LASSEN COMMUNITY COLLEGE FACILITY MASTER PLAN

2024-2029

Section IV – Five Master Plans

Facilities Master Plan and Facilities Staffing Plan

INTRODUCTION

The facilities at Lassen Community College (LCC) physically provide an environment where teaching and learning can flourish both inside and outside the traditional classroom and as such strongly contribute to creating a sense of place and to establishing the character and culture of its campus community. The College is dedicated to making a significant investment in its facilities and grounds to ensure that this community is well served with carefully planned and maintained spaces. By developing both traditional and innovative learning spaces the college will strive to enhance each individual's educational experience and extend its learning opportunities in ways that will engage and best serve our local community. We affirm that our facilities should support and promote the development of premier programs that make an impact on the hearts and minds of students, parents, visitors, alumni, faculty, and staff. In short, our facilities should provide a safe on-campus learning experience which fosters a vibrant, diverse and integrated community.

The main campus is located on approximately 209 acres of land with 42 structures. The various buildings amount to 252,955 gross square feet that provide 171,802 square feet of assignable floor space. A majority of programs and services are housed in buildings designed for, or appropriate to their use. In addition to classrooms, laboratories, and offices, the college also contains a 108-bed dormitory, library, cafeteria, several computer laboratories, and a large gymnasium. The campus grounds include large grass recreational fields, an all-weather running track, softball facility, stables for thirty horses, a rodeo arena, and an agricultural production facility.

Additionally, the District maintains a lease to operate the Coppervale Ski Hill located fifteen miles to the west of the main campus. Coppervale is used for public recreation. Lassen Community College also maintains a lease with the City of Susanville Parks and Recreation District for the use of a baseball field within the Susanville city limits. The college also has approximately 160 acres of forest property between Eagle Lake and Hwy 44, and approximately 307 acres of land in Herlong adjacent to the Sierra Army Depot

All campus facilities planning and physical development shall be implemented in a formal and systematic method where the basis of decision-making is a transparent collaborative process involving input from all constituencies and shall gain the inherent benefits afforded within a consistent, predictable review and approval system. Our goal is to achieve planning and architectural excellence through careful consideration of all contributing factors, which may include; health & safety, institutional/academic prioritization, functionality, aesthetics, economic feasibility, environmental impact, constructability, code compliance, operational utilization, efficiency and technology. One of the primary principles guiding our master plan is the dedication to expanding or restructuring the physical infrastructure of the campus to support learning environments that are based upon instructional approaches and student services known to increase learning and educational effectiveness.

Our desire is to maintain and enhance the character and use of the campus by improving its facilities. Planning strategies will include the development and maintenance of safe and healthy work environments for all students, employees and visitors and will further advance modernized equally accessible accommodations. Furthermore, planning will promote design principles that sensitively incorporate sustainable and environmental initiatives and that adhere to a core set of architectural standards, used to establish and pronounce a campus identity and promote a sense of place. All facility plans should, in response to the future need for change, philosophically incorporate the cost-effective concept of flexibility within their designs. Cost of Ownership planning models should also be utilized to establish the desired level of performance for site and building components.

The Facilities Planning Committee is charged to:

- Submit the Annual Facilities Master Plan Update to Consultation Council/Strategic Planning Committee.
- Review and comment on Safety Committee and Emergency Task Force recommendations and proposed solutions.
- Review and comment on various mandated reporting documents (i.e. 5 year Capital Outlay plan, scheduled Maintenance, recycling/energy and water programs etc.).
- Recommend construction and modification of District facilities, assets, and properties.
- Recommend sequencing and priority of large district renovation and construction project.
- Assist drafting of policies and procedures related to managing the physical plant.
- Develop, review, and adjust facilities planning documents including Long Range Facilities Master Plan.

The mission of both the Facilities Department and Planning Committee is to ensure a safe, effective and inspiring physical environment that supports and enhances the instructional mission outlined within the Strategic Master Plan. To successfully implement the necessary Capital Improvement Plans, all facility decisions should meet with the approved campus standards and objectives, and further consider the aspects of safety, security, functionality, aesthetics, budgetary constraints, operational efficiency, accommodation of technological advancements, and response to legislative and environmental impacts.

FACILITIES MASTER PLANNING COMMITTEE MEMBERSHIP:

The following individuals served as members of the 2022-2023 Facilities Master Plan/Academic Planning Committee:

Two Administrators

- Roxanna Haynes, Chief Business Officer
- Carie Camacho, Interim President / Superintendent served as a designee

Two Confidential / Management

- Dan Williams
- Open

Two Faculty

- Frank Avilla
- Kory Konkol
- Carrie Nyman
- Brian Wolf

Two CSEA

- Tiffany Montgomery
- Tara Harkema

One Student Representative

- Vacant

2022-2027 LONG RANGE FACILITIES MASTER PLAN

Strategic Initiatives:

1. Increase and retain enrollment
   a. Grow the nursing program
   b. Expand athletic programs
   c. Increase enrollment in current programs
   d. Explore other opportunities
2. Improve and expand student housing
3. Continue to meet accreditation standards.

Strategic Goals:

1. Institutional Effectiveness: Provide the governance, leadership, integrated planning and accountability structures, and processes to effectively support an inclusive learning environment, while ensuring responsible stewardship of public trust and resources.
2. Learning Opportunities: Provide an array of rigorous academic programs delivered via a variety of modalities that promote student equity and learning while meeting the needs of the local and global community.
3. Resource Management: Manage human, physical, technological and financial resources to sustain fiscal stability and to effectively support the learning environment.
4. Student Success: Provide a college environment that reaches-out-to and supports students, minimizes barriers, and increases opportunity and success through access and retention to enable student attainment of educational goals including completion of degrees and certificates, transfer, job placement and advancement, improvement of basic skills, and self-development through lifelong learning.

FMP Long Range Plan #1: Improve ADA Access across campus (Safety Committee, CalWorks NIPR)

Goal 2, 3, 4 Objective 4.6, Strategic Initiative 1, 2

2022-2023

Strategy Description: Repair sidewalks determined to be in worst condition across campus, repaving potholes in parking lots, and pour cement for ADA access around Café. Replace floor in weight room in gym to ADA compliant floors.
Expected Outcome: Accessible access to campus, classrooms, and student services for all students, faculty and staff.
Responsible Party(s): Facilities
Performance Measures Outcome: Completed projects for 2022-2023.
Accomplishments: Repaired sidewalks determined to be in worst condition across campus, repaved potholes in parking lots, and poured cement for ADA access around Café. Replaced floor in weight room in gym to ADA compliant floors.

2023-2024

Strategy Description: Replace exterior doors at both entrances in Dorm and Creative Arts east entrance for automatic ADA doors. Various sidewalk repairs across campus.
Expected Outcome: Accessible access to campus, classrooms, and student services for all students, faculty and staff
Responsible Party(s): facilities
Performance Measures Outcome: Completed projects for 2023-2024.
Accomplishments: Replaced exterior doors at both entrances in Dorm. Completed various sidewalk repairs across campus.

2024-2025

Strategy Description: Replace exterior doors in Creative Arts. Begin work on improved ADA access in gym including replacing doors, floors, and bathroom. VT upgrades for ADA access. Continue to assess sidewalks for repairs. HVAC upgrades in Humanities, Creative Arts, Math Science, and Dorms. LED lights across campus. Sewer upgrades (i.e. gravity). Water system grant upgrades. Build secondary entrance into the campus. Sand volleyball and gym ADA upgrades. Dental Hygiene build. Roof repairs and replacement across campus. Repairs to doors, floors, and ceilings in the Dorms.
Expected Outcome: Accessible access to campus, classrooms, and student services for all students, faculty and staff
Responsible Party(s): Facilities
Performance Measures Outcome: Completed projects for 2024-2025.

2025-2026

Strategy Description: Continue to assess sidewalks for repairs. Assess other repairs necessary for ADA compliance across campus. Water system grant upgrades. Build secondary entrance into the campus. Bathroom upgrades across campus. Roof repairs and replacement across campus.
Expected Outcome: Accessible access to campus, classrooms, and student services for all students, faculty and staff.
Responsible Party(s): Facilities
Performance Measures Outcome: Completed projects for 2025-2026.

2026-2027

Strategy Description: ADA access upgrades for VocTech and assess other repairs necessary for ADA compliance across campus. Water system grant upgrades. Build secondary entrance into the campus.
Expected Outcome: Accessible access to campus, classrooms, and student services for all students, faculty and staff.
Responsible Party(s): Facilities
Performance Measures Outcome: Completed projects for 2026-2027.

2027-2028

Strategy Description: Cogen ADA upgrades for staff access. ADA access upgrades for VocTech and assess other repairs necessary for ADA compliance across campus. Water system grant upgrades. Secondary entrance.
Expected Outcome: Accessible access to campus, classrooms, and student services for all students, faculty and staff.
Responsible Party(s): Facilities
Performance Measures Outcome: Completed projects for 2027-2028.

2028-2029

Strategy Description: Cogen ADA upgrades for staff access. ADA access upgrades for VocTech and assess other repairs necessary for ADA compliance across campus. Water system grant upgrades. Secondary entrance.
Expected Outcome: Accessible access to campus, classrooms, and student services for all students, faculty and staff.
Responsible Party(s): Facilities
Performance Measures Outcome: Completed projects for 2028-2029.

FMP Long Range Plan #2: Improve reliability of campus infrastructure (Facilities NIPR)

Goal 2, 3, 4 Objective 3.3, Strategic Initiative 1, 2

2022-2023

Strategy Description: Upgrade water system including well #1, install meters, new water services, new valves, and backflows. Begin upgrading sewer from lift stations to gravity flow. Replacing old and failing lines. Installing and repairing electrical wires across campus.
Expected Outcome: Improved infrastructure means quality student and staff experience on campus, ability to house all academic and student services.
Responsible Party(s): Facilities
Performance Measures Outcome: Projects or phases of projects completed. Budgets for additional projects completed.
Accomplishments: Upgraded water system including well #1, installed meters, new water services, new valves, and backflows. Began upgrading sewer from lift stations to gravity flow. Replaced old and failing lines. Installed and repaired electrical wires across campus.

2023-2024

Strategy Description: Continuing electrical wiring project to include street lights. Replace transformer in Creative Arts. Continue sewer upgrades to Creative Arts, Café, and removal of lift stations to gravity for east side of campus. Repowering the Cogen plant. Begin water improvement grant research. Begin universal door lock project. Replacing fire hydrants across campus.
Expected Outcome: Improved infrastructure means quality student and staff experience on campus, ability to house all academic and student services. **Responsible Party(s):** Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Projects or phases of projects completed. Budgets for additional projects completed.
Accomplishments: Continued electrical wiring project to include street lights. Completed sewer upgrades to Cafe. Began water improvement grant research. Replaced fire hydrants across campus.

2024-2025

Strategy Description: Implement second entrance for campus. New electrical power to agriculture and gunshop facilities. Begin water line improvements if grant funds become available. Begin infrastrure projects on Dorms including new windows, siding and interior doors. Continue universal door lock project. Replace transformer in Creative Arts. Continue sewer upgrades to Creative Arts and removal of lift stations to gravity for east side of campus. Repowering the Cogen plant. Begin universal door lock project.
Expected Outcome: Improved infrastructure means quality student and staff experience on campus, ability to house all academic and student services.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Projects or phases of projects completed. Budgets for additional projects completed.

2025-2026

Strategy Description: Renovation to Creative Arts to include A/C and upgrades in building. Continue universal door lock project.
Expected Outcome: Improved infrastructure means quality student and staff experience on campus, ability to house all academic and student services.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Projects or phases of projects completed. Budgets for additional projects completed.

2026-2027

Strategy Description: Phase II of water projects replacing water lines on west side of campus. Explore other A/C units in buildings. Repaving parking lots and roads on campus.
Expected Outcome: Improved infrastructure means quality student and staff experience on campus, ability to house all academic and student services.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Projects or phases of projects completed. Budgets for additional projects completed.

2027-2028

Strategy Description: Phase II of water projects replacing water lines on west side of campus. Explore other A/C units in buildings. Repaving parking lots and roads on campus.
Expected Outcome: Improved infrastructure means quality student and staff experience on campus, ability to house all academic and student services.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Projects or phases of projects completed. Budgets for additional projects completed.

2028-2029

Strategy Description: Phase II of water projects replacing water lines on west side of campus. Explore other A/C units in buildings. Repaving parking lots and roads on campus.
Expected Outcome: Improved infrastructure means quality student and staff experience on campus, ability to house all academic and student services.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Projects or phases of projects completed. Budgets for additional projects completed.

FMP Long Range Plan #3: Improve Effectiveness of Maintenance and Operations (Facilities NIPR)

Goal 2, 3, 4 Objective 3.3, Strategic Initiative 1, 2

2022-2023

Strategy Description: Revise work order process, hire open positions, expand outside contractor contacts for projects on campus.
Expected Outcome: Efficient use of existing personnel reduces costs to district and completes projects in a timely manner.
Responsible Party(s): Facilities
Performance Measures Outcome: Completed projects for 2022-2023
Accomplishments: Revised work order process, hired open positions, expanded outside contractor contacts for projects on campus.

2023-2024

Strategy Description: Utilize staffing plans and projects to more efficiently use current personnel. Assess personnel levels and determine necessary hires. Work with budgetary process to hire necessary staff. Explore grant opportunities for facility upgrades or staffing hires.
Expected Outcome: Efficient use of existing personnel reduces costs to district and completes projects in a timely manner.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Completed projects for 2023-2024 with current personnel. New grant opportunities identified.
Accomplishments: Utilized staffing plans and projects to more efficiently use current personnel. Assessed personnel levels and determined necessary hires. Worked with budgetary process to hire necessary staff. Explored grant opportunities for facility upgrades and staffing hires.

2024-2025

Strategy Description: Continue to assess staffing levels and apply for any grant opportunities available for campus projects.
Expected Outcome: Efficient use of existing personnel reduces costs to district and completes projects in a timely manner.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Completed projects for 2023-2024 with current personnel. New grant opportunities identified.

2025-2026

Strategy Description: Continue to assess staffing levels and apply for any grant opportunities available for campus projects.
Expected Outcome: Efficient use of existing personnel reduces costs to district and completes projects in a timely manner.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Completed projects for 2023-2024 with current personnel. New grant opportunities identified.

2026-2027

Strategy Description: Continue to assess staffing levels and apply for any grant opportunities available for campus projects.
Expected Outcome: Efficient use of existing personnel reduces costs to district and completes projects in a timely manner.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Completed projects for 2023-2024 with current personnel. New grant opportunities identified.

2027-2028

Strategy Description: Continue to assess staffing levels and apply for any grant opportunities available for campus projects.
Expected Outcome: Efficient use of existing personnel reduces costs to district and completes projects in a timely manner.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Completed projects for 2023-2024 with current personnel. New grant opportunities identified.

2028-2029

Strategy Description: Continue to assess staffing levels and apply for any grant opportunities available for campus projects.
Expected Outcome: Efficient use of existing personnel reduces costs to district and completes projects in a timely manner.
Responsible Party(s): Facilities, CBO, Director of Fiscal Services
Performance Measures Outcome: Completed projects for 2023-2024 with current personnel. New grant opportunities identified.

Source	Strategic Goal	Line Item	Planning Agenda Item(s)	Implementation Time Frame	Estimated Cost	Expected Outcome	Unit Priority	Area Priority	Funding Source	Status
2018-2023 Facilities NIPR	1,3,4	1	Administrative Assistant IV	2021-2022	$76,000	Increased Departmental Efficiency/Continuity	1	1	GF	Completed
2018-2023 Facilities NIPR	1,3,4	2	Maintenance Custodian	2021-2022	$61,000	Increased basic health and safety services	2	2	GF	Completed
~~2018-2023 Facilities NIPR~~	~~1,3,4~~	~~5~~	~~Maintenance Specialist II~~	~~2024-2025~~	~~$69,200~~	~~Increased Maintenance Effectiveness~~	~~5~~	~~5~~	~~GF~~	Not needed
2019 Work	3	1	Install railings circling the top of internal stair well in Humanities need to be redesigned to reduce small child fall hazard	2021-2022	$5,000	Improved safety	1	1	GF	Completed Summer 23
ITMP			Backup Generator and Air Conditioning for Server Room (VT)		$100,000	Ensure reliability of Campus IT Infrastructure		2	GF	Completed Spring 23
FMP	3	3	Grind cracked and heaving sidewalks	2021-2022	$10,000	Safety		4	GF	Completed Fall 22
SSMP/CalWORKS	4	14	Lactation rooms on campus	2021-2022	$500	Meet current educational code and state laws Education Code Section	11	5	GF	Completed
SSMP/Residence Hall	3,4	12	Dorm- Completion of Recreation Room/Public Restroom/Main Entry/Stairs	2021-2022	$100,000	Student Life & Safety	2	6	Dorm Funds	Completed Spring 23
Business IPR	4	9	Install emergency exit (CA-123 to CA-116/Main Hallway)	2021-2022	$25,000	Federal/State compliant	16	7	SWP	Completed Spring 22
Business IPR	4	8	Clean out storage	2021-2022	$1,000	ADA compliant	15	8	SWP	Completed Spring 22
Business IPR	3	10	Remove ceiling fixtures/	2021-2022	$20,000	Clean, neat, organized	17	9	SWP	Completed Spring 23

Gunsmithing IPR	4	21	Conex Box Completion	2021-2022	$20,000	Storage for gunsmithing supplies		10	SWP	Completed Spring 23
SSMP/Residence Hall	3	11	Backup Generator (Dorm)	2022-2023	$200,000	Safety and security during power outages	1	13	GF	Completed Spring 23
Facilities	3	16	Emergency Exit Signs	2022-2023	$20,000	Campus Safety		15	GF	In progress
CalWORKS	3, 4	20	Changing Stations in each building	2022-2023	$500	Create family friendly environment		16	GF	Completed Fall 22
2019 Admin of Justice IPR	3	7	Locate, renovate, or acquire dedicated instructional and /or lab space that can be utilized for multi-day training course and scenarios.	2022-2023	$150,000	Dedicated Educational Lab space to house AJ program and training equipment	14	17	SWP	Completed Summer 22
2017 Welding IPR	1,4	3	Improve the current ventilation system in TR103	2024-2025	$40,000	Health and safety	3	20	SWP	In progress
2014 Athletics IPR	1,3	5	Add one Whirlpool to the Athletic Training Center Room w/ installation	2024-2025	$6,000	Allow more students to take advantage of the whirlpool therapy	8	21	GF	Completed Fall 22
2017 Welding IPR	1	6	Add electrical drops for welding booths	2025-2026	$5,000	Expand student capacity and increase graduation rates	11	22	SWP	In Progress
2018 Natural Science IPR	4	2	Hazardous waste disposal emical and preserved specimens)	2021-2022	$2,500	Provide safe and environmentally sound learning and working environment		2	GF	Completed
FMP	3	4	Potholes Crack Seals repair Campus wide	2021-2022	$25,000	Safety		5	GF	Completed
FMP	3	25	Safety Ballard (Gas & Electric)	2021-2026	$24,000	Campus Safety		1	GF	Completed

FMP	3	16	Install two transformers and Panels & Remove UPS system from Vo-Tech Bldg.	2021-2026	$50,000	Campus Safety		4	GF	Completed
FMP	3	18	Repair& Replace cracked and failing walkways (Main Entry & Circle Drive)	2021-2026	$200,000	Campus Safety		5	GF	Completed
Facilities	3	55	Electronic Access/Locks (Campus Wide)	2021-2026	$900,000 (one time)	To increase security for all campus occupants and provide for mass lock-down during campus security Incidents.		9	GF	In progress
2017 Fine Arts	2, 4	45	Track lighting & lights in CA 201	2021-2026	$1,200		4	12		Completed
2016 Auto IPR	2, 4	46	Provide tables and chairs to replace desks in the classroom	2021-2026	$5,000	Increase student learning	5	13	GF	Tried but the tables and chairs wanted do not fit in space
FMP	3	20	Lighting System for Classrooms (Campus Wide) LMUD Grant	2021-2026	$100,000	Decreased Utility costs, and improved lighting quality		15	LMUD Grant	in-progress
FMP	3	40	Replace Main Boiler Standalone Boilers Phase (Café', Dorm, Gym)	2021-2026	$240,000	Cost Savings/Efficiency		18	GF	In progress
2018 Natural Science/ Mathem at ics IPR	3,4	64	Systematically replace the chairs in all classrooms over the next several years.	2021-2026	$3,000/ room of 24 chairs	Improve the learning and safety environment for students		21	GF	50% complete in-progress
FMP	3	57	Replace Main Boiler Standalone Boilers Phase Ill (Cafe, M/S, Athletic	2021-2026	$240,000	Cost Savings/ Efficien cy		22	Prop 39	In-progress

FMP	3	21	12 Passenger Van	2021-2026	$32,000	Compliance to replace 15 passenger vans		23	GF	Purchased 2 busses instead
2019 Kinesiology/Athletics IPR	3	52	Gymnasium Remodel	2021-2026	$250,000	To improve the aesthetics of the Gym Foyer (and other areas) to present a more appropriate impression of LCC Kinesiology/Athletics programs.		33	GF	In progress