

Facilities Master Plan 2021-2026

Strategic Priority 3 – Operational Excellence

Goal 2 – Develop integrated operational plans to address facilities, maintenance, workforce, and technology needs.

Objective 1



Analyze current institutional plant and facility conditions

Action(s)	Status
1. Create building profile documentation	Completed ▾
2. Conduct data collection on facilities inventories	Not Started ▾
3. Develop facilities condition criteria	Not Started ▾
4. Conduct facilities condition ratings	Not Started ▾

Assessment and KPIs:

- Total facilities identified and inventoried
- Inventory gaps identified
- Criteria development progress
- Percentage of facilities rated

Strategic Priority 3 – Operational Excellence

Goal 2 – Develop integrated operational plans to address facilities, maintenance, workforce, and technology needs.

Objective 2



Using defined criteria, identify and recommend improvements to institutional plant and facilities

Action(s)	Status
1. Detail projected projects, improvements under way, and recently completed projects	Not Started ▾

2.	Identify suggested improvements for budgetary consideration	Not Started ▾
Assessment and KPIs: • Percentage of projects categorized • Number of improvement projects identified and prioritized		

Administration

Building Profile



Major Renovations (Since 2010):

2014 Art Gallery

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	2012	None
HVAC	2007 (Rooftop Units)	None
	2016 (IT Server Room)	None
	2016 (Air Handlers)	None
Roof	2020	2040
Windows	2017	None

OVERVIEW

Year Built:	1981
Total Square Footage:	16,137

ABOUT THIS BUILDING

The Administration building is connected to the Library and has offices for the President, Institutional Advancement, Public Relations and Marketing, Human Resources, Information Technology, and the Business Office.

Usage:

Employee Spaces and Workrooms:	9,482ft ²	59%
Lobbies/Corridors:	3,977ft ²	25%
Restrooms & Janitor Closets:	1,355ft ²	8%
Information Technology:	1,323ft ²	8%

Adjacencies & Outdoor Spaces:

Information Technology Backup Generator

Arts and Sciences

Building Profile



Major Renovations (Since 2010):

- 2022** Lecture Halls and Little Theatre renovated.
- 2021** Classrooms combined to create larger instructional spaces; 2nd Floor Faculty suite renovation

Proposed Future Projects & Renovations:

- Exterior tower renovation
- Restroom facilities upgrade
- Exterior window upgrade
- Interior flooring and lighting

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	1965	2026
HVAC	2012(Rooftop Units) 1965 (Air Handler)	None None
Roof	2016	2036
Windows	1965	None

OVERVIEW

Year Built:	1965
Total Square Footage:	37,084
% of Square Footage Dedicated to Instruction:	59%
Fall 22 Credit Hours Generated:	6,082
Fall 22 Headcount:	2,246
Fall 22 Credit Hours per Sq. Ft:	0.16

ABOUT THIS BUILDING

The majority of liberal arts classes are held in the Arts and Sciences I Building. Comfortable, well-lighted classrooms and fully-equipped science and language laboratories are located there, as well as a student lounge. Lecture halls accommodate larger groups, and the intimate Little Theatre can be used for studio theater productions, musical programs, films, and lectures.

Usage:

Faculty/Staff Spaces:	5,546ft ²	16%
Lobbies/Corridors:	7,508ft ²	20%
Restrooms & Janitor Closets:	1,628ft ²	4%
Student Spaces (non-instructional):	744ft ²	2%

Adjacencies & Outdoor Spaces:

Outdoor seating (East and West entrances)

Charles McClain Hall

Building Profile



Major Renovations (Since 2010):

2022 Honors Lab

Proposed Future Projects & Renovations:

- Television Studio Renovation

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	1987	2026
HVAC	2012 (Rooftop Unit) 2012 (Air Handler)	None None
Roof	2010	2030
Windows	1987	None

OVERVIEW

Year Built:	1987
Total Square Footage:	15,040
% of Square Footage Dedicated to Instruction:	47%
Fall 22 Credit Hours Generated:	1,857
Fall 22 Headcount:	863
Fall 22 Credit Hours per Sq. Ft:	0.12

ABOUT THIS BUILDING

Charles McClain Hall includes the Accessibility Resource Office (ARO), computer classrooms, television studio, general purpose classrooms, faculty offices, and a student lounge.

Usage:

Faculty/Staff Spaces:	1,601ft ²	11%
Lobbies/Corridors:	3703ft ²	25%
Restrooms & Janitor Closets:	2,087ft ²	14%
Student Spaces (non-instructional):	650ft ²	4%

Adjacencies & Outdoor Spaces:

East exterior outdoor seating

Area Technical School

Building Profile



Major Renovations (Since 2010):

- 2016** Culinary Classroom
- 2020** Childcare Secure Entry
- 2021** Classrooms 107/108
- 2021** Classrooms 223/226
- 2021** Outdoor Metal Fabrications Lab

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	1999	2026
HVAC	2017	None
Roof	1999	2029
Windows	1999	None

OVERVIEW

Year Built:	1999
Total Square Footage:	30,082
% of Square Footage Dedicated to Instruction:	62%
Fall 22 Credit Hours Generated:	824
Fall 22 Headcount:	515
Fall 22 Credit Hours per Sq. Ft:	0.02

ABOUT THIS BUILDING

Many of the high school students enrolled in the Area Technical School at the college attend classes in the Area Technical School Building. The building includes classrooms, laboratories, and offices for several technical programs available to area high school students enrolled through 11 public high schools in Jefferson College's service area.

Usage:

Faculty/Staff Spaces:	3,128ft ²	10%
Lobbies/Corridors:	6,283ft ²	21%
Restrooms & Janitor Closets:	1,863ft ²	6%

Adjacencies & Outdoor Spaces:

None

Buildings and Grounds

Building Profile



Proposed Future Projects & Renovations:

- Additional garage bays and storage

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
HVAC	2019 (Condensing Units)	None
	2019 (Air Handlers)	None
Roof	2008	2028
Windows	1970	None

OVERVIEW

Year Built:	1970
Total Square Footage:	12,000
% of Square Footage Dedicated to Instruction:	0%

ABOUT THIS BUILDING

The Buildings and Grounds Building is the central receiving area for freight delivery and houses the support and technical staff offices, as well as a variety of equipment.

Usage:		
Non-Academic:	12,000ft ²	100%

Adjacencies & Outdoor Spaces:

Exterior storage areas totaling 3,500² under roof

Career & Technical Education

Building Profile



Major Renovations (Since 2010):

- 2012** East Wing Renovation
- 2017** Automotive Shop Renovation
- 2017** Nursing Simulation Lab
- 2017** South Wing Student Lounge
- 2021** BioMed/PLTW Renovations
- 2022** MicroMart Renovations
- 2022** RadTech Renovations

Proposed Future Projects & Renovations:

- Nursing Suite Renovation

OVERVIEW

Year Built:	1967
Total Square Footage:	66,631
% of Square Footage Dedicated to Instruction:	65%
Fall 22 Credit Hours Generated:	5,488
Fall 22 Headcount:	1,880
Fall 22 Credit Hours per Sq. Ft:	0.08
Average Traffic:	

ABOUT THIS BUILDING

The sprawling Career & Technical Education contains classrooms, offices, and laboratories. Equipment representing the latest advancements in technology is available to students.

Usage:

Faculty/Staff Spaces:	5,810ft ²	9%
Lobbies/Corridors:	10,413ft ²	16%
Restrooms & Janitor Closets:	4,756ft ²	7%
Student Spaces (non-instructional):	2,324ft ²	3%

Adjacencies & Outdoor Spaces:

None

Career & Technical Education

Building Profile (continued)



NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	1998	2026
HVAC	2012 (1st Addition- Rooftop)	None
	2012 (2nd Addition - Rooftop)	None
	2012 (Original - Condensing Unit)	None
	1967 (Air Handler)	None
Roof	2015 Rad Tech	2035
	2018 HVAC Lab	2038
	2020 First Addition - excluding shop areas	None
	2020 Shop Areas	None
	2021 Rooms 143-150	None



Early Childhood Center

Building Profile



Major Renovations (Since 2010):

2021 Main entrance, office, and kitchen suite

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
HVAC	2002 (Condensing Unit)	None
	2002 (Air Handlers)	None
Roof	2019	2039
Windows	1982	None

OVERVIEW

Year Built:	1982
Total Square Footage:	5,184

ABOUT THIS BUILDING

The Early Childhood Center houses the institution’s Early Childhood Program, a state accredited child care service offered to college employees and students.

Usage:		
Non-Academic:	5,184ft ²	100%

Adjacencies & Outdoor Spaces:

Childcare playground equipment areas



Field House

Building Profile



Major Renovations (Since 2010):

- 2014** South Parking Lot Addition
- 2015** Gym Floor Lighting
- 2016** Fitness Center Renovation
- 2017** Gym Floor Audio/Video System
- 2022** Gym Floor Replacement

Proposed Future Projects & Renovations:

- eSports Lab

OVERVIEW

Year Built:	1969
Total Square Footage:	91,886
% of Square Footage Dedicated to Instruction:	1% 2,168
Fall 22 Credit Hours Generated:	107
Fall 22 Headcount:	51
Fall 22 Credit Hours per Sq. Ft:	0.001

ABOUT THIS BUILDING

The Field House provides a variety of activities for students, faculty, and staff. The fitness center was recently renovated and features a variety of new equipment. The indoor track allows patrons to walk/run with the convenience of being inside. In addition, the Field House has a wheel chair lift system.

Usage:

Faculty/Staff Spaces:	1,655ft ²	2%
Lobbies/Corridors:	27,913ft ²	30%
Locker Rooms, Restrooms & Janitor Closets:	18,136ft ²	20%
Athletic & Student Spaces (non-instructional):	41,844ft ²	46%

Adjacencies & Outdoor Spaces:

Outdoor seating

Field House

Building Profile (continued)



NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	1997	None
HVAC	2007 (Gym, Lobby & Top Floor - Rooftop)	None
	2007 (Multi-purpose - Condensing)	None
	Back Hallway - Condensing	
	Office Area - Condensing	
	1982 (Pool - Air Handler)	None
	2007 (Multi-purpose - Air Handler)	None
	2007 (Back Hallway - Air Handler)	None
	2007 (Office Area)	None
Roof	1995 Natatorium	2039
	2019 Field House (Main Section)	2039
Windows	1969	None



Fine Arts

Building Profile



Major Renovations (Since 2010):

- 2015** Theater Seating
- 2016** Theater Audio System
- 2017** Accessible Lift for Stage
- 2018** 2nd Floor North Studio Renovation
- 2022** Theater Stage Flooring

Proposed Future Projects & Renovations:

- Art and Music classroom renovations

OVERVIEW

Year Built:	1971
Total Square Footage:	42,037
% of Square Footage Dedicated to Instruction:	28%
Fall 22 Credit Hours Generated:	1,288
Fall 22 Headcount:	528
Fall 22 Credit Hours per Sq. Ft:	.03

ABOUT THIS BUILDING

Music, theater, and art find their home in the Fine Arts Building. The building hosts many cultural events throughout the year including ethnic festivals, concerts, musicals, and plays. The Fine Arts Building is also home to many art exhibits.

Usage:

Faculty/Staff Spaces:	1,398ft ²	3%
Lobbies/Corridors:	9,043ft ²	22%
Restrooms & Janitor Closets:	8,121ft ²	19%
Student Spaces (non-instructional):	0ft ²	0%
Theater Space:	11,668ft ²	28%

Adjacencies & Outdoor Spaces:

- Outdoor balcony and seating overlooking the pond
-

Fine Arts

Building Profile (continued)



NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	2012	None
HVAC	2012 (North - Rooftop)	None
	2012 (South - Condensing)	None
	1972 (North - Air Handler)	None
	1972 (South - Air Handler)	None
Roof	1997 (Theater)	2024
	2018 (North)	2038
	2022(South Stairwell)	2042
Windows	1971	None



Library

Building Profile



Major Renovations (Since 2010):

- 2009 1st Floor Testing Center
- 2017 Complete Building Renovation

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	2012	None
HVAC	2012 (Rooftop) 2017 (Air Handlers)	None None
Roof	2022	2037
Windows	2017	None

OVERVIEW

Year Built:	1966
Total Square Footage:	29,944
% of Square Footage Dedicated to Instruction:	5%

ABOUT THIS BUILDING

The original 1966 two-story Library Building reopened in March 2018 after a complete renovation. The new Library space has a collection of over 75,000 items, 75 student PCS, individual and group study spaces, abundant natural and LED lighting, expert assistance with research, and houses the Center for Teaching and Learning. The main entrances for the Library are on the northeast and west sides of the building. The entrance to the renovated and expanded is located on the southeast side of the Library Building.

Adjacencies & Outdoor Spaces:

East and West exterior seating

Student Center

Building Profile



Major Renovations (Since 2010):

- 2013** Main Floor Renovation
- 2014** Top Floor Renovation
- 2021** Office suite renovation, Admissions and Student Development offices created

Proposed Future Projects & Renovations:

- Cafeteria level Renovation

OVERVIEW

Year Built:	1965
Total Square Footage:	29,488
% of Square Footage Dedicated to Instruction:	1%

ABOUT THIS BUILDING

When students attend classes, their second home is the Student Center. From registration to Commencement, Student Services provides educational information and guidance on everything from financial aid to career choices. The main floor is the “one stop shop” for student needs. The Viking Room and the College Bookstore are located on the lower level with Student Development.

Usage:

Faculty/Staff Spaces:	7,195ft ²	24%
Lobbies/Corridors:	4,679ft ²	16%
Restrooms & Janitor Closets:	5,146ft ²	17%
Student Spaces (non-instructional):	1,000ft ²	3%
Bookstore:	3,496ft ²	12%
Cafeteria:	5,499ft ²	19%
Viking Room:	2,473ft ²	8%

Adjacencies & Outdoor Spaces:

South exterior Cafeteria seating

Student Center

Building Profile (continued)



NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	2012	None
HVAC	1992 COS (Condensing)	None
	2012 First & Second Floor (Rooftop)	None
	2017 Cafeteria (Rooftop)	None
	2018 Viking Room (Rooftop)	None
	1965 First & Second Floor (Air Handler)	None
	1992 COS (Air Handlers)	None
Roof	2019 Second Level	2039
	2018 East Roof	2038
	2020 Upper Deck	2040
	2022 Cafeteria	2042
	2022 Viking Room	2042
Windows	1965	None



B. Ray Henry Hall

Building Profile



Major Renovations (Since 2010):

2014	Academic Success Center
2019	Active Learning Classroom 312
2021	AEL Suite Renovations

Proposed Future Projects & Renovations:

- CIS Data Center

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
Boiler System	1998	None
HVAC	2012 (Chiller) 2012 (Air Handlers)	None None
Roof	2012	2032
Windows	1986	None

OVERVIEW

Year Built:	1986
Total Square Footage:	39,873
% of Square Footage Dedicated to Instruction:	52%
Fall 22 Credit Hours Generated:	3,163
Fall 22 Headcount:	1,020
Fall 22 Credit Hours per Sq. Ft:	0.08

ABOUT THIS BUILDING

B. Ray Henry Hall offers the Academic Success Center which includes the Math Lab, Writing Lab, IT Lab, Science Lab, and Tutoring Services on the first floor. The Technology Center also offers student lounges.

Usage:

Faculty/Staff Spaces:	5,048 ft ²	13%
Lobbies/Corridors:	9,029 ft ²	23%
Restrooms & Janitor Closets:	4,404 ft ²	11%
Student Spaces (non-instructional):	770 ft ²	2%

Adjacencies & Outdoor Spaces:

Outdoor seating (1st and 3rd Floor entrances)

Viking Woods

Campus Profile



Proposed Future Projects & Renovations:

- Fourth residence hall with dedicated Police office

NEEDS ASSESSMENT

Building System	Installation Year	Replacement Schedule
HVAC	2001	None
Roof	2021	None
Windows	2001	None

OVERVIEW

Year Built:	2001
Number of Apartments:	62
Number of Bedrooms:	214
Spring 2023 Resident Headcount:	186

ABOUT THESE BUILDINGS

The Viking Woods Campus contains three residence halls, comprising 225 bedrooms, and a centrally-located Clubhouse. The Clubhouse contains resident lounge space, a computer lab, laundry facilities, and an office suite for Viking Woods Staff. Jefferson College Police maintain an office in the 200s Building.

Adjacencies & Outdoor Spaces:

Outdoor seating and pavilion with BBQ grill
Sand volleyball court



Terms and Definitions

- Strategic Priority, Aligned directly to a 2020-25 Strategic Priority
- Strategic Goal, Aligned directly to a Goal under the Strategic Priority
- Objective, Description of initiative's intent in terms of the Strategic Goal
 - Rationale and Supporting Data, Industry data, survey or focus group data or other research to support the objective
- Action, Description of the action intended to support the implementation of the objective
- Assessment, Ways in which the objective can be measured or tested for consistency
 - KPI, Any KPIs that support the initiative