Assessment Review

the Corral. We are also available in-person during our current operating hours of Monday to Thursday 7AM to 3PM. (AM)

Comments

Comments

Program Review: Part 1

<u>EVIDENCE</u>

Do you have assessment data or other evidence that relates to this goal?

Program Review: Part 1

Custodial - Reviewing APPA standards based on cleanable square footage per employee. (TB)

TSS - Maintaining computer labs for current class requirements provided by instructors and actively looking into newer technologies as software/class standards and hardware requirements change. (JC)

What are your plans/goals (3-year) regarding this goal?

Business Services Administrative - Continue to advocate for BAM funding to effectively fund student services, business services, and instruction. Fund the critical ongoing safety and emergency preparedness needs of the college, which are currently funded in a one-time way. Fund the infrastructure required ensure instruction and student services are undertaken in a modern, safe, efficient, and appealing environment. (MC)

Custodial - As the college continue to grow and expand make sure the staffing levels continue to match the square footage based on APPA standards. (TB)

TSS - As computing technologies continue to progress and rapidly change we want to ensure that our technology standards continue to keep up with this demand as the development of software requires higher end hardware. (JC)

<u>EVIDENCE</u>

Do you have assessment data or other evidence that relates to this goal?

Business Services Administrative - BAM allocation, District adopted budget, college-wide surveys. (MC)

Custodial - Yes, 2019 thin4t

Resource Requests

$ Amount Requested
175,000
Resource Type
ITEM: Equipment, Services, Software, Furniture
Potential Funding Source(s)
Instructional Equipment Allocation
The evidence to support this request can be found in:
Assessment Review
This request for my area is Priority #:
1
Is this request:
New

For Administrative Use Only

Funding Status

Notes

2022 - 2023 Update

Resource Request

What resources do we already have?
CSS 217,ITEC 202,ATEC 114,STEM 201, STEM 302 - Classroom AV Critical repairs currently in progress.
What resources do you need?
Repairs in progress
Request related to EMP goal or Assessment?
EMP Goal 12,EMP Goal 11
$ Amount Requested
48,000
Resource Type
ITEM: Equipment, Services, Software, Furniture
Potential Funding Source(s)
Instructional Equipment Allocation
The evidence to support this request can be found in:
Assessment Review
This request for my area is Priority #:
1
Is this request:
Revised

For Administrative Use Only

Funding Status

Resource Requests

Notes

2021 - 2024

Resource Request

What resources do we already have?
We have a strong selection of cooking equipment, refrigeration and space. (AM)

What resources do you need?
We would like small specialized equipment such as a smoker, tabletop rotisserie oven, vertical broiler, portable sneeze guards, catering tableware, and a dedicated vehicle for catering delivery and pick up. Reduced levels of students on-campus may indicate that we need to provide online ordering options to entice students to come to campus more often. (AM)

Request related to EMP goal or Assessment?
EMP Goal 10

$ Amount Requested
10,000

Resource Type
ITEM: Equipment, Technology, Services, Software, Furniture

Potential Funding Source(s)
Department Regular Funding

The evidence to support this request can be found in:
Assessment Review

This request for my area is Priority #:
1

For Administrative Use Only

Funding Status
No longer needed

Notes
Not General Fund Item (Should come out of Food Services Revenue)

2021 - 2024

Resource Request

What resources do we already have?
We have a great group of Custodial Staff at Norco Campus. (TB)

What resources do you need?
I need one additional Full-Time staff member due to additional square footage. (TB)

Request related to EMP goal or Assessment?
EMP Goal 9

$ Amount Requested
88,883

Resource Requests

Resource Type
STAFF: Classified Professional, Confidential, Manager
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
1

For Administrative Use Only

Funding Status
Completed/Funded
Notes
 FUNDED BY HERFF 21-22

2021 - 2024

Resource Request

Resource Requests

2021 - 2024

Resource Requests

The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
2

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

2021 - 2024

Resource Request

Resource Requests

The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
3

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
Existing 3rd Street roadway to campus (SM)
What resources do you need?
The existing paving along 3rd St which is the only entrance and exit to the campus is deteriorating and in need of repair. Objective 10.1, 10.2, 10.10, 10.12 (SM)

Request related to EMP goal or Assessment?
EMP Goal 10
$ Amount Requested
200,000
Resource Type
BUDGET: Facilities Building, Remodel
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
4

For Administrative Use Only

Funding Status
In Progress
Notes
Planned funding for FY 21-22

Resource Requests

Resource Type
ITEM: Equipment, Technology, Services, Software, Furniture
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
6

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
Fire water supply loop isolation valves are non-operational (SM)
What resources do you need?
Replacement of the non-operations isolation valves for the Fire Water loop that goes throughout the campus and supplies the buildings. The new valves are need in the event there is a break that needs to be isolated so the entire campus does not need to be shutdown and classes interrupted. Objectives 10.1, 10.2, 10.9, 10.11 (SM)
Request related to EMP goal or Assessment?
EMP Goal 10
$ Amount Requested
20,000
Resource Type
BUDGET: Facilities Building, Remodel
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
7

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

Resource Requests

Resource Requests

$ Amount Requested
20,000
Resource Type
BUDGET: Facilities Building, Remodel
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
8

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
The access road from Rodeo Road and into the campus between the IT & ST Buildings is exhibiting paving failures due to soil settlement and tree roots. This is creating an uneven surface that is a walking hazard and presents tipping risks with transporting materials into and out of the campus with a forklift. (SM)
What resources do you need?
The roadway needs to be fully removed, the subgrade compaction failures corrected, tree roots removed and a new fire truck rated paving section installed. This will provide a safe access way for bot d d   ted paving- (a)id

ev The evidence to supp

Resource Requests

Notes

NA

2021 - 2024

Resource Request

What resources do we already have?
Paving seal coat and striping in Parking lot D has reached the end of it's life cycle and is in need of repair in order to reduce damage by weed growth and vehicle traffic. Failure to complete repairs will only result in higher repair costs in the future. (SM)

What resources do you need?
Crack repair/filling, seal coating and restriping of Parking lot D for the regular maintenance and keep of the paving surface. This extends the life cycle of the paving surface and increases safety and use of the parking lot by staff and students. Objectives: 10.1, 10.2, 10.9, 10.10, 10.11 (SM)

Request related to EMP goal or Assessment?
EMP Goal 10

$ Amount Requested
40,000

Resource Type
BUDGET: Facilities Building, Remodel

Potential Funding Source(s)
General Fund

The evi

Resource Requests

$ Amount Requested
20,000
Resource Type
BUDGET: Facilities Building, Remodel
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
12

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
This is a safety issue; I do not have any available resources to put toward the repairs of the service road and pedestrian path. (JC)
What resources do you need?
Funding to repair service road between IT and ST buildings and the bunker area. The scope of this project will include addressing pedestrian path of travel issues and roadway issues as well as adding traffic bollards for the safety of the students, faculty, and staff. (JC)
Request related to EMP goal or Assessment?
EMP Goal 10
$ Amount Requested
150,000
Resource Type
BUDGET: Facilities Building, Remodel
Potential Funding Source(s)
General Fund,Other/None,Department Regular Funding
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
5

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
N/A

Resource Request

What resources do we already have?

The computer server room in the Operations Center that houses the main server for the campus does not have an independent HVAC system nor emergency power. This could result in the HVAC system providing temperature control for this room to fail and as a result the server would overheat and shutdown. This would cut-off all communications to and from the campus. (SM)

What resources do you need?

An independent HVAC with connection to the existing emergency generator is needed to insure that the critical cooling of the main campus server is maintained. Without the cooling of the server room, the room will overheat and cause the server to shutdown or be damaged. Both of these results will cause the campus to lose all communications and we will fail to provide Emergency services to our students, staff and community. Objective: 10.1, 10.2, 10.9, 10.10 (SM)

Request related to EMP goal or Assessment?

EMP Goal 10

$ Amount Requested

25,000

Resource Requests

Resource Requests

For Administrative Use Only

Funding Status
Pending-Not enough information provided
Notes

Resource Requests

What resources do you need?
We need to hire a specialty contractor to remove and replace the caulking joints at the exterior concrete building panels and window systems to insure that the exterior building envelop is weather tight to prevent the entrance of water, insects and rodents into the building. Objectives: 10.1, 10.2, 10.9 (SM)

Request related to EMP goal or Assessment?
EMP Goal 10

$ Amount Requested
60,000

Resource Type
BUDGET: Facilities Building, Remodel

Potential Funding Source(s)
General Fund

The evidence to support this request can be found in:
Program Review: Part 1

This request for my area is Priority #:
18

For Administrative Use Only

Funding Status
Completed/Funded

Notes
Completed with FY 21-22 Funding

2021 - 2024

Resource Request

What resources do we already have?
The current golf carts used by the Maintenance and Operations staff have been in service for 10 years and have reached the end of their effective lifecycle and need to be replaced. (SM)

What resources do you need?
Purchase of 3 new golf cart for the M&O staff to enable them to continue to be effective in completing their job tasks and responsibilities serving the campus, students and staff. Objectives: 10.1, 10.2 (SM)

Request related to EMP goal or Assessment?
EMP Goal 10

$ Amount Requested
50,000

Resource Type
ITEM: Equipment, Technology, Services, Software, Furniture

Potential Funding Source(s)
General Fund

The evidence to support this request can be found in:
Program Review: Part 1

This request for my area is Priority #:
19

Resource Request

What resources do we already have?
The interior paint in the Library, LRC, CSS and SSV Buildings is old, dirty and in need of repainting in order to

Resource Requests

$ Amount Requested
7,500
Resource Type
ITEM: Equipment, Technology, Services, Software, Furniture
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
22

For Administrative Use Only

Funding Status
In Progress
Notes
Need 7 more w/caddie station

2021 - 2024

Resource Request

What resources do we already have?
Manual, independent and battery powered irrigation controllers that are time consuming and ineffective in efficiently managing the watering of the campus landscaping. (SM)
What resources do you need?
We need to hire a Landscape Contractor to replace and consolidate the existing irrigation controllers along with repairing the irrigation control wires damaged by rodents, with new web based smart irrigation controllers. New smart irrigation controllers will enable our Grounds and Irrigation personnel to more effectively and efficiently control the irrigation system throughout campus and minimize overwatering and water loss. This will increase staff efficiency and reduce water costs. Objectives: 10.1, 10.2, 10.9, 10.10 (SM)
Request related to EMP goal or Assessment?
EMP Goal 10
$ Amount Requested
80,000
Resource Type
ITEM: Equipment, Technology, Services, Software, Furniture
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
23

Resource Requests

For Administrative Use Only

Funding Status
In Progress
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
The Library, Art Gallery, HUM, ST, CRC and Theater buildings do not have security alarm systems which not only makes them vulnerable to vandalism and theft but also reduces the safety of our students and staff. (SM)
What resources do you need?
Installation of security alarm system in the Library, Art Gallery, HUM, ST, CRC and Theater buildings to increase security of our campus and the safety of our students and staff. (SM)
Request related to EMP goal or Assessment?
EMP Goal 10
$ Amount Requested
80,000
Resource Type
ITEM: Equipment, Technology, Services, Software, Furniture
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
24

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
There is not existing roof structure or covering of the storage bays in the yard of the Operations Center. This equipment and materials to the weather and elements which decreases their effective lifecycle. (SM)

Resource Requests

Funding Status
In Progress
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
The existing HVAC units servicing WEQ W1 & W2 Buildings have exceeded their lifecycle and need to be replaced. (SM)
What resources do you need?
the HVAC units servicing WEQ W1 & W2 Buildings need to be replaced by an HVAC Contractor. New units will be more reliable and increase the cooling efficiency to the buildings and reduce operating costs.
Objectives: 10.1, 10.2, 10.9, 10.10, 10.11 (SM)
Request related to EMP goal or Assessment?
EMP Goal 10
$ Amount Requested
65,000
Resource Type
BUDGET: Facilities Building, Remodel
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
27

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
NA

2021 - 2024

Resource Request

What resources do we already have?
We have no covered storage for our Grounds and Custodial golf carts and this exposure to the elements recuses their lifecycle and increases maintenance cost due to rodent damage (SM)

Resource Requests

Resource Request

What resources do we already have?

The District and the college already have the back-end servers and phone infrastructure in place.

By adding phones in the classrooms that will only call 911, and college extensions will increase safety and communication across the college. We can also add the phone's rave or alert system.

I do not have any available resources for this project. (JC)

What resources do you need?

Funding to purchase and install VIOP phones for the classrooms and any additional identified locations.

This will also require local and district phone/network support. (JC)

Request related to EMP goal or Assessment?

EMP Goal 10

Resource Requests

Resource Type

Resource Requests
2021 - 2024

Resource Request

What resources do we already have?
The District and local departments provide limited resources and funding for ergonomic assessments and needs of employees typically as an accommodation after an injury or claim. The goal is to be proactive even more now as employees return to the college. (JC)

What resources do you need?
Funding to provide ergonomic chairs and related accessories as needed after assessment (Est 400 FTE X $250 per). (JC)

Request related to EMP goal or Assessment?
EMP Goal 10

$ Amount Requested
100,000

Resource Type
ITEM: Instructional supplies

Potential Funding Source(s)
Instructional Equipment Allocation,Department Regular Funding,General Fund,Other/None,Lottery Instructional Supplies

The evidence to support this request can be found in:
Program Review: Part 1

This request for my area is Priority #:
6

For Administrative Use Only

Funding Status
No Action-Insufficient funding

Notes
N/A

2021 - 2024

Resource Request

What resources do we already have?
The District and the college have "Emergency Phones" or "Blue Phones" on district locations including Norco. The emergency phones currently at Norco College do not comply with the current District guidelines. Many of the emergency phones do not meet ADA guidelines. We wish to upgrade the emergency phones to comply with District standards, match what someone currently installed at CADDO and Moreno Valley College, and build a more robust and current system. (JC)

What resources do you need?
Funding to upgrade the existing Emergency Phone Systems to Code Blue manufactured emergency phones to comply with the district standard, and address ADA issues during this upgrade we will evaluate locations

Resource Requests

and build towards a blue path (pathway of Emergency Call Stations). This will also include a new ToolVox server for our campus and during this upgrade. (JC)

Request related to EMP goal or Assessment?

EMP Goal 10

Resource Requests

Notes

N/A

2021 - 2024

Resource Request

What resources do we already have?

The College has two radio repeaters that provide the Facilities department and the Building and Floor Captain's communications. Both repeaters are past their end of life-cycle and need replacement. (JC)

What resources do you need?

Funding to upgrade existing radio antennas and replace the outdated repeaters, used by facilities daily and the building and floor captains. (JC)

Request related to EMP goal or Assessment?

EMP Goal 12

$ Amount Requested

30,000

Resource Type

ITEM: Equipment, Technology, Services, Software, Furniture

Potential Funding Source(s)

Department Regular Funding,General Fund,Other/None

The evidence to support this request can be found in:

Program Review: Part 1

This request for my area is Priority #:

3

For Administrative Use Only

Funding Status

Completed/Funded

Notes

Funded in FY 21-22

2021 - 2024

Resource Request

What resources do we already have?

Existing computer lab. (TJC)

What resources do you need?

IT 106: Computer lab upgrade for machines that around 5-7 years old. (30+) computers in total. (TJC)

Request related to EMP goal or Assessment?

EMP Goal 12

$ Amount Requested

166,396

Resource Requests

Resource Type
ITEM: Technology
Potential Funding Source(s)
General Fund,Instructional Equipment Allocation
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
3

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
N/A

2021 - 2024

Resource Request

What resources do we already have?
Existing computer lab. 0 ghis request for my area iab. 0 Funding Status

3

Resource Requests
2021 - 2024

Resource Request

What resources do we already have?
Existing computer lab. (TJC)
What resources do you need?
IT 124: Computer lab upgrade as machines are past refresh date (28) computers needed. (TJC)
Request related to EMP goal or Assessment?
EMP Goal 12
$ Amount Requested
141,186
Resource Type
ITEM: Technology
Potential Funding Source(s)
Instructional Equipment Allocation,General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
5

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
N/A

2021 - 2024

Resource Request

What resources do we already have?
(2) Information Technology Analyst (1) Computer Technician (TJC)
What resources do you need?
(1) Helpdesk Support Technician (TJC)
Request related to EMP goal or Assessment?
EMP Goal 9
$ Amount Requested
96,711
Resource Type
STAFF: Classified Professional, Confidential, Manager
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1

Resource Requests

This request for my area is Priority #:
6

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
N/A

2021 - 2024

Resource Request

What resources do we already have?
(2) Information Technology Analyst (1) Computer Technician (TJC)
What resources do you need?
(1) Information Technology Analyst (TJC)
Request related to EMP goal or Assessment?
EMP Goal 9
$ Amount Requested
115,374
Resource Type
STAFF: Classified Professional, Confidential, Manager
Potential Funding Source(s)
General Fund
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
7

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
N/A0 G(N)8(/)4(A)]TJETQq1 56. 6-r0 612 792 reW* nBT/F2 11 Tf1 0 0 1 98.05 223.08 Tm0 g0 G(-)]TJ-1 49.525 259-

Resource Requests

Request related to EMP goal or Assessment?
EMP Goal 12

Resource Requests

Funding Status
No Action-Insufficient funding
Notes
N/A

2021 - 2024

Resource Request

What resources do we already have?
The Safety and Emergency Planning Coordinator has deployed the current inventory of barriers across the campus and needs more on hand for current and future/emergency needs. (JC)
What resources do you need?
Funding to purchase additional and replace/upgrade portable barricades used for traffic safety and events safety E.g. Graduation. (JC)
Request related to EMP goal or Assessment?
EMP Goal 12
$ Amount Requested
3,500
Resource Type
BUDGET: Facilities Building, Remodel
Potential Funding Source(s)
General Fund,Department Regular Funding,Other/None
The evidence to support this request can be found in:
Program Review: Part 1
This request for my area is Priority #:
8

For Administrative Use Only

Funding Status
No Action-Insufficient funding
Notes
JC

Submission

2021 - 2024

All parts of my Program Review have been completed and it is ready for review
Yes

2022 - 2023 Update

I would like to submit this update
Yes
The additions or updates to my Program Review can be found in:
Program Review: Part 1