, attendance has picked up now that residents again have access to the lounge.
3) Residents will be aware of proper procedures for using the common kitchen. The Dorm Cooking 101 seminar was established previously and only those completing the

seminar may use the common kitchen. The instruction offered for the seminar is delivered by the Common Kitchen RA.

Program Needs Assessment

Describe new needs that have developed since the previous review. Consider new needs in staffing, equipment, training, facilities, or funding. Make sure to include data sources in the previous item that support emerging program needs.

1) The need for keeping the Common Kitchen open for more hours will mean that the dorm will need more staff. Another Kitchen RA is needed so that the dorm can open it in the morning hours.

2) The entire intramural program has been revamped in order to try and offer activities that would be more popular with the current student population. Internet gaming has been added to the intramural program along with weekday lunchtime intramurals, its impact is still being evaluated

3) The dorm needs a Security Officer stationed in the dorm through the nighttime for safety and security. Currently, the dorm does not have one and just too many things could happen that the dorm could use an adult present.

4) The dorm would like to have new desks and chairs for all the rooms. The ones the dorm has are very old and in bad shape. They need to be replaced.

5)The dorm would like to have new dressers in each of the rooms for all residents, The ones the dorm currently use are quite old and are breaking down frequently.

6) The dorm would like air conditioning units for each room. The rooms get quite hot in the warmer months and it makes the living space miserable.

7) The dorm would like to have Proxy card key locks on all of the doors in the residence hall. This would eliminate the need for traditional keys, and make security issues much quicker and safer. The long term effects from replacing a proxy card compared to replacing traditional keys could be savings in money and manpower.

8) The dorm would like a more effective WiFi setup. The dorm currently has problems and a lot of issues when a great deal of people are using the WiFi, and have some areas where the WiFi signal seems to be weaker than it should be.

9) Cable TV reception has become an issue because of a change that our provider made leaving some of our residents only getting one, or sometimes no

channels. The dorm needs to seek out a resolution so that the dorm is fulfilling the terms that we have in the contract with the students.

10) The dorm should have a backup generator in case of power outages. When the dorm loses power the residents have no recourse but to fumble about the residence hall in the dark and with this being a living space the dorm should be able to provide them with some power.

11) The dorm should have video surveillance cameras in the dorm parking lots. The dorm does have issues that occur in those lots on occasion so the dorm needs to be able to piece together what occurred by the use of video surveillance.

12) The dorm would like to have a computer lab in the dorm. This might be an area where residents could come to do homework, and complete assignments with the convenience of not even leaving the building.

13) The dorm would like to have a fitness room in the dorm. This would afford all residents an opportunity to get away from the rigors of their homework with an opportunity for physical activity.

14) The dorm would like to have a game room created in the dorm. This would allow residents who choose to play video games in their down time an opportunity to do so without causing a distraction in the lounge.

15) The dorm needs the creation of a storage space for the intramural and dorm equipment so that it may be stored securely when not in use.

16) The dorm needs the public restroom to be completed. As it stands now, there is no public restroom available in the entire building, and the dorm needs one.

17) The dorm needs to have the video surveillance in the dorm lounge again. It is an invaluable tool in regard to safety and security throughout the building.

18) The dorm needs to have the laundry room completed. Although it is functional, it would improve moral to have it completed, and looking nice.

19) The dorm also needs an upgrade in the quality of the washing machines and dryers in the laundry rooms. They are old, and need serviced too often, and are not what the dorm should expect for the residents.

20) The dorm needs a mailroom. The dorm should be able to provide the residents an area where they can pick up their mail according to their own personal schedule in the building in which they reside.

21) The dorm needs bigger, and more windows in the RA office. The windows currently in there are too small. The dorm would like a 41"x 3' window on the east

wall of the RA Office, and 6'x3' window on the south wall of the RA office, and another 6'x3' window on the west wall of the RA office. This would give the RA's an improved line of vision.

22) The dorm would also like a monitor installed in the RA office with a continuous live feed from the security cameras throughout the building. This will enable the RA's to monitor actions throughout the building while they are stationed in the RA Office.

23) The dorm would like the north and south exterior walls of the building covered by video surveillance. This would not only give the dorm better coverage, but would also help in determining any issues that might occur in those areas.

24) In addition, the north and south exterior walls should be lit so that any incidents occurring can be better seen with video surveillance.

25) The dorm need to get vending machines in the vending area by the common kitchen. It would not only provide residents an opportunity to get a little something to eat or drink if the common kitchen is not open, but also will provide opportunities for residents to grab something if they don't feel like preparing a meal in the common kitchen

26) The dorm needs new and bigger BBQ's on the west entrance. It is an area that is always a draw when someone is cooking. The dorm has had several residents express the desire to have bigger BBQ's so they can do even more cooking out there, and it becomes a popular hangout for residents while BBQs occur.

27) The dorm needs a buzzer system on the east entrance doors for after the dorm is closed at 10pm each evening to alert the RA's when and if, the doors are propped open while they should be closed. This will enable the RA's to keep the building secure after hours and give an opportunity to establish a definite time frame as to when the doors were propped open.

28) The dorm would like a digital signage monitor inside the entrance of the east and west entrances. This will give the dorm an opportunity to get announcements out quickly and efficiently to anyone walking into the residence hall. A wide variety of information can be announced. And it could be updated quickly. This would also be useful in emergency situations.

29)The dorm would like the backboards on the basketball court behind the dorm replaced. They are in dire need of being replaced and would make the area more user friendly.

30) Resurface the basketball court behind the residence hall. Again, it is in need of being resurfaced and would provide more opportunity for various activities by residents

31) The dorm needs a change machine for quarters in the laundry areas. Quite often the dorm has students who need to make change while doing laundry and it would be a nice convenience to have for them.

32) The dorm needs to get a new pool table in the lounge. It is hands down, the most popular activity of the entire intramural program.

33) The dorm needs a bulletin board next to the RA Office for intramural announcements. Still the most popular way to pass along, and promote, intramural information

34) The dorm needs to have 113 and 115 completed. Will allow for more space in the dorm for residents, and more income.

Progress and Reprioritization of Recommendations

Review the prioritized recommendations in the previous program review. Record outcomes of items in the planning agendas for each section. Note any changes in priority as well as any additions or deletions. Provide updated planning agenda forms for each planning committee. See next page.

Student Services Master Plan

Added internet gaming section to Intramural program for weekday lunchtimes Aug 2018

Facilities Master Plan

Dorm lounge construction project completed to the point where residents can again use the lounge for recreation Aug 2018

Vending machine area construction project is ongoing

Public bathroom/ADA compliant construction project is ongoing

The RA Office construction project is ongoing

The laundry facilities on the first floor construction project is ongoing and nearing completion

Coverage for the installed sprinkler system is ongoing and almost completely done

Video Surveillance system installation is ongoing

Restoration of room 102 completed Aug 2018

Drainage System on the north face of the residence hall is ongoing

Construction on the east stairway completed Aug 2018

Moving the ATM machine out of the hallway and into an area constructed for its use is ongoing and near completion

Human Recourse Master Plan

Hired Kitchen RA for weekends to oversee common kitchen usage Sept 2018

Institutional Technology Master Plan

Increased productivity of the WiFi in the building is ongoing

Additional Information

Describe or note additional information pertinent to the program, particularly information which supports new needs or growth or that documents program successes.

1) The common kitchen has been success. The demand seems to indicate the want for morning hours. This has been indicated through surveys, and word of mouth to the Residence Manager.
2) The hiring of the weeknight Kitchen RA, and more recently the weekend Kitchen RA to oversee the use of the common kitchen has been successful, and invaluable to providing information to the residence manager as to the events, and needs of the common kitchen
3) The change in the intramural program stems from a trend in declining attendance over the past two years. The addition of internet gaming to the intramural program has seemed to be popular and successful at this point. Ways to build on that popularity are being explored.
4) The dorm lounge construction project nears its end, and opening it to the residents for use has been very successful, and a moral boost. Ways to build upon that momentum are being discussed
5) The vending machine area construction nears its completion and should be a great place for residents who are just seeking a quick snack rather than preparing a meal.
6) The public bathroom/ADA compliant is an ongoing project that can accommodate all residents regardless of their situation.
7) The RA Office construction is nearing completion.
8) The first floor laundry facility provided an additional window for a line of sight outside, it merely needs a paint job for completion.

9) Coverage for the sprinkler system will protect the new sprinkler system, and also give it a more astatic look.
10) The video surveillance system will mean added safety and security for our residents in the dorm.
11) The restoration of room 102 increased capacity for the dorm and increased revenue.
12) The drainage system on the north face of the residence hall will provide protection from water damage to the foundation of the building.
13) The construction on the east stairway has made that stairway look much nicer.
14) Increased productivity of the WiFi will enable better coverage within the dorm and allow our residents to complete their assignments without losing their connection to the internet.
15) Moving the ATM machine out of the hallway and into an area constructed for it will reduce congestion in the hallway, and reduce the fire hazard risk.

Prioritized Recommendations for Inclusion in Institutional Effectiveness Master Plan
Residence Hall 2018-2019

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome

Prioritized Recommendation for Inclusion in Student Services Master Plan
Residence Hall 2018-2019

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome

Prioritized Recommendations for Inclusion in Educational Master Plan
Click here to enter Program Name & Year

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome

Prioritized Recommendations for Inclusion in Human Recourse Master Plan
Residence Hall 2018-2019

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
3	Kitchen RA (Mornings)	Aug 2019	$14,032.48	Increase use of Common Kitchen
3	Nighttime Security Officer	Aug 2019	$61,440.92	Increased safety and security

Prioritized Recommendations for Inclusion in the Facilities Master Plan
Residence Hall 2018-2019

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
3	Completion of Residence Hall Lounge	Aug 2019	$30,000	Better Living environment
4	Mailroom in Residence Hall	Aug 2019	$20,000	Better Living Environment
3	Air Conditioning	Aug 2019	$7140	Better living Accommodations

4	New desks and chairs	Aug 2019	$47,628	Better working environment
3	New Dressers	Aug 2019	$33,000	Better living Accommodations
3	Upgraded laundry machines	Aug 2019	N/A	Better moral from residents
3	Proxy card keylocks	Aug 2019	$7800	Ensured safety and security
3	Completion of 113 and 115	Aug 2019	$8000	Provide a safe and clean living environment
3	New Pool Table	Aug 2019	$1,999.99	Increased opportunity for activity
3	Backup Generator	Aug 2019	$5000	Safety and security during power outages
3	Completion of Laundry Room	Aug 2019	$1,000	Better Living Environment
3	Completion of public restroom in dorm	Aug 2019	$20,000	Better living environment
4	Computer lab in dorm	Aug 2019	$40,000	Additional Study Area
3	Vending machines	Aug 2019	$1500	Other opportunities to get something to eat or drink
3	Resurface basketball court behind dorm	Aug 2019	$8000	Increased opportunity for activity
3	Backboards on Basketball court behind dorm replaced	Aug 2019	$1600	Increased opportunity for activity
3	Change machine in laundry area	Aug 2019	$782	Better living accommodations

	Bigger BBQs	Aug 2019	$1300	Great for moral, and popular among residents
3				
3	Windows in RA Office	Aug 2019	$5,017	Improved security and safety
3	Video Surveillance for parking lots	Aug 2019	$900	Safety and security
3	Bulletin Board for intramurals	Aug 2019	$178.88	Quick and easy way to disseminate information
3	Storage room for intramural and dorm equipment	Aug 2019	$10,000	Security of equipment
3	Fitness Room in dorm	Aug 2019	$40,000	Better Living Environment
3	Game Room in dorm	Aug 2019	$30,000	Better Living Environment
3	Buzzer system for east entrance	Aug 2019	$300	Safety and security

Prioritized Recommendations Inclusion in Institutional Technology Master Plan
Residence Hall 2018-2019

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
4	Improved WiFi	Aug 2019	Already ongoing	Better working environment
3	Improved Cable TV reception	Aug 2019	unsure	Better living Accommodations
3	Video Surveillance system	Aug 2019	$1800	Improved safety and security
3	Monitor and video feed from video surveillance in RA Office	Aug 2019	$500	Improved safety and security
3	Lights on north and south exterior walls	Aug 2019	$960	Improved safety and security
3	Video surveillance on North and South exterior walls	Aug 2019	$900	Improved safety and security
4	Digital Signage	Aug 2019	$840	Quick and easy way to disseminate information

Lassen Community College Master Plan Overview

Six master plans comprise the Comprehensive Institutional Master Plan. Recommendations from program reviews will be input into the selected master plans as determined by faculty in the prioritized recommendation spreadsheets. To better understand which master plan might be most appropriate for each program recommendation, a summary/objective of each plan is included below. More information can be found in the Shared Governance and Consultation Council Handbook and the Comprehensive Institutional Master Plan.

Institutional Effectiveness Master Plan (IEMP): the IEMP addresses college needs not addressed in other plans. These needs include research, governance, outcome assessment, and administrative operations.

Educational Master Plan (EMP): The EMP addresses the instructional planning needs of the college.

Student Services Master Plan (SSMP): The SSMP highlights the services needed to maximize the student experience through a variety of key student support services.

Institutional Technology Master Plan (ITMP): The ITMP addresses the technology needs of the campus.

Facilities Master Plan (FMP): The FMP addresses the physical infrastructure, facility, and maintenance needs of the campus.

Human Resources Master Plan (HRMP): The HRMP identifies and manages the administrative functions of recruitment, selection, evaluation, and professional development needs of the College to ensure a fully-staffed and highly functioning team of employees.