



Kaskaskia College

2020 - 2035

Master Facilities and Improvement Plan

TABLE OF CONTENTS

I.	Master Facilities and Improvement Plan (MFIP) 2020-2035 Planning and Implementation Team	1
II.	Kaskaskia College Board of Trustees and Administration	2
III.	Kaskaskia College Main District Map	3
IV.	Kaskaskia College Campus Map	4
V.	Kaskaskia College Mission, Vision Statement and Core Values	5
VI.	Kaskaskia College Institutional Goals	6
VII.	Kaskaskia College Diversity Statement	7
VIII.	Kaskaskia College Facts	8 – 9
IX.	Forward	10
X.	Master Facilities and Improvement Plan 2020-2035	11
XI.	Process	12 – 16
XII.	Budget and Finance	17 – 18
XIII.	Building Inventory Narrative	19 – 20
XIV.	Building Preventative Maintenance Schedule Narrative	21
XV.	Summary	22
XVI.	Master Facilities and Improvement Plan Supportive Evidence	23 – 26
XVII.	Appendix A – MFIP Slide Presentation	27 – 32
XVIII.	Appendix B1a – B12 – MFIP Stakeholder Meeting Minutes	33 – 109
XIX.	Appendix C - MFIP Survey Narrative and Responses	110 – 213

Master Facilities and Improvement Plan 2020-2035 Planning and Implementation Team

George Evans	President
Jennings Carter	Director of Facilities
Karol Potter	Planning & Projects Administrative Assistant
Craig Roper	Director of Purchasing and Auxiliary Operations
Janet Fontenot	Institutional Assessment Coordinator
Jon Carroll	Poettker Construction Company – Project Manager

Kaskaskia College Board of Trustees and Administration

Board of Trustees

Mr. Bill Hawley, Chair

Ms. Linda Stover, Vice-Chair

Ms. Laura Wedekemper, Secretary

Mr. Jim Mason

Mr. Bryan Holthaus

Mr. Louis Kalert

Mr. Jim Beasley

Mr. Justin Huff, Student Trustee

Administration

George Evans, President

Dr. Susan Batchelor, Vice-President of Student Services

Ms. Judy Hemker, Vice President of Administrative Services

Dr. Ashley Becker, Vice President of Instructional Services

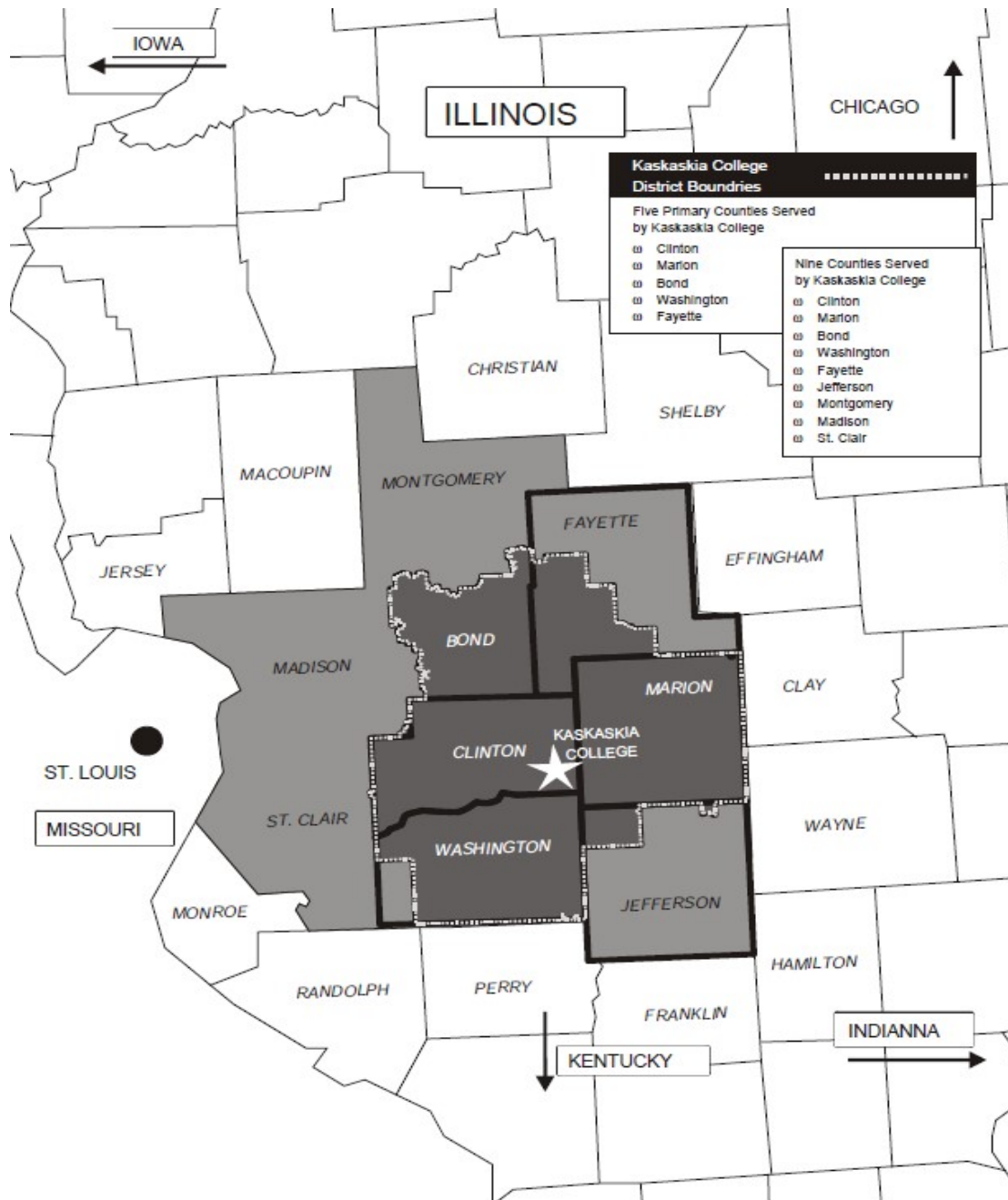
Ms. Julie Obermark, Dean of Nursing and Health Sciences

Ms. Amy Troutt, Dean of Enrollment Services

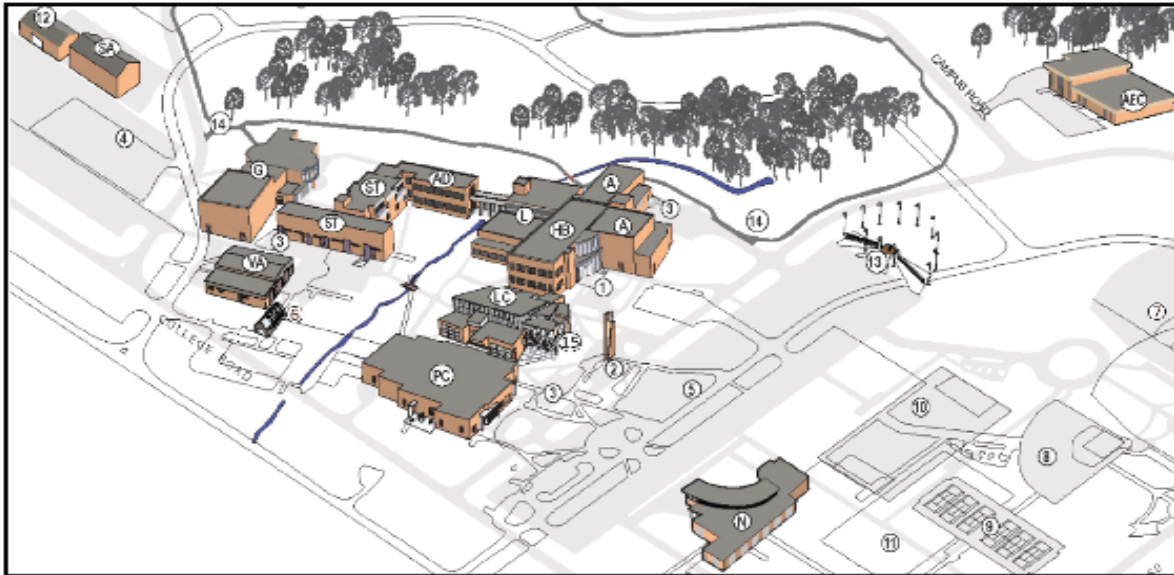
Ms. Kellie Henegar, Dean of Arts and Sciences

Mr. Nicholas Farley – Dean of Career and Technical Education

Kaskaskia College District Map



Kaskaskia College Main Campus Map



KASKASKIA COLLEGE

1. MAIN ENTRANCE
2. JEROME & MILDRED RAKERS CLOCK TOWER
3. DISABLED PERMIT PARKING/VISITOR PARKING
4. EAST PARKING AREA
5. WEST PARKING AREA
6. GREENHOUSE
7. LARRY SMITH BASEBALL FIELD
8. SOFTBALL FIELD

9. TENNIS COURTS
10. SOCCER FIELD
11. KC BOULEVARD
12. PHYSICAL PLANT STORAGE
13. JIM BEASLEY VETERANS TRIBUTE
14. ALUMNI AND FRIENDS FITNESS TRAIL
15. DR. DEE AND SUE BOSWELL ART GALLERY

- A - FINE ARTS & STUDENT CENTER
- AD - ADMINISTRATION BUILDING
- AEC - AGRICULTURAL EDUCATION CENTER
- G - GYMNASIUM
- HB - HEALTH AND BUSINESS
- L - LIBRARY

- LC - LIFELONG LEARNING CENTER
- N - NURSING EDUCATION CENTER
- PC - PROFESSIONAL CAREERS
- SA - SPORTS & ACTIVITIES
- ST - SCIENCE & TECHNOLOGY
- VA - VOCATIONAL ANNEX

Kaskaskia College Mission, Vision Statement and Core Values

Mission

Kaskaskia College is committed to life-long student learning and to providing quality comprehensive education.

Vision Statement

Kaskaskia College aspires to be an institution of “first choice” for its district citizens and dedicated to providing the highest level of student-centered educational experiences with an unshakeable focus on student success. In collaboration with its community and supported by an effective foundation, Kaskaskia will be a premier institution of higher education; a regional workforce training institution; and a regional center for intellectual, cultural and social events.

Core Values

Respect - Having a genuine regard for others and showing consideration for the diversity of others to foster an environment of teamwork and excellence.

Responsibility/Personal - Assuming ownership of personal actions and being accountable for one's own behavior, assigned tasks, duties and functions.

Responsibility/Institutional - Being accountable for institutional excellence by providing accessible, affordable and diverse educational opportunities that facilitate individual success.

Honesty - Being truthful and demonstrating integrity above reproach; and maintaining open, honest, clear, and effective internal and external communications.

Compassion - Understanding and considering the feelings of others and recognizing the effect one's actions will have on others in order to impart hope for all parties, while remaining sensitive to the needs of others.

Fairness - Practicing actions that are just and impartial while treating people in an equitable and consistent manner in recognizing the diverse needs of others.

Kaskaskia College Institutional Goals

1. Provide a quality educational experience

- a. Quality instructional offerings – Kaskaskia College will provide high-quality instructional offerings for its student populations in the areas of Arts & Sciences, Career and Technical Education, Health Sciences, and Adult Education.
- b. Quality services and infrastructure to support instructional offerings - Kaskaskia College will facilitate student success by providing the services and infrastructure that meet the needs of a modern institution of higher education.

2. Effectively manage enrollment and resources

Kaskaskia College will ensure the health and sustainability of the institution by maximizing enrollment and resources through data-informed processes.

3. Maximize regional integration

Kaskaskia College will collaborate with regional employers, schools, and organizations.

4. Engage the community

Kaskaskia College will be a center for intellectual, cultural, and social experiences for its district.

Kaskaskia College Diversity Statement

Kaskaskia College is committed to achieving a community free from all forms of discrimination and harassment in its policies, practices, and endeavors. Further, Kaskaskia College is committed to fostering a diverse community and to promoting greater awareness of and sensitivity to issues of diversity. Toward that end, Kaskaskia College asserts the dignity and worth of every human being and the value of diversity as a source of its strength in all its many forms, and in the diverse perspectives of students, faculty, staff and administrators.

Kaskaskia College Facts

Type of College: Public two-year comprehensive community college
Founded: 1940
Location: 192-acre main campus located at 27210 College Road, Centralia, IL

Seven Education and Technology Centers:

Salem Education Center
1475 W. Whittaker
Salem, Illinois 62881

Greenville Education Center
209 North Third Street
Greenville, Illinois 62246

Vandalia Education Center
2310 West Fillmore, PO Box 396
Vandalia, Illinois 62471

Nashville Education Center
17869 Exchange Avenue
Nashville, Illinois 62263

Trenton Education Center
520 East Broadway
Trenton, Illinois 62293

Harry L. Crisp Technology Center
2005 East McCord
Centralia, Illinois 62801

Centralia Correctional Center
9330 Shattuc Road
Centralia, IL 62801

Telephone: (618) 545-3000
College District: Bond, Clinton, Fayette, Marion and Washington. Portions of Jefferson, Madison, Montgomery and St. Clair
President: George M. Evans
Annual Budget: \$ 48,600,000
Operating Budget \$ 26,164,156
District EAV: \$ 1,681,617,495 (FY 18)
Annual Enrollment: 5500 full and part-time

Tuition and fees:	\$152.00 per credit hour effective January 2019 (In-District)
Financial Aid Annual Awards:	\$7,744,327.22 (Federal, Institutional, Foundation and State)
Employees:	225 full-time and part-time employees
Courses of Study:	143 various Associate in Arts Degrees 42 Associate in General Studies Degrees 37 various Associate in Science and Applied Science Degrees 6 Associate in Engineering Science Degrees 1 Associate in Fine Arts Degree 461 various Occupational Certificate Programs
District Population:	116,359 2018 Population per Illinois Community College Board
Secondary Schools in District:	17

Forward

Kaskaskia College can trace its history to the Illinois Public Junior College Act of 1937. That bill was prepared and written by Oscar Corbell, the Superintendent of Centralia High School, who also became the first president of Centralia Township Junior College in 1940. Twenty-five years later Centralia Township Junior College became Kaskaskia College through the Public Junior College Act of 1965. Kaskaskia College District 501 was established on October 16, 1965, including all of Marion County, all of Clinton County, most of Washington County, and part of Jefferson County. The district has since been expanded to include most of Bond, much of Fayette and portions of St. Clair, Madison and Montgomery counties. Today, with more than 50 degree and 100 certificate programs, Kaskaskia College prepares students for meaningful employment or transfer for further education. The College also provides a number of other educational opportunities for the citizens of its district including adult education, continuing education, professional development, and customized business and industry training. Continuing the dream set forth by Oscar Corbell 82 years ago, the campus serves as a hub for academic, cultural, recreational, and economic activity for the region.

In recent years the College has been extremely frugal in its physical expansion plans. A national recession and State budgetary crisis, as well as population loss in most parts of Illinois, have dictated a reevaluation of the College's physical needs. Additionally, advances in the technical delivery of education have changed considerably since the founding of the institution as online courses and degrees require less brick and mortar construction and more technological infrastructure needs. As a result of these variables, a new vision to deliver high quality education in state-of-the-art facilities and provide outstanding student service was created to guide this plan. Key items including enhancing and increasing campus safety, addressing long overdue deferred maintenance, advancing the cosmetic and aesthetic appeal of the institution, and ensuring modernized facilities are essential to serving our students and community stakeholders. All aforementioned as well as need and risk have had a direct impact in the formation of this Master Facilities and Improvement Plan and its processes.

The Master Facilities and Improvement Plan (MFIP) and supporting documentation serve as living documents to be periodically and methodically reviewed and updated as needed to maintain quality service to College stakeholders.

Master Facilities and Improvement Plan

2020-2035

Preface

The Master Facilities and Improvement Plan (MFIP) is Kaskaskia College's plan for improvement and development for fiscal years 2020-2035. As a direct reflection of the decreased funding from the State of Illinois and a six-year period of steady enrollment declines from 2012-2018, the College anticipates continued fiscal challenges to meet its capital needs over the next fifteen years.

A major capital campaign completed in 2016 provided funding to renovate and expand the Crisp Technology Center, renovate the Agricultural Education Center, construct the Nashville Education Center, and build a new Nursing Education Center on the Main Campus.

Moving forward other major brick and mortar expansion will be curtailed, and attention to critical deferred maintenance and facility upkeep will be given a high priority.

The MFIP incorporates remnants of previous Master Facilities Plans (2004-2019) with updates, additions, and projections categorized into three phases: Immediate - Phase I (1-3 Years); Intermediate - Phase II (4-7 Years); and Long-Term - Phase III (8-15) Years. This current Plan exists as a living document through its linkage to the strategic planning process, and by internal design will change in context with input from internal and external variables.

Process

Internal

Initial steps taken to begin the MFIP included a report of what had been accomplished in the previous Master Facilities Plans (2004-2019). Substantial fiscal changes have taken place in the funding mechanism of the community colleges since the last time a comprehensive plan was written. Due to the changing fiscal support of the State of Illinois, some projects could not be funded and still await completion. Additionally, some projects that were approved for Protection, Health and Safety (PHS) funds had accumulated over time dating back to 2004; however, since 2018, the College has made a concerted and expedited effort to complete much of the backlogged (but funded) projects. Many of the projects submitted have antiquated pricing/quotes associated with them. In the Fall of 2019, the President and senior leadership team reviewed the remaining PHS projects to evaluate what was accomplished, what remained, what was no longer economically feasible to include in a new plan, as well to develop a process of how to determine and prioritize what new projects were to be considered. (See Appendix B: MFIP Strategic Planning Core Group Agenda and Meeting Minutes.)

After the inventory of the previous plans, new internal stakeholder feedback was sought. Selected groups on campus were asked the same set of questions in a discussion period. These discussion sessions took place during winter of 2019 and spring of 2020. The eleven (11) groups included the following campus stakeholders:

1. Executive Services: President's Cabinet
2. General presentation at P G & D Day
3. Instructional Services: VP, Deans, Career Services, Online Support Staff, Adult Education and Literacy, Program Coordinators and Department Chairs, (KCFT Leadership)
4. Student Services: VP, Dean of Enrollment Services, Student Services Personnel, Academic Center for Excellence (ACE), Education Center Directors, (KCTOP Leadership)
5. Administrative Services: VP, Bookstore, Cafeteria Service, Purchasing, Institutional Effectiveness, Institutional Advancement, Children's Learning Center, Business Office, Financial Aid, Cashiers, (KCTOP Leadership)
6. Information Technology and Media Services

7. Extra-Curricular: Athletics, Fine Arts and Theater
8. Director of Facilities, Planning & Projects Administrative Assistant, Maintenance, Buildings and Grounds Personnel, Custodial Personnel, (Carpenters Union Leadership)
9. Student Club Representatives, Student Worker Representatives, Student Clubs and Organizations
10. Student Leadership: Student Trustee, Student Congress, Board of Trustees Scholarship Recipients
11. General Campus Wide, Marketing, Public Safety, Human Resources

The College President, Facilities Director, Planning and Projects Administrative Assistant, Institutional Assessment Coordinator and VP's attended all meetings (unless noted in minutes) to engage stakeholders in the following questions:

	Question
1.	What one word, phrase, or sentence summarizes your perception of the physical Kaskaskia College Main Campus, Education Centers and Crisp Technology Center (building and grounds)?
2.	What one physical improvement for the students would you make to the Kaskaskia College Main Campus, Education Centers and Crisp Technology Center if you could?
3.	Please identify your building/room number. _____
4.	Regarding the building/room you use most for your job, what are the positives about the space?
5.	Regarding the building/room you use most for your job, what are the challenges about the space?
6.	What are the most recent two improvements made to your area in the past five years?
7.	What building/space needs do you foresee in the future?
8.	What opportunities exist for a demand for future capital projects at the Kaskaskia College Main Campus, Education Centers and/or Crisp Technology Center?
9.	How can our facilities be more mission and student-centered?

	Question
10.	What is one campus feature you have observed at another college's campus that you believe would serve Kaskaskia College students well?
11.	What technology needs do you foresee for Kaskaskia College in the future?
12.	Please share any final thoughts or ideas about the Kaskaskia College Main Campus, Education Centers, and Crisp Technology Center (buildings and grounds)?

Subsequent to the internal environmental scanning that occurred with the multiple stakeholder groups, the MFIP Strategic Planning Core Group met to identify and prioritize potential projects. Criteria used in consideration of projects included regulatory requirements, PHS projects, budget impact/source, feasibility, environment, learning/instructional necessity, and stakeholder service/use.

An initial review of the Plan has been conducted by the College's construction manager. Ongoing meetings with the construction manager will continually occur to inform the College of any new requirements by law and/or standards that should be included in the MFIP, as well as to provide pricing guidance and project planning assistance as necessary.

Appropriate College personnel will engage external experts for construction considerations as well as assistance with cost estimates and any related architectural work that needs to be completed.

Organization

The MFIP incorporates remnants of previous Master Facilities Plans (2004-2019) with updates, additions, and projections for future needs. Projects are categorized into three phases: Immediate, Intermediate, and Long-Term. (Operations and continuing maintenance costs will not be included in this Plan as those are routine expenses that can be absorbed by normal operating budgets.)

Immediate	Intermediate	Long-term
Immediate projects occur within the next three years.	Intermediate projects occur within four to seven years.	Long-term projects occur within eight to fifteen years.
Phase I of MFIP	Phase II of MFIP	Phase III of MFIP

Projects in the three Phases are categorized in the following format:

Project Title	Project G/L No.	Building/Locale	Scope of Work	A/E & CM Estimates	Identified Funding Source	Approved by KC Board (If Applicable)	Year/Term for Completion	Comments	Key Personnel	Institutional Goals

Once a project is closed, the project is moved to the Closed/Revised Projects list for historical purposes. Revised projects include those projects with modifications in scope of work and/or are deemed no longer viable.

Semi-annual meetings will be held to formulate and identify needs or requirements and inform the College’s budgetary processes. Projects included within the three Phases will be submitted to the Board of Trustees for review and approval on an annual basis. A five-year major review cycle will occur upon board approval and implementation of this plan.

The Master Facilities and Improvement Plan (2020-2035) will be available on the Kaskaskia College website.

The Immediate, Intermediate, Long-Term, and Closed/Revised projects lists, the Building Inventory, and the Building Preventative Maintenance Schedule are available to identified internal stakeholders through the College’s shared drive.

Immediate Needs (1-3 Years)

Projects that must be completed within the next three years are classified as Immediate needs. These projects are of a more urgent nature, as they may be necessary to meet new requirements of a governing entity or to meet an emergency or special needs situation. Any PHS projects for which there may be yearly funding may also be included as immediate goals, as well as projects approved by the Illinois Community College Board and funded through the State of Illinois.

The projects on the Immediate projects list are not necessarily listed in priority order as funding and other variables may dictate the timing of project engagement. The College realizes the necessity of flexibility in the planning and development process. These projects are expected to be engaged fully or partially within the next 36 months. Changes to the Immediate projects list will be addressed during the annual review process.

Intermediate Needs (4 - 7 Years)

Projects that should be completed within four to seven years are classified as Intermediate needs. These projects are somewhat urgent but not necessarily immediately vital to the institution and/or a funding source has not been identified. Once a funding source has been identified, projects may be re-prioritized and placed on the Immediate projects list as deemed necessary.

The projects listed on the Intermediate projects list are not necessarily listed in priority order as funding and other variables may dictate the timing of project engagement. The College realizes the necessity of flexibility in the planning and development process. These projects are expected to be engaged fully or partially within the next 48-84 months. Changes to the Intermediate projects list will be addressed during the annual review process.

Long-Term Needs (8-15 Years)

Projects that should be completed within eight to fifteen years are classified as Long-Term needs. These projects were identified based on feedback received at the time the MFIP was developed and/or knowledge of the anticipated life span of materials or components of existing facilities. These projects may change given the expanse of time and changing demographic, financial, and academic needs. Given the living cycle of this current document and revision process, flexibility of such projects is inherent.

The projects listed on the Long-Term projects list are not necessarily listed in priority order as funding and other variables may dictate the timing of project engagement. The College realizes the necessity of flexibility in the planning and development process. These projects are expected to be engaged fully or partially within the next 96-180 months. Changes to the Long-Term projects list will be addressed during the annual review process.

Budget and Finance

MFIP Capital Budget and Project Criteria

The MFIP capital budget is defined as an aggregate of the costs of all projects by each Phase. It is included in the annual College operating budget unless otherwise noted in the project funding source category. The MFIP is integrated into the strategic planning and budgetary processes. Such efforts provide significant long-term fiscal considerations and should give the College more projection power, thus, helping annual budget preparation. Planning such as this serves the College and stakeholders by providing balance to competing interests for limited resources.

Funding sources for the capital budget are varied. Some are readily available while some would require more complex methods for implementation. Essentially, the following nine major sources of revenue may be used:

	Funding Source	Detail
1	Kaskaskia College Annual Operating Budget	Included in annual operating budget; pay-as-you-go option
2	GOB or General Obligation Bond	Bond Principal Outstanding – Subject to Levy: \$19,140,000 Bond Principal Outstanding – No levy, alternate revenue bond: \$1,948,000 Total: \$21,088,000
3	Designated Grants	As applicable
4	Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.)	As applicable, as approved by board
5	Lease-Purchase	As applicable
6	Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.)	As applicable per Foundation trusts and/or new donations

	Funding Source	Detail
7	Levying Authority (e.g., Protection, Health, and Safety)	As applicable by law and board vote, possible referendum
8	State Appropriation for Capital	As applicable per legislative appropriation
9	Reserve*	For exigent circumstances only. As applicable and possible per fund balance

* Working cash reserve cannot be used for capital per the Illinois Community College Act, 3-33.1.

Poettker Construction Company, a construction manager firm, will assist the College with estimated costs for projects that appear on the MFIP projects lists. Please refer to the projects lists for project costs.

The College currently has one project approved the State appropriation for capital [Resource Allocation Management Program (RAMP)] – the Vandalia Education Center – Phase II. Funding for this project has not been appropriated.

Building Inventory

Kaskaskia College **Main Campus** located at 27210 College Road, Centralia, IL, 62801 is situated on approximately 192 acres in Clinton County. The Main Campus has 16 buildings totaling 400,624 square feet. Buildings are constructed of load-bearing masonry wall and steel, steel skeleton and curtain walls, and load-bearing masonry and reinforced concrete.

Kaskaskia College additionally has six teaching locations and one non-teaching location serving the communities throughout the College district.

Crisp Technology Center is located at 2005 East McCord Street, Centralia, IL 62801. This Center has 37,103 square feet comprised of 32 rooms. The building was initially built in 1960; donated to the College in 1991; and last renovated by the College in 2014. The building is constructed of load-bearing masonry wall and steel. This building houses the Welding, HVAC, Construction Occupations, Truck Driver Training, and Industrial Technology Programs.

Greenville Education Center is located at 209 North Third Street, Greenville, IL 62246. This Center has 10,320 square feet comprised of 36 rooms. The building was acquired and renovated in 2009. The building is constructed of load-bearing masonry wall and reinforced concrete, and metal exoskeleton. This building houses Certified Nursing Assistant (CNA) and General Education Programs.

Nashville Education Center is located at 17869 Exchange Avenue, Nashville, IL 62263. This Center has 11,500 square feet comprised of 23 rooms. The building is constructed in 2016. The building was constructed of steel skeleton and masonry walls. This building houses Certified Nursing Assistant (CNA) and General Education Programs.

Salem Education Center is located at 1475 West Whittaker, Salem, IL 62881. This Center has 12,342 square feet comprised of 34 rooms. The building was acquired and renovated in 2009. The building is a wood/steel frame building with a metal exoskeleton. This building houses Certified Nursing Assistant (CNA) and General Education Programs.

Trenton Education Center is located at 520 East Broadway, Trenton, IL 62293. This Center has 17,545 square feet comprised of 12 rooms. The building was acquired,

renovated and expanded in 2014. It is constructed of load-bearing masonry wall and steel. This building houses Commercial and Residential Electricity, Certified Nursing Assistant (CNA) and General Education Programs.

Vandalia Education Center is located at 2310 West Fillmore Street, Vandalia, IL 62471. This Center has 21,358 square feet comprised of 40 rooms. The building was initially built in 2008. The building is constructed of load-bearing masonry wall and steel. This building houses Certified Nursing Assistant (CNA) and General Education Programs.

Workforce Center (Institute for Entrepreneurial Success) is located at 325 South Poplar, Centralia, IL 62801. This Center has 12,326 square feet comprised of 34 rooms. The building was acquired and renovated in 2007. The building currently does not house any Kaskaskia College programs and is listed for sale with a local realtor. The building is currently leased by Southern Illinois Case Coordination Services. The building is constructed of load-bearing masonry and reinforced concrete.

Building Preventative Maintenance Schedule

A Building Preventative Maintenance Schedule was developed with detailed information such as age of roofs, HVAC components, windows, plumbing, electrical, flooring, carpeting, paint, and other items identified as necessary to protect the integrity and aesthetics of College facilities.

Life expectancy of these items and other data in the schedule will aid with the scheduling of future projects as warranties expire and aid with budgeting to ensure fiscal responsibility.

This worksheet will also tie in with projects listed on the Immediate, Intermediate and Long-Term projects lists to ensure the College is requesting funding allocations that will allow the College to meet the financial needs to complete the project as scheduled on the Building Preventative Maintenance Schedule.

The Building Preventative Maintenance schedule is included in the MFIP supplemental materials available to identified internal stakeholders through the College's shared drive.

Summary

This Master Facilities and Improvement Plan describes the process by which Kaskaskia College reviewed, revised, and created a document that will help guide the institution as it improves and maintains its physical resources. Feedback from stakeholder groups was incorporated into the identification of Immediate, Intermediate, and Long-Term needs.

The Plan and the supporting documentation are intended to assist the College in its efforts to provide the best physical resources possible to accomplish its Institutional Goals of providing a quality educational experience and effectively managing enrollment and resources.

Given the linkage to the College's three-year Strategic Plan, the MFIP and supporting documentation will evolve and change as necessary to meet the evolving needs of the College. The MFIP will serve as an ancillary plan for the College's overall Strategic Plan and will be used in the budgeting process.

Master Facilities and Improvement Plan Supporting Evidence

Introduction

The following pages include supporting evidence of the Master Facilities and Improvement Plan process. Multiple stakeholder group responses and additional documentation are included. Recorded comments from participants were compiled by functional groups. Updates and engagements with the Board of Trustees occurred during this process.

Step One: Organizational Memo

The following organizational memo was sent in late December 2019 to officially launch the Master Facilities and Improvement Planning process:



MEMORANDUM
from the
Office of the
PRESIDENT

TO: Campuswide
FROM: George Evans, President
DATE: December 12, 2019
SUBJECT: Masters Facility and Improvement Planning

As many of you know there has been much activity this past year with planning and actions centered on the recent Higher Learning Commission (HLC) comprehensive site visit. One of the recommendations by the Higher Learning Commission in their final report was to revisit the Master Facility plan for updating, as well as to integrate the Master Facility and Improvement Plan and the other ancillary plans such as the Master Information Technology Plan, the Emergency Management and Security Plan, the Human Capital Management Plan and the Strategic Enrollment Plan into the College's Strategic Plan. Over the next few months, the college will be integrating all of the above mentioned plans into a three year strategic plan, to be presented to the Kaskaskia College Board of Trustees for approval at the March, 2019 Board of Trustees meeting.

In order to continuously improve our campus and educational settings, the college must have a master facilities and improvement plan. Such planning helps the organization prepare for institutional improvements and capital costs in a thoughtful, systematic manner. As such, it is also vital that we engage all campus stakeholders in this very important process.

In the next two months (beginning after break), we will be hosting a series of meetings to inform the employees of Kaskaskia College of the process and tentative timeline associated with the plan. We will have one major group meeting to inform you of the process and timeline, as well as we will be scheduling ten at-large group meetings with every department and the student population of Kaskaskia College. Scheduling of those meetings will begin appearing on various calendars over the next week, as well as will be posted to the college calendar.

Everyone will have an opportunity to provide feedback through the assigned representatives and/or at an at-large group session. The process is meant to be inclusive rather than exclusive. Group representatives will have the responsibility of gathering feedback and communicating information from their group's sessions. We have much to do in short order, however I am excited for the process to begin, as a much more formalized plan will greatly benefit all of us and the next generation of KC students and employees.

Step Two: Informational Meetings to be held:

December 2019

12-20-2019 - Master Facilities and Improvement Plan process overview and introduction to MFIP Strategic Planning Core Group which included Vice Presidents, Director of Purchasing and Auxiliary Operations, Director of Facilities, Associate Dean of Assessment, Director of Human Resources, Planning and Projects Administrative Assistant, Executive Assistant to the President and Board of Trustees, and Institutional Assessment Coordinator.

January 2020

(one-hour sessions held in no particular order after January 6, 2020)

- Executive Services: President's Cabinet
- General presentation at P G & D Day
- Instructional Services: VP, Deans, Career Services, Online Support Staff, Adult Education and Literacy, Program Coordinators and Department Chairs, (KCFT Leadership)
- Student Services: VP, Dean of Enrollment Services, Student Services Personnel, Academic Center for Excellence (ACE), Education Center Directors, (KCTOP Leadership)
- Administrative Services: VP, Bookstore, Cafeteria Service, Purchasing, Institutional Effectiveness, Institutional Advancement, Children's Learning Center, Business Office, Financial Aid, Cashiers, (KCTOP Leadership)
- Information Technology and Media Services
- Extra-Curricular: Athletics, Fine Arts and Theater
- Director of Facilities, Planning & Projects Administrative Assistant, Maintenance, Buildings and Grounds Personnel, Custodial Personnel, (Carpenters Union Leadership)
- Student Club Representatives, Student Worker Representatives, Student Clubs and Organizations
- Student Leadership: Student Trustee, Student Congress, Board of Trustees Scholarship Recipients
- General Campus Wide, Marketing, Public Safety, Human Resources

Step Three – Data

Collection and Compilation of Data, Review of Data,

February 2020

- 02/03/2020-02/14/2020 - Compilation of data

- 02/24/2020 - Informational Item included in Executive Services Report to the Board of Trustees: Review of MFIP Institutional Work with Feedback and Direction

Step Four – Prioritization Process, Development of Three Phases, Finalization of Plan and Board of Trustees Approval

March 2020

- 03/03/2020 - Reviewed tentative plan at President’s Cabinet; Prioritization of projects and institutional facility needs
- 03/06/2020 - Presented Plan to Construction Manager for discussion of cost estimates. Once information is received, internal discussions will occur to determine potential funding sources and budgeting strategies.
- 03/23/2020 - Present completed Plan to Board for review and approval.
- 03/24/2020 - President to communicate Plan to campus community.

Step Five - Implementation

July 2020

- 07/01/2020- Implement MFIP and associated budget
- Semi-Annually 2020-2035 (beginning October, 2020)
- April /October - MFIP Strategic Planning Core Group meets to discuss projects that have been identified by Kaskaskia College stakeholders to determine alignment with institutional goals, programmatic accreditation, and course curriculum needs. Stakeholders will present potential projects to their respective Dean, Director or Vice President who will determine if the request meets the above criteria. The respective Dean, Director or Vice President will present supporting evidence as well as documentation (i.e., identified need, estimates, design, etc.) to the MFIP review committee to make an informed decision regarding project request.
- The funding source will be identified for the projects meeting the above criteria and the projects will be placed on the Immediate, Intermediate or Long-Term projects list.

Annually 2021-2035

MFIP static document addendums to be approved by Board.

Appendix A

Master Facilities and Improvement Plan Slide Presentation



MASTER FACILITIES AND IMPROVEMENT PLAN

2020-2035

A subsection of the Kaskaskia College Strategic
Plan

George Evans, MA - President

INTRODUCTION

The Master Facilities and Improvement Plan (MFIP) is Kaskaskia College's plan for improvement and development for the fiscal years 2020-2035.

The college could face fiscal challenges to meet its capital needs over the next fifteen years and beyond. This plan was created to identify and prioritize infrastructure repairs and facility needs, while paying attention to projected costs and appropriate fiscal planning.

This MFIP incorporates remnants of previous Master Facility Plans, previously approved PHS projects, previously approved capital projects, and future PHS and current Resource Allocation Management Program (RAMP) submissions.

Completed projects and remaining/revised approved projects are listed in Appendix A

Remaining/revised projects are also embedded within the current plans projects list.

INTRODUCTION (CONT.)

Facing fiscal challenges from the State level as well as local level, the College has been frugal in deferred maintenance and modernization plans once considered the norm for an institution of higher education.

Fiscal constraints following a State budgetary crisis, as well as population loss in most parts of the Kaskaskia College district, have dictated a reevaluation of needs.

Needs are to be evaluated with serving the student as the utmost priority.

Additionally, advances in the technical delivery of education have changed considerably since the founding of the institution, as online courses, interactive course delivery options and online degrees require less brick and mortar construction and more technological infrastructure needs.

This plan exists as a living document through its linking to the strategic planning process and by internal design, and will be evaluated every five years during the term of the entire plan (15 years). As with all living documents, changes (driven by internal and external variables) must and will occur during the life of the plan.

Planning and Organization

Immediate – 2020 to 2023 Completed within next 3 years	Intermediate – 2024-2027 Completed within next 4 to 7 years	Long-term – 2028-2035 Completed within next 8 to 15 years
<p>Immediate projects occur within the next three years. These projects are of a more urgent nature, as they may be necessary to meet new requirements of a governing entity or to meet an emergency or special needs situation. Any public safety, health, and protection projects for which there may be yearly funding may also be included as immediate goals, as well as projects approved by the Illinois Community College Board and funded through the State of Illinois.</p>	<p>Intermediate projects occur within four to seven years. These projects are somewhat urgent but not necessarily vital to the institution.</p>	<p>Long-term projects occur within eight to fifteen years. These projects are needed by the institution given the current feedback, but may change given the expanse of time and changing demographic, financial, and academic needs. Given the living cycle of this current document and revision process, flexibility of such projects is inherent.</p>
Phase I of MFIP	Phase II of MFIP	Phase III of MFIP

Planning and Organization (cont.)

PROJECTS LISTED IN THE THREE PHASES WILL INCLUDE CATEGORIES INCORPORATING THE FOLLOWING CONSIDERATIONS:

Project Assignment	Project Year/Phase	Project Title	Building/Locale	Project Cost	Funding Source	Comments	Key Personnel	Institutional Goals Identifier #

Each phase will encompass all of the Information presented here. Costs and funding sources are crucial to identify for planning purposes.

The "Capital" budget is defined as the aggregate of the costs of all projects as totaled by each Phase. To clarify each of the three Phases will have their own total capital budget/estimated costs.

Planning and Organization (cont.)

PROJECTS LISTED IN THE THREE PHASES WILL INCLUDE CATEGORIES INCORPORATING THE FOLLOWING CONSIDERATIONS:

Project Assignment	Project Year/Term	Project Title	Building/Locale	Project Cost	Funding Source	Comments	Key Personnel	Strategic Plan Identifier #

Each phase will encompass all of the Information presented here. Costs and funding sources are crucial to identify for planning purposes.

The "Capital" budget is defined as the aggregate of the costs of all projects as totaled by each Phase. To clarify each of the three Phases will have their own total capital budget/estimated costs.

- ▶ Funding sources for the capital budget are varied. Some are readily available while some would require more complex methods for implementation. Essentially, nine (9) major sources of revenue may be used:

- ▶ Bonding Capacity – maximum of 2.875% of assessed value. As of December 2019, \$24.5 million available

	Funding Source	Detail
1	Kaskaskia College Annual Operating Budget	Included in annual operating budget pay-as-you-go option
2	GOB or General Obligation Bond	Bond Principal Outstanding – Subject to levy: \$19,140,000 Bond Principal Outstanding – No levy, alternate revenue bond: \$1,948,000 Total: \$21,088,000
3	Designated Grants	As applicable
4	Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.)	As applicable, as approved by board
5	Lease-Purchase	As applicable
6	Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.)	As applicable per Foundation trusts and/or new donations
7	Levying Authority (e.g., Protection, Health, and Safety)	As applicable by law and board vote, possible referendum
8	State Appropriation for Capital	As applicable per legislative appropriation
9	Reserve*	As applicable and possible per fund balance**

Capital Budget and Project Criteria

- ▶ The MFIP identifies the most significant capital projects for Kaskaskia College during the defined time period of fifteen years. These are the priority items gathered from stakeholder feedback on campus. The projects listed in the plan were recommended by ad hoc task groups as well as the Strategic Planning Committee, President's Cabinet, and the Kaskaskia College Board of Trustees.
- ▶ The capital budget is included in the annual operating budget unless otherwise noted in the project funding source category. The strategic plan intersects the MFIP by providing an annual focus on immediate projects. The purpose of annual strategic plan reporting is to demonstrate what projects are already in process as well as projects that will need funds in future years. Such efforts provide significant long-term fiscal considerations and should give the College more projection power, thus, helping annual budget preparation. Planning such as this serves the College and stakeholders by providing balance to competing interests for limited resources.
- ▶ Criteria used in consideration of projects chosen include: direct impact to the student, legal requirements, health/life/safety, budget impact/source, feasibility, environment, learning necessity, and stakeholder service/use.

TIMELINE THUS FAR:

- ▶ **Introductory email announcing new planning process 12-12-19**
- ▶ **Senior leadership to review previous plans and host workshop on new planning process 12-20-19**
- ▶ **Inform campus at PG and D – January 8, 2020**

PROCESS TO COME:

- ▶ **Spring meetings with stakeholder groups as designated in December 12 memo from President**
- ▶ **Compile feedback, prioritize, estimate costs, review all projects with Construction Manager**
- ▶ **Formalize capital budgets**
- ▶ **Discuss plan with Board of Trustees**
- ▶ **Present completed plan (March 2020)**
- ▶ **Implement approved plan July 1, 2020**

ITEMS TO CONSIDER IN STAKEHOLDER GROUPS

- **Student centered ideas for improvement**
- **Positive environments that exist for students and staff**
- **Status of existing space**
- **Other areas of improvement for staff and community**
- **Funding sources**
- **Realistic versus non-realistic**
- **Asset maintenance and replacement**
- **Operations and maintenance costs of capital assets**

MASTER FACILITY AND IMPROVEMENT PLAN SURVEY

- ▶ You will receive an email from LSheathelm@kaskaskia.edu.
- ▶ Click on the link in the email to complete the survey.
- ▶ Please complete the survey within 24 hours.
- ▶ Contact Karol Potter at 545-3144 or via email at KPotter@kaskaskia.edu with any questions.

THANK YOU FOR YOUR PARTICIPATION!

QUESTION AND ANSWERS

- ▶ What questions do you have?
- ▶ Handouts and links available
- ▶ Questionnaires
- ▶ Memo (previously distributed)

Appendix B1a

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035)
INTRODUCTORY MEETING
MFIP STRATEGIC PLANNING CORE GROUP
9:00 A.M. – DECEMBER 20, 2019
GEORGE EVANS HOUSEHOLD

AGENDA

- I. Introduction of MFIP draft
 - a. Discussion of processes
 - b. Discussion of prioritization
- II. Discussion of draft presentation PowerPoint
- III. Discussion of tasks and associated time frames
- IV. Adjourn/Lunch

APPENDIX B1b

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035)
INTRODUCTORY MEETING
MFIP STRATEGIC PLANNING CORE GROUP
9:00 A.M. – DECEMBER 20, 2019
GEORGE EVANS HOUSEHOLD

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Susan Batchelor - Vice President of Student Services
Ashley Becker - Vice President of Instructional Services
Alan Boerngen - Associate Dean of Institutional Assessment
Jennings Carter - Director of Physical Plant
President Evans - President
Janet Fontenot – Institutional Assessment Coordinator
Judy Hemker – Vice President of Administrative Services
Jill Hercules - Director of Human Resources
Cathy Quick - Executive Assistant to the President
Craig Roper - Director of Purchasing and Auxiliary Services

The meeting was called to order at 9:10 a.m. by George Evans, MA. President Evans welcomed attendees and distributed copies of the draft 2020–2035 Master Facilities and Improvement Plan (MFIP) and the proposed MFIP PowerPoint presentation titled “Master Facilities and Improvement Plan 2020 – 2035”.

Attendees were informed the purpose of the meeting was to define the process of creating and implementing the 2020-2035 Master Facilities and Improvement Plan (MFIP). By the end of the meeting, the draft of the MFIP will have been reviewed and revised per discussions.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. Jennings Carter and Karol Potter will be consolidating the projects identified in those plans into the MFIP projects lists. Past projects will be consolidated into projects that are 1) designated, 2) completed, or 3) not completed.

Meetings will be scheduled after the holiday break to disseminate information on the MFIP process and to solicit information from College stakeholders. Information will be solicited through a survey process. It is important that this be a consensus drive process.

Minutes will be taken at each of these meetings and will become part of the MFIP. Once the survey is completed, a group of individuals will review the responses and group the responses into different categories. The results will be shared with the MFIP Strategic Planning Core Group.

Information received through the survey process and the projects lists Jennings Carter and Karol Potter are currently assembling will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term. The selection and prioritization of projects will be completed by the MFIP Strategic Planning Core Group.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a “living” document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission.

The draft document was reviewed in detail and suggested revisions were discussed and made to the draft document. Discussion ensued regarding population decreases, enrollment projections, State funding levels and general industry and transfer university needs that need to be considered when planning for the future. Consideration also needs to be given to the way students learn, professors instruct, and staff work today. The manner in how desks are arranged for cooperative instruction and works areas needs to be considered in classrooms and offices. Students are now learning in more of a group setting than in previous years. Physical space needs will be different as technology continues to change.

The MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The MFIP will be reviewed annually with the budgeting and 3-Year Equipment Plan processes to identify any revisions that need to be made to the Immediate projects list. Legislative requirements will be mandated, items of a safety concern will arise, and different needs in the industry will all have an impact on the MFIP. President Evans reiterated that the MFIP is a “living” document. An example given was a past project

for dedicated smoking areas that was not completed due to the State banning smoking on college campuses and other public locations.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

Funding sources for capital projects were discussed in detail. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc. The carpet being replaced on the second floor of AD Building is being taken from the Operational Budget.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Student Center bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. Title III funds funded one of the labs. There are also grants available for solar energy.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. The insurance collected by the college in Harrisburg after the tornado was not enough to cover the replacement of the roof. The college was able to tap into their reserves to pay the remaining balance due to the contractor.

The survey questions were reviewed. The decision was made to add a question related to technology as it relates to facilities. The question will read, “What technology needs do you foresee for Kaskaskia College in the future?”

Attendees discussed the need to make everyone aware that new projects have ongoing costs associated with the project. Additional security and custodial staff are needed to clean buildings. Computers need to be updated with newer technology. Parking lots have to be resurfaced and restriped. The impact the project will have on the budget going forward needs to be considered.

President Evans went over the time line for introducing, reviewing and implementing the MFIP.

The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020. A draft of the MFIP will be provided to the Board as an informational item in February 2020.

The review of the list of participants to attend each group meeting identified the need to add Career Services and Online Support Staff to the Instructional Services group; to add Purchasing, Institutional Effectiveness and Institutional Advancement to the Administrative Services group; and to add Custodial Services to the Facilities group. The At-Large: Open to Campus meeting will include students and members of the community.

A list of the MFIP meetings will be distributed once the meetings have been scheduled. The Vice Presidents were requested to attend the meetings for their areas.

The meeting adjourned at 11:30 a.m.

Appendix B2

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
PRESIDENT'S CABINET
9:00 AM - JANUARY 6, 2020
LIFELONG LEARNING CENTER

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Susan Batchelor, Ashley Becker, Cheryl Boehne, Alan Boerngen, Jeffrey Brown, Jennings Carter, Suzanne Christ, Nicolas Farley, Bruce Fischer, Janet Fontenot, Judy Hemker, Kellie Henegar, Thomas Henegar, Travis Henson, Jill Hercules, Cathy Karrick, Johnny Matthews, Nancy Mattson, Julie Obermark, Craig Roper, Amy Troutt, Laura Vahlkamp

The meeting was called to order at 9:00 a.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as "MFIP") and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members).

President Evans presented the slide show presentation to the Cabinet members for feedback. The same slide show will be presented to multiple stakeholder groups.

Cabinet members were encouraged to participate in the planning process and to encourage their staff to participate by voicing concerns and asking questions during the meetings as well as by completing the MFIP survey. The MFIP is a consensus-driven plan.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019. President Evans explained the projects recently being completed on the Main Campus such as the stairwell renovations, the riprap and the pedestrian bridge have been PHS projects.

The College currently has one project approved as a Resource Management Allocation Program (RAMP) project by the Governor's office – Vandalia Phase II. Although the project may have been approved by State legislature, the State does not have the financial resources to fund the project.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a "living" document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The MFIP should address cabling, drywall and items of a structural nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. The Plan includes "big ticket" items which require funding over a longer period of time. The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs. President Evans reminded attendees the MFIP is a “living” document.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an ***Immediate*** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the ***Immediate*** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an ***Intermediate*** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a ***Long-Term*** project was given earlier in the meeting with regards to roofs.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc. An example given was the new carpet tile installed on the second floor of AD. The project did not meet PHS requirements; therefore, the funds were taken from the operational budget.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The College is a member of the Illinois Green Energy Network (IGEN) and will be seeking funds through IGEN grants for renewable energy projects.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills. The Tanning Salon in Salem is another example.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia

Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. An example is the PHS levee. Funds are awarded each year under the PHS levee and can only be used for projects that meet the PHS guidelines. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be productive.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Attendees were informed that all staff will be participating in these meetings and completing the survey. Two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. A question was raised regarding how staff reviewing survey responses will know what area is being discussed in the survey response. The decision was made to add a specific line item for respondents to identify the location they are referring to in the survey.

A questions regarding technology will be added to the survey; however, the question will be more geared toward infrastructure needs with technology and not the need for new hardware, software, projectors, etc. Johnny Matthews will be sending an Information Technology survey in the coming months which include that information.

The annual review of the MFIP will occur concurrently with the annual budgeting and 3-Year Equipment Plan processes. Discussion ensued regarding work orders and the process for submitting work orders.

The survey questions will be revised as discussed. The survey document will be attached to the meeting invites. Attendees were instructed to complete the survey at the MFIP meeting they attend with their department.

With no further business to discuss, the meeting was adjourned at 10:15 a.m.

Appendix B3

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
INSTRUCTIONAL SERVICES
9:00 AM - JANUARY 29, 2020
LIFELONG LEARNING CENTER

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Ashley Becker, Jennings Carter, Charles DeBernardi, Pete Donnelly-KCFT President, Nicolas Farley, Jay Garrett, Marcos Gilmore, Niranjana Goswami, Michael Geiger, Sue Hardebeck, Aaron Heinzmann, Kellie Henegar, Thomas Henegar, Eric Hofelich, Cindy Hoffmann, Angenien Huffstutler, Kenneth Ingersoll, Rob Jervis, Cliff Jourdan, Stephanie Klie, Mark Kohlen, Erin Landers, Wes Lindsey, Mark Litteken, Julie Littrell, David Michael, Alexis Myers, Steve Normansell, Julie Obermark, Jodi Palm, Mimi Polczynski, Lorraine Schmidt, Misty Ulmer, Beth Urban, Cory Wellen, Michelle Wessel, Timothy Wight, Brandi Wilkins, Nathan Wilkins

The meeting was called to order at 9:00 a.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as "MFIP") and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members). As staff and faculty of the College, attendees were encouraged to participate in the planning process by voicing concerns and asking questions during the meeting as well as by completing the MFIP survey. The MFIP is a consensus driven plan.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a "living" document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The MFIP should address cabling, drywall and items of a structural nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each

project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term. Each project will align with at least one Institutional Goal.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. The Plan includes “big ticket” items which require funding over a longer period of time. The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019. President Evans explained the projects recently being completed on the Main Campus such as the stairwell renovations, the riprap and the pedestrian bridge have been PHS projects.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed

internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs. President Evans reminded attendees the MFIP is a “living” document.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project was given earlier in the meeting with regards to roofs.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The College currently has one project approved as a Resource Management Allocation Program (RAMP) project by the Governor’s office – Vandalia Phase II. Although the project may have been approved by State legislature, the State does not have the financial resources to fund the project.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc. An example was given of the bollards placed around campus to keep drivers from driving through certain areas. The project did not meet PHS requirements; therefore, the funds were taken from the operational budget.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills. The Tanning Salon in Salem is another example.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. An example is the PHS levee. Funds are awarded each year under the PHS levee and can only be used for projects that meet the PHS guidelines. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example of Zoom technology was discussed. This new technology allows 15 different students to sit in one physical classroom taking 15 different classes by 15 different instructors using headsets and computers. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be productive.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Attendees were informed that all staff will be participating in these meetings and completing the survey. Two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. A question was raised regarding whether or not there is sufficient need for the Education Centers. President Evans advised that the College recently conducted a four-month survey on the Education Centers to solicit as much feedback as possible. The feedback is currently being analyzed to determine why some of the Education Centers are not doing as well as others. The survey results may indicate the College needs to offer weekend courses at one or more of the Education Centers. The College has to give each Center an opportunity to grow the enrollment in those communities.

Another question was asked regarding what happens if an issue or need is identified after the MFIP is approved by the Board. The Strategic Plan will be reviewed each year in March. The MFIP is a subpart of the Strategic Plan. The projects on the projects lists and any issue brought forward will be reviewed annually. President Evans reminded everyone that the MFIP is a living document.

Janet Fontenot advised that Johnny Matthews, Chief Information Officer, will be conducting a similar survey under the Master Information Technology Plan (MITP) he is developing. Computer hardware, software, audio visual equipment, etc. should be addressed through the MITP. Items such as carpeting, cabinetry, etc. that are structural in nature would be addressed through the MFIP.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return to Karol Potter via email within 24-hours. All responses received for each Question will be listed in the MFIP.

With no further business to discuss, the meeting was adjourned at 9:50 a.m.

Appendix B4

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
STUDENT SERVICES
10:00 AM - JANUARY 9, 2020
PC140

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Micki Adams, Susan Batchelor, Jennings Carter, Jenna Lammers, Amy Troutt, Laura Vahlkamp, Shannon Zelasko, Terri Sanders, Yvonne Hallam, Alana Bierman, Myka Hugo, Alyssa Fox, Yvette Glasgow, Wendy Blythe, Shara Smith, Cheryl Boehne, Elyse Rench, Janice Eischens, Brittne Chambers, Sandi Laurent, Michelle O’Laughlin, Olivia Hanks, and Beth Moore

The meeting was called to order at 10:05 a.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as “MFIP”) and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members). Attendees were encouraged to participate in the planning process by voicing concerns and asking questions during the meeting as well as by completing the MFIP survey.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a “living” document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs. President Evans reminded attendees the MFIP is a “living” document.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project was given earlier in the meeting with regards to roofs.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the

contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example of Zoom technology was discussed. This new technology allows 15 different students to sit in one physical classroom taking 15 different classes by 15 different instructors using headsets and computers. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be productive.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return within 24-hours. All responses received for each Question will be listed in the MFIP.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Attendees were informed two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. A question was raised regarding participation by students at the Education Centers. The last meeting is a campus-wide meeting. That meeting will be moved to a room with Zoom technology capabilities. Education Center directors were asked to encourage students at the Education Centers to participate in this meeting.

A comment was given regarding the seating and layout in Room HB145 (formerly known as the Kaskaskia Room).

With no further business to discuss, the meeting was adjourned at 10:55 a.m.

Appendix B5

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
ADMINISTRATIVE SERVICES
3:00 PM - JANUARY 9, 2020
LIFELONG LEARNING CENTER

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Jennings Carter, Laura Findley, Bruce Fischer, Linda Hellmann, Judy Hemker, Tiffany Hixenbaugh, Mary Jo Jones, Jill Klostermann, Mike Loomis, Nancy Mattson, Jamie Moergen, Sandra Neabuhr, Staci Palm, Misti Pawlisa, Sarah Ratermann, Robert Rhymes, Robyn Rohrscheib, Craig Roper, Laura Sheathelm, Pamela Smith, Cynthia Webber, Christine Wheeler, DeAndre Williams, Kristin Williams, Fran Windler, Maria Zimmermann

The meeting was called to order at 3:00 p.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as “MFIP”) and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members).

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a “living” document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan. In addition, the MFIP is a historical document that can be used for reference when planning projects.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. Many items that affect the MFIP change over a 15-year time frame such as new funding sources, lower State funding, population declines that affect enrollment, and industry needs in the local community.

The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs.

President Evans reminded attendees the MFIP is a “living” document. The MFIP will also serve as a historical reference for planning purposes.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law. Any new ADA requirements would take priority as well.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project is the resurfacing of one of the three bridges owned by the College. The bridge has significant erosion and will need to be resurfaced within the next five to ten years. The bridge is satisfactory now, but it will get to the point it will need to be resurfaced. Another example is the roof on the LLC Building. The building is twelve years old and the roof will need to be replaced within eight to ten years.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The TRIO grant was used to fund staff to assist students in the TRIO program.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. PHS funds cannot be used to pay salaries for

College expenses associated with such things as P G & D days. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example is the Art Program. The College will be re-introducing ceramics and purchasing a kiln. Several local high schools have ceramics classes. It is anticipated this addition will increase enrollment. The addition will require remodeling of the VoTech area to house the ceramics class and the kiln. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be productive. An example was given of the two payroll staff in the Business Office who are currently located in a hallway.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return within 24-hours. All responses received for each Question will be listed in the MFIP.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Senior leadership will meet with the College construction manager for assistance with planning projects, group projects to reduce costs, etc.

Attendees were informed two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. No questions were posed.

The survey is attached to the meeting invite; however, Karol will be sending the survey electronically. Please complete the survey and return to Karol within 24 hours. Attendees should only complete the survey one time.

With no further business to discuss, the meeting was adjourned at 3:45 p.m.

Appendix B6

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
INFORMATION TECHNOLOGY AND MEDIA SERVICES
2:00 PM - JANUARY 14, 2020
ADMINISTRATIVE CONFERENCE ROOM

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Stacy Arning, Jennings Carter, Kathy Crain, Janet Fontenot, Jacob Frazier, Kristin Gebke, Lois Kellermann, Alex Koopmann, Johnny Matthews, Daniel Powell, Joyce Pryor, Brandon Richter, Matthew Taylor, Travis Turley

The meeting was called to order at 2:05 p.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as "MFIP") and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members).

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a "living" document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each

project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan. In addition, the MFIP is a historical document that can be used for reference when planning projects.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. Many items that affect the MFIP change over a 15-year time frame such as new funding sources, lower State funding, population declines that affect enrollment, and industry needs in the local community.

The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs.

President Evans reminded attendees the MFIP is a “living” document. The MFIP will also serve as a historical reference for planning purposes.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law. Any new ADA requirements would take priority as well.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project is the resurfacing of one of the three bridges owned by the College. The bridge has significant erosion and will need to be resurfaced within the next five to ten years. The bridge is satisfactory now, but it will get to the point it will need to be resurfaced. Another example is the roof on the LLC Building. The building is twelve years old and the roof will need to be replaced within eight to ten years.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is

the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The TRIO grant was used to fund staff to assist students in the TRIO program.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. PHS funds cannot be used to pay salaries for College expenses associated with such things as P G & D days. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was

approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example is the Art Program. The College will be re-introducing ceramics and purchasing a kiln. Several local high schools have ceramics classes. It is anticipated this addition will increase enrollment. The addition will require remodeling of the VoTech area to house the ceramics class and the kiln. This is an area that fits the criteria.

The College also recognizes education has changed. Learning today can be through video conferencing with other students. Technology is continually changing. Online classes are now offered versus attending class in person. In the near future, instead of video conferencing and using Polycom technology, the College will be moving to Zoom technology. Zoom technology allows 15 different students to sit in one physical classroom taking 15 different classes taught by 15 different instructors using headsets and computers. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be productive. An example was given of the two payroll staff in the Business Office who are currently located in a hallway.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return within 24-hours. All responses received for each Question will be listed in the MFIP.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Senior leadership will meet with the College construction manager for assistance with planning projects, group projects to reduce costs, etc.

Attendees were informed two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. No questions were posed.

Meeting attendees will receive an email requesting they complete the MFIP survey using Survey Monkey. Attendees should complete the survey within 24 hours.

With no further business to discuss, the meeting was adjourned at 3:00 p.m.

Appendix B7

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
EXTRA-CURRICULAR – ATHLETICS, FINE ARTS, THEATER
11:00 AM - JANUARY 24, 2020
ADMINISTRATIVE CONFERENCE ROOM

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: John Barnes, Joseph Basch, Susan Batchelor, Jennings Carter, Brian Hancock, Kellie Henegar, Jay Jenkins, Cliff Jourdan, Cathy Karrick, Mitch Koester, Lynda Marshall, David Quinn, Stacy Smith, Kimberly Rahar, Tim Wight, Dustin Wilson

The meeting was called to order at 11:05 p.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as “MFIP”) and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members).

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a “living” document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will

document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan. In addition, the MFIP is a historical document that can be used for reference when planning projects.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. Many items that affect the MFIP change over a 15-year time frame such as new funding sources, lower State funding, population declines that affect enrollment, and industry needs in the local community.

The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs.

President Evans reminded attendees the MFIP is a “living” document. The MFIP will also serve as a historical reference for planning purposes.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law. Any new ADA requirements would take priority as well.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project is the resurfacing of one of the three bridges owned by the College. The bridge has significant erosion and will need to be resurfaced within the next five to ten years. The bridge is satisfactory now, but it will get to the point it will need to be resurfaced. Another example is the roof on the LLC Building. The building is twelve years old and the roof will need to be replaced within eight to ten years.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The

“capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The TRIO grant was used to fund staff to assist students in the TRIO program.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. PHS funds cannot be used to pay salaries for College expenses associated with such things as P G & D days. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example is the Art Program. The College will be re-introducing ceramics and purchasing a kiln. Several local high schools have ceramics classes. It is anticipated this addition will increase enrollment. The addition will require remodeling of the VoTech area to house the ceramics class and the kiln. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be

productive. An example was given of the two payroll staff in the Business Office who are currently located in a hallway.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return within 24-hours. All responses received for each Question will be listed in the MFIP.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Senior leadership will meet with the College construction manager for assistance with planning projects, group projects to reduce costs, etc.

Attendees were informed two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. No questions were posed.

Meeting attendees will receive an email requesting they complete the MFIP survey using Survey Monkey. Attendees should complete the survey within 24 hours.

With no further business to discuss, the meeting was adjourned at 11:55 p.m.

Appendix B8

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
DIRECTOR OF FACILITIES, PLANNING & PROJECTS ADMINISTRATIVE ASSISTANT,
MAINTENANCE, BUILDINGS AND GROUNDS, CUSTODIAL,
CARPENTERS UNION LEADERSHIP
1:00 PM - JANUARY 24, 2020
ADMINISTRATIVE CONFERENCE ROOM

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Wayne Arnold, Timothy Barwald, Amy Blankenship, Robert Brasel, Jennings Carter, Jason Cavaletto, Robert Eldridge, Laura Finley, Mark Hayes, Kevin Hodge, Jr., Dwayne Hunter, Wade Hunter, Aaron Kiper, David Langenhorst, Mark Lee, Chane Lyons, Tammy Lyons, Ivan Neabuhr, Rodney Saeger, Claudia Smith, Matthew Szatkowski, Crystal Winters

The meeting was called to order at 1:00 p.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as "MFIP") and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members).

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a "living" document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan. In addition, the MFIP is a historical document that can be used for reference when planning projects.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. Many items that affect the MFIP change over a 15-year time frame such as new funding sources, lower State funding, population declines that affect enrollment, and industry needs in the local community.

The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs.

President Evans reminded attendees the MFIP is a “living” document. The MFIP will also serve as a historical reference for planning purposes.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law. Any new ADA requirements would take priority as well.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project is the resurfacing of one of the three bridges owned by the College. The bridge has significant erosion and will need to be resurfaced within the next five to ten years. The bridge is satisfactory now, but it will get to the point it will need to be resurfaced. Another example is the roof on the LLC Building. The building is twelve years old and the roof will need to be replaced within eight to ten years.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The TRIO grant was used to fund staff to assist students in the TRIO program.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. PHS funds cannot be used to pay salaries for

College expenses associated with such things as P G & D days. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example is the Art Program. The College will be re-introducing ceramics and purchasing a kiln. Several local high schools have ceramics classes. It is anticipated this addition will increase enrollment. The addition will require remodeling of the VoTech area to house the ceramics class and the kiln. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be productive. An example was given of the two payroll staff in the Business Office who are currently located in a hallway.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return within 24-hours. All responses received for each Question will be listed in the MFIP.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Senior leadership will meet with the College construction manager for assistance with planning projects, group projects to reduce costs, etc.

Attendees were informed two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. No questions were posed.

Meeting attendees will receive an email requesting they complete the MFIP survey using Survey Monkey. Attendees should complete the survey within 24 hours.

With no further business to discuss, the meeting was adjourned at 2:00 p.m.

Appendix B9

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
STUDENTS – CLUB REPRESENTATIVES, STUDENT WORKER
REPRESENTATIVES, STUDENT CLUBS AND ORGANIZATIONS
3:00 PM - JANUARY 28, 2020
HB145

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Payne Barbee, Chris Browne, Laura Davis, Sharon Elwood, Emalee Hall, Erin Harrell, Aaron Heinzmann, Holdyn Kershaw, Jenna Lammers, Kelli Malone, Joshua Morgan, Joe Morris, Jake Nollman, Madi Ratermann, Ryker Sanders, Bryce Stanley, Travis Strobel, Katelyn Thomason, William Waggoner, Alex Weems

The meeting was called to order at 2:05 p.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as “MFIP”) and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members).

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a “living” document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the

Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan. In addition, the MFIP is a historical document that can be used for reference when planning projects.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. Many items that affect the MFIP change over a 15-year time frame such as new funding sources, lower State funding, population declines that affect enrollment, and industry needs in the local community.

The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs.

President Evans reminded attendees the MFIP is a “living” document. The MFIP will also serve as a historical reference for planning purposes.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/”Women’s”. The College was required to comply with the law. Any new ADA requirements would take priority as well.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project is the resurfacing of one of the three bridges owned by the College. The bridge has significant erosion and will need to be resurfaced within the next five to ten years. The bridge is satisfactory now, but it will get to the point it will need to be resurfaced. Another example is the roof on the LLC Building. The building is twelve years old and the roof will need to be replaced within eight to ten years.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The TRIO grant was used to fund staff to assist students in the TRIO program.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. PHS funds cannot be used to pay salaries for College expenses associated with such things as P G & D days. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital- The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example is the Art Program. The College will be re-introducing ceramics and purchasing a kiln. Several local high schools have ceramics classes. It is anticipated this addition will increase enrollment. The addition will require remodeling of the VoTech area to house the ceramics class and the kiln. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be

satisfied and be productive. An example was given of the two payroll staff in the Business Office who are currently located in a hallway.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return within 24-hours. All responses received for each Question will be listed in the MFIP.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Senior leadership will meet with the College construction manager for assistance with planning projects, group projects to reduce costs, etc.

Attendees were informed two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. No questions were posed.

Meeting attendees will receive an email requesting they complete the MFIP survey using Survey Monkey. Attendees should complete the survey within 24 hours.

With no further business to discuss, the meeting was adjourned at 3:50 p.m.

Appendix B10a

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
STUDENTS – STUDENT TRUSTEE, STUDENT CONGRESS,
BOARD OF TRUSTEES (BOT) SCHOLARSHIP RECIPIENTS
11:00 AM - JANUARY 29, 2020
ALUMNI & FRIENDS CONFERENCE ROOM

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Jaylyn Bower, Dori Brandt, Mackenzie Hodge, Zach McGeehan,
Terri Sanders, Alexa Hoelscher, Jody Roper, Janet Fontenot,
Susan Batchelor

The meeting was called to order at 11:10 a.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as “MFIP”) and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members).

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a “living” document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP

ties back to the Strategic Plan. In addition, the MFIP is a historical document that can be used for reference when planning projects.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. Many items that affect the MFIP change over a 15-year time frame such as new funding sources, lower State funding, population declines that affect enrollment, and industry needs in the local community.

The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs.

President Evans reminded attendees the MFIP is a “living” document. The MFIP will also serve as a historical reference for planning purposes.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law. Any new ADA requirements would take priority as well.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project is the resurfacing of one of the three bridges owned by the College. The bridge has significant erosion and will need to be resurfaced within the next five to ten years. The bridge is satisfactory now, but it will get to the point it will need to be resurfaced. Another example is the roof on the LLC Building. The building is twelve years old and the roof will need to be replaced within eight to ten years.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The “capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is

the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The TRIO grant was used to fund staff to assist students in the TRIO program.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. PHS funds cannot be used to pay salaries for College expenses associated with such things as P G & D days. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was

approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example is the Art Program. The College will be re-introducing ceramics and purchasing a kiln. Several local high schools have ceramics classes. It is anticipated this addition will increase enrollment. The addition will require remodeling of the VoTech area to house the ceramics class and the kiln. This is an area that fits the criteria.

The College also recognizes education has changed. Learning today can be through video conferencing with other students. Technology is continually changing. Online classes are now offered versus attending class in person. In the near future, instead of video conferencing and using Polycom technology, the College will be moving to Zoom technology. Zoom technology allows 15 different students to sit in one physical classroom taking 15 different classes taught by 15 different instructors using headsets and computers. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be productive. An example was given of the two payroll staff in the Business Office who are currently located in a hallway.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

Attendees were strongly encouraged to complete the survey that was provided at the meeting and give their feedback. Attendees will receive the survey electronically to complete and return within 24-hours. All responses received for each Question will be listed in the MFIP.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Senior leadership will meet with the College construction manager for assistance with planning projects, group projects to reduce costs, etc.

The meeting was opened for questions. No questions were posed.

Meeting attendees will receive an email requesting they complete the MFIP survey using Survey Monkey. Attendees should complete the survey within 24 hours.

With no further business to discuss, the meeting was adjourned at 11:55 a.m.

Appendix B10b

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
STUDENTS – STUDENT TRUSTEE, STUDENT CONGRESS,
BOARD OF TRUSTEES (BOT) SCHOLARSHIP RECIPIENTS
12:00 PM - JANUARY 29, 2020
ALUMNI & FRIENDS CONFERENCE ROOM

PRESENTER: Janet Fontenot, Institutional Assessment Coordinator

RECORDER: Karol Potter, Planning & Projects Administration Assistant

ATTENDEES: Susan Batchelor, James Bowen, Noah Crocker, Hannah Liske

The meeting was called to order at 12:15 p.m. by Janet Fontenot, Assessment Coordinator in the absence of George Evans, MA – President. Mrs. Fontenot welcomed attendees and thanked them for their participation.

The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as “MFIP”) and to obtain feedback from Kaskaskia College (the “College”) stakeholders in the development of the MFIP. As students, the attendees of the meeting are stakeholders of the College.

The MFIP includes all buildings, grounds, parking lots and items of a structural nature. The MFIP is one of five independent plans that make up the Strategic Plan. The Strategic Plan will be a 3-year plan. The MFIP is a 15-year plan. When the College begins looking at the replacement of roofs, HVAC units, these items usually come with a warranty that last 15 - 20 years. If the College knows a roof is going to need to be replaced 5 years from now, the College can start budgeting and requesting funds for the project so that the funds are available when the warranty expires. This is why the MFIP plan is a 15-year plan.

The College is currently reviewing past MFIP plans going back to 2004. When the information from the former MFIP plans is consolidated, that information will be an Appendix to the MFIP 2020-2035.

The State budget impasse several years ago impacted all organization that received funding from the State; hence, the College was not receiving funding from the State. As a result of the State budget impasse, the College has become more purposeful in identifying College needs and how College funds are used. One way to do this is to solicit feedback from College stakeholders.

Using the example of purchasing a personal vehicle, Mrs. Fontenot explained that an individual knows ahead of time and plans how he will get the money to pay for that vehicle and/or decides if he has the money to make that purchase at that time.

One of the primary priorities the College will be considering is whether or not any changes made will be serving the students. The College strives to provide students with a quality education and the facilities are a big part of that learning environment.

The College also recognizes education has changed. Learning today can be through video conferencing with other students. Technology is continually changing. Online classes are now offered versus attending class in person. In the near future, instead of video conferencing and using Polycom technology, the College will be moving to Zoom technology. Zoom technology allows 15 different students to sit in one physical classroom taking 15 different classes taught by 15 different instructors using headsets and computers. This is an area that fits the criteria.

While the MFIP is a 15-year plan, there is room for flexibility. New laws may be passed, new programs may be developed that require capital funds, etc.

As the responses are reviewed, projects will be categorized into Immediate, Intermediate and Long-Term future plans.

Intermediate plan are projects that will be completed in four to seven years. Although these projects are somewhat immediate, they do not have to be completed within the next year.

An example of a long-term project is the replacement of a roof on a building. The roof will have a 15-20 year warranty. If the College knows the roof will need to be replaced in 2025, the College can start planning and budgeting for the replacement of that roof so that the funds are available when the warranty expires.

The replacement of parking lots is an example of a project that would be completed in phases due to the high costs. This type of project could appear on the Immediate list under Phase I, the Intermediate list under Phase II and the Long-Term list under Phase III.

Mrs. Fontenot went over the information on projects that will be collected. Once all of the surveys are received and the projects have been categorized, Administration will be prioritizing the projects. Projects that service the needs of our current and future students will be a priority. The College will be working with the Construction Manager to provide cost estimates and to identify those projects that can be completed simultaneously to reduce costs.

There are four Institutional Goals that are part of the Strategic Plan. Each project will align with at least one of the four Institutional Goals.

Mrs. Fontenot briefly described the Funding Sources available to the College as follows:

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as salaries for faculty and staff, benefits, utility bills, routine maintenance to building and grounds.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. The College owns the Workforce Center which is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas. This donation shows this donor is very invested in the College. This type of donation shows Kaskaskia College is meeting the needs of the community and the community wants to give back. The College looks for these opportunities as much as possible as donations lessen the need for other sources of funding.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia

College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

Mrs. Fontenot reviewed the “Capital Budget and Project Criteria” slide and the “Timeline Thus Far/Process to Come” slides.

The MFIP will be presented in draft form to the Board of Trustees in February 2020 with approval by the Board of Trustees expected in March 2020 and implementation of the Plan expected for July 1, 2020 at the beginning of the new fiscal year.

In presenting the “Items to Consider” slide, Mrs. Fontenot stressed that first and foremost consideration will be “how does this project impact students”.

The College desires to offer a positive environment, however, the projects approved must be realistic. For example, a gaming room where students can hangout is not realistic or feasible. The College needs to consider projects that will assist the College in continuing to offer quality education.

Asset maintenance and replacement need to be considered. For example, the nursing simulator in the Nursing Lab will need to be updated and possibly replaced sometime in the future. The computers in the nursing lab will need to be upgraded at some point in the future. The College needs to determine the life span of equipment and develop a plan for replacement of that equipment.

Operations and maintenance costs of capital assets relate to resources that are needed for the ongoing operations and maintenance of new buildings, classroom labs, etc. For example, when planning for any new building or expansion, the College would need to plan for the cost of Custodial staff to clean the building, the costs of Public Safety staff to secure the building, the additional costs associated with heating and cooling the building and things of that nature.

The attendees were informed they would be receiving a 12-question survey using Survey Monkey from Laura Sheathelm electronically through their email after the meeting. Students were advised to answer Question 3 as “Main Campus”. Students were asked to complete the survey within 24 hours.

Mrs. Fontenot stressed the importance of the students completing the survey as this was their opportunity to give the College feedback from the student perspective.

With no further business to discuss, the meeting was adjourned at 12:45 p.m.

Appendix B11

MASTER FACILITIES AND IMPROVEMENT PLAN (2020-2035) MEETING
CAMPUS WIDE, HUMAN RESOURCES, SECURITY, MARKETING
11:00 PM – FEBRUARY 7, 2020
HB145

PRESENTER: George Evans, MA - President

RECORDER: Karol Potter, Planning & Projects Administrative Assistant

ATTENDEES: Brian Atchison, Josh Adkins, Jamie Boatright, Jeff Brown, Ron Cantrill, Jennings Carter, Lauri Dougherty, Jesse Eagan, Janet Fontenot, Russ Gardner, Travis Henson, Jill Hercules, Pamela Hill, Kevin Hodge, Bernard Holthaus, Jerad Hustedde, Lester Maue, Frank McKnight, Shanon Neiber, Sherry Perkins, Cheryl Rushing, Cheryl Twenhafel, Todd Wagner

The meeting was called to order at 2:05 p.m. by George Evans, MA. President Evans welcomed attendees and thanked them for their participation. The purpose of the meeting was to introduce the Master Facilities and Improvement Plan (hereinafter referred to as “MFIP”) and to obtain feedback from Kaskaskia College stakeholders (students, faculty, staff and community members). This is a consensus driven Plan.

All comments and/or questions discussed at meetings will appear in meeting minutes and all answers given in the survey responses will become part of the permanent MFIP document to be approved by the Board. President Evans again encouraged attendees to participate in the meeting, complete the survey and be a part of this planning process for the College.

President Evans addressed the attendees with some of the history behind the creation of the MFIP. Information is being gleaned from past versions of the MFIP going back to 2004. This information will be compiled into the 2020-2035 MFIP and categorized by projects that are Immediate, Intermediate, and Long-Term.

President Evans explained the MFIP is one of five independent plans that make up the Strategic Plan for the College. The MFIP is a “living” document which addresses current and future infrastructure repairs and facility needs of the College related to buildings, grounds, parking lots, etc. The MFIP document does not address needs such as new computers, new phone lines and the like which are not structural in nature. The 2020-2035 MFIP is expected to be passed by the Kaskaskia College Board of Trustees in March 2020 and implemented in July 2020.

The MFIP will allow the College to be more efficient with planning and budgeting for facility improvements, upkeep and additions as well as to meet requirements of the Higher Learning Commission. As a subsection to the Strategic Plan, the MFIP will

document how the projects listed in the MFIP align with the Strategic Plan. Each project will have one or more Institutional Goal identifier(s) listed to show how the MFIP ties back to the Strategic Plan. In addition, the MFIP is a historical document that can be used for reference when planning projects.

The presentation of the MFIP 2020-2035 slide presentation began with an explanation of why the MFIP is a 15-year plan as opposed to a 3-year plan like the Strategic Plan. Many items that affect the MFIP change over a 15-year time frame such as new funding sources, lower State funding, population declines that affect enrollment, and industry needs in the local community.

The example given was the replacement of roofs on College campuses. A roof generally has a 20-year warranty. Once a new roof is installed, the College needs to monitor when that roof needs to be replaced; obtain estimated replacement costs; identify potential funding sources; and budget for the replacement of that roof by the term date of the warranty. The roof replacement project would appear on the projects lists in the MFIP based upon the year the replacement is expected to occur; hence, a roof that will need to be replaced in 10 years would be on the Long-Term projects list.

The College has been aggressive the last few years in completing projects since the State of Illinois since the budget impasse in FY2015-2016 lead to a standstill. The College has been doing a lot of catch up with PHS projects. In 2017 there were 41 PHS projects. Of the 41 PHS projects, the College has completed 26 projects as of December 2019.

Once approved by the Board and implemented, the MFIP will be reviewed every five years in the same format with meetings being held with stakeholders and input gathered from stakeholders through a survey process. This does not mean that the projects lists cannot change for five years or that attendees would have to wait five years if an urgent need surfaces that was not expected. The MFIP will be reviewed internally on an annual basis along with the Strategic Plan review process and the budgeting process. Any new projects identified and any projects that are identified as needing to be completed sooner than originally planned will be moved up on the projects lists as long as the project meets the prioritization needs.

President Evans reminded attendees the MFIP is a “living” document. The MFIP will also serve as a historical reference for planning purposes.

The State is funding higher education at 2002 levels. Obviously, the cost of living, building materials, etc. has increased considerably since 2002. This requires the College to be more frugal with the funding received.

Requests/projects will be evaluated in the order of most priority being the student and how the request/project best serves students and the College Mission.

The Planning and Organization slides were reviewed in detail. Projects will be categorized as

Immediate – Phase I	Completed within 3 years	2020-2023
Intermediate – Phase II	Completed within 4 to 7 years	2024-2027
Long-Term – Phase III	Completed within 8 to 15 years	2028-2035

An example of an **Immediate** project is a project required by legislative action such as replacement of the signage for single-use restrooms. The State of Illinois passed a law which requires all single-use restrooms to be labeled as “Gender Neutral” or “Family” versus “Men’s”/“Women’s”. The College was required to comply with the law. Any new ADA requirements would take priority as well.

The majority of projects are funded through the PHS levee. The funds received through the PHS levee can only be used for projects related to protection, health and safety issues as appropriated by legislature. The College currently receives approximately \$800,000 - \$850,000 from the PHS levee. The funds requested for PHS projects are not received until 18-24 months after the request is approved. The majority of PHS projects will be in the **Immediate** phase due to the specific year the funds are allocated.

In addition, funds for larger projects with estimated costs well over the PHS annual funds received - such as parking lot replacements –are allocated over several years. In these cases, the College sets aside an amount of PHS funds each year for the project until the total amount of funds are received to complete the project.

An example of an **Intermediate** project is the Agriculture Arena. At one time the College had planned to build an Agriculture Arena at an estimated cost of \$5,000,000. Prior to any final plans being implemented, the College purchased the Animal Disease Lab for \$1.00 from the State of Illinois. The College used money from the bond fund to renovate the Animal Disease Lab into what is the current Agriculture Education Center. As result of this purchase and renovation, the Agriculture Arena was no longer needed.

An example of a **Long-Term** project is the resurfacing of one of the three bridges owned by the College. The bridge has significant erosion and will need to be resurfaced within the next five to ten years. The bridge is satisfactory now, but it will get to the point it will need to be resurfaced. Another example is the roof on the LLC Building. The building is twelve years old and the roof will need to be replaced within eight to ten years.

The MFIP will have a total projected cost for all Immediate (Phase I), Intermediate (Phase II) and Long-Term (Phase III) projects as well as a master total of all three Phases for the MFIP 2020-2035.

Clarification was given on the difference between the College terminology of “capital projects” and “capital budget” versus the “Capital Budget” for the State of Illinois. The

“capital projects” and “capital budget” for the College refer to all projects for the college and the budget for those projects. The “Capital Budget” with the Governor’s office is the Capital bill which is an allocation of money the State legislature awards to businesses for funding capital projects for that business.

The presentation continued with the review of the Funding Sources available to the College as listed on the Funding Sources slide. President Evans reviewed each funding source and gave the below explanation and examples for each fund.

Kaskaskia College Annual Operating Budget - Revenue sources outside of reserves and other funding sources such as tuition and fees. The funds are used for daily operations such as broken windows, salaries, electricity, water, lightbulbs, etc.

GOB or General Obligation Bond - Funds that are borrowed from banks for different projects. The College has a bond for the Capital Campaign to build the Education Centers. Alternate revenue bond funds were used to build the Fitness Center. The Fitness Center fees assessed to students are used to pay off that bond.

Designated Grants - Grant funds are funds designated for specific types of projects. The Perkins Grant can be used for career and technology projects. The Perkins Grant was used to fund the Nursing simulation lab. The TRIO grant was used to fund staff to assist students in the TRIO program.

Designated Fees (e.g., Technology Fee, or Facilities Fee, accreditation fees, etc.) - Funds collected for a specific purpose. The Fitness Center fees assessed to students are used to pay off the Fitness Center bond. The Technology fees assessed to students are used to upgrade computer equipment in classrooms.

Lease-Purchase - Funds the College receives as rent for property owned by the College and leased to another entity. Workforce Center is currently being leased by another entity. The rental for that property is used for repairs and upkeep to the building and such things as heating and cooling bills.

Donations/Trusts (e.g., Kaskaskia College Foundation, individual donations, etc.) - Funds received from private donors and/or trusts or through the Kaskaskia Foundation. A donation of \$250,000 was received from a local donor to renovate the Student Center loft and patio areas.

Levying Authority (e.g., Protection, Health, and Safety) - The College receives an allocation of funds from the government collected from taxpayers for six different levees. The PHS levee funds are awarded each year and can only be used for projects that meet the PHS guidelines. PHS funds cannot be used to pay salaries for College expenses associated with such things as P G & D days. The Audit levee is a small levee that covers the audit fees the College must pay to the auditor.

State Appropriation for Capital - The Capital Bill the State legislature passes to fund capital projects for businesses in Illinois. The College currently only has one project that is approved for the Capital Bill: Vandalia Phase II Project. The project was approved in 2012 and is currently on the RAMP approved budget list, but the State does not have the funds to allocate to the project.

Reserve - The amount of funds kept on-hand for emergencies. The Illinois Community College Board recommends colleges have a reserve of 9 – 12 months. Kaskaskia College currently has a reserve of 8 ½ to 9 months. If a tornado took the roof off of one of the buildings, the College would need to replace that roof as soon as possible and could not wait for the insurance to provide funds to cover the roof. The contractor would expect to be paid upon completion of the work. The College would pay the contractor out of the reserves anticipating the funds/reimbursement from the insurance company.

The Capital Budget and Project Criteria slide was presented. President Evans stressed that the Strategic Plan intersects the MFIP by providing an annual focus on immediate projects.

Any projects that get on one of the three projects lists will meet one or more of the Institutional Goals and will have an identified funding source. It is the commitment of the College that projects approved and put on one of the lists will be completed during the timeframe/phase for which it was approved unless a catastrophic event or legislative action would prevent the College from meeting this obligation.

The criteria used in consideration of projects chosen were discussed in detail. All projects must have a direct impact to the student first and foremost. Legal requirements must be fulfilled such as the signage for single-use restrooms.

Consideration should be given to learning necessity as it relates to projects needed to meet the learning needs of College students. An example is the Art Program. The College will be re-introducing ceramics and purchasing a kiln. Several local high schools have ceramics classes. It is anticipated this addition will increase enrollment. The addition will require remodeling of the VoTech area to house the ceramics class and the kiln. This is an area that fits the criteria.

PHS projects must be addressed. An example is the College replaced stairwells because the space between rails did not meet code and presented a falling hazard.

Feasibility is important. Although everyone's comments/suggestions from the survey will be considered and documented in the MFIP; each project will be reviewed for feasibility considering the funds available.

Stakeholder service and use includes students, staff, faculty, and community members. Not only do students need acceptable facilities, College staff and faculty need to have work areas that are conducive to the work they perform in order to be satisfied and be

productive. An example was given of the two payroll staff in the Business Office who are currently located in a hallway.

President Evans presented the Timeline slide and explained the MFIP review process going forward.

The College will not be able to do every project submitted; therefore, the prioritization criteria discussed earlier in the meeting will be considered.

In the past the College has done a good job building buildings and infrastructure; however, consideration was not given to the cost to maintain the building and the additional costs going forward on an annual basis to pay for such things as the Custodial staff to clean the new facility, increased utility bills and the cost to upgrade computers in the computer labs in the new buildings.

Senior leadership will meet with the College construction manager for assistance with planning projects, group projects to reduce costs, etc.

Attendees were informed two of the meetings are for student government, student workers, student clubs and organizations, and students involved in extra-curricular activities. Attendees were asked to encourage students to attend one of these meetings or the campus-wide MFIP meeting.

The meeting was opened for questions. No questions were posed.

Meeting attendees will receive an email requesting they complete the MFIP survey using Survey Monkey. Attendees should complete the survey within 24 hours.

With no further business to discuss, the meeting was adjourned at 11:50 a.m.

Appendix B12

MASTER FACILITIES AND IMPROVEMENT PLAN MFIP STRATEGIC PLANNING CORE GROUP MEETING March 3, 2020

The Master Facilities and Improvement Plan (MFIP) Strategic Planning Core Group (the “Group”) met at 1 p.m. on March 3, 2020. In attendance were George Evans, Susan Batchelor, Ashley Becker, Judy Hemker, Alan Boerngen, Jennings Carter, Janet Fontenot, Kellie Henegar, Jill Hercules, Johnny Matthews, Julie Obermark, Karol Potter, Craig Roper, Amy Troutt, and Cathy Quick - Recorder.

George opened the meeting discussing the process of the MFIP and College procedures. The survey information for every employee is listed.

COLLEGE PROCEDURES

3-Year Equipment Plan. College process is that any piece of equipment requested that is over \$500 should be requested through the 3-year equipment plan rather than department budgets. Craig explained that anything over \$500 in purchase value is tagged and tracked for inventory through his office. Christine works with Craig during the budgeting process to move any incorrectly recorded requests to the equipment plan. It is important this information is relayed to staff through the Group.

Work Orders. Work orders are submitted via email, and requestor gets an acknowledgement that the request has been received from Facilities. We need to be sure when on-boarding new employees the process is explained to them. There were items on the MFIP surveys that could have been done with submission of a work order. Work orders can be submitted by any staff; however, work orders should be copied to the Director, Dean or Vice President. The Director, Dean or Vice President will review/vet the request for appropriateness and will contact Plant Facilities if the request should not be completed. The Plant Facilities Department will review work orders and evaluate the work required to complete the work order. Any work order that could potentially become a project will be discussed with the Director, Dean or Vice President to determine appropriateness of completion or if the work order should be added to the list of projects to be reviewed at the next MFIP semi-annual meeting of the Group. It is important this information is relayed to staff through the Group.

Meetings with the MFIP Strategic Planning Core Group will occur semi-annually in April and October. Vice Presidents and Deans will present potential projects to be reviewed to the Group for review and prioritization. Items prioritized by the Group will be added to the projects lists for annual review during the budgeting process.

IGEN. The College is a member of Illinois Green Economy Network (IGEN), which is a consortium of Illinois Community Colleges. The membership fee is \$3,000 per year; we are hoping to receive solar technology grants that will surpass that amount.

Last week the College submitted a grant to IGEN that would provide solar power set up for the Agriculture building. In addition to solar power technology, the grant will pay for dues and manpower for the work. The education centers are located in Ameren territory making it easier to receive grants. After we receive the AG building solar grant, we will apply to receive solar grants for the Crisp Center and some of the education centers.

REVIEW OF PROJECTS LISTS

Jennings led discussion of the list of projects and requests received through the surveys. George noted that additional projects the College has already committed to complete are the HR relocation, which is part of the Human Capital Development Plan, and relocation of the Math room. Main campus parking lots are bad, but we will not have enough money to pay for that project.

PHS FUNDS APPROVED

Salem Education Center Building Repairs and Storm Sewer Replacement. This project will be storm sewer in the front of the education center. A plan is being put together to minimize disruption to students entering the building. Poettker Construction is obtaining quotes.

Gym Rooftop HVAC. This is the HVAC unit over the concession area and is on the projects list for completion in spring 2020. Project will be completed over Spring Break.

HVAC AD/ST Buildings. This will provide additional air in the area of the new sliding door. Project will be completed over Spring Break

HVAC HB Building Computer Classrooms. This is for Angenien's computer classroom. This is very important to complete, as the room gets very hot. . Project will be completed over Spring Break

Air Handlers in the AG Building. . This project involves the replacement of two air handling units and two condensing units in the Agricultural Education Center. Project will be completed over Spring Break

Middle Bridge Repairs. This middle bridge project has been approved and will be completed this summer. Included in this project is a culvert replacement.

Hallway Flooring for AD/ST Buildings. This is a summer 2020 project in the ST first floor. Abatement will be included in this project. Also part of the project will be AD first

floor. This project has been approved by the board. A plan will need to be put into place to minimize interruptions and allow staff access to their offices.

Storm Drain Replacement. This main part of the project is complete and we are waiting on work on regrading of area on the west side of ST building.

Main Campus HVAC. This is part of the campus-wide HVAC renovation; it is done and we are waiting on close out documentation.

Wooden Bridge. This project is done; we are waiting on punch list items to be done.

Greenville Education Center. This will correct storm drainage problems at the center. The project can be done in two phases beginning summer 2020.

LED Lighting Upgrade. Phase II of the LED Lighting Upgrade project will continue.. This project includes the replacement of existing light fixtures with energy efficient LED light fixtures in the Science & Technology Building, Administration Building, Health & Business Building, Library Building and Fine Arts Building. This project was approved last year. Once additional funds are identified, work will be scheduled.

Air Handler in AG. This project is complete and we are waiting on the final pay out.

Campus Drive and Fitness Trail. This is a summer 2020 project to replace a culvert installed during the construction of the fitness trail. The trail will need to be closed for completion of the project.

ADA Signage. Most of this project is done. Laura is working on a final order for items found that need finished. The remainder of the money will be applied to outside signage. Additionally, the Capital Development Board (CDB) has awarded \$25,000 for exterior signage. This project will be discussed at the Poettker meeting this Thursday.

PHS PROJECTS RECOMMENDED

PHS Projects will be submitted to the board for approval in October.

L Building Roof Replacement. This is the oldest roof on the campus. A request will be submitted for it to be the next roof to be repaired.

Parking Lots and Roadway Repairs. We have a lot of parking lots to repair, and they have been on our list for some time. However, there will not be enough money to do all the parking lots, as it will take approximately \$8 million to replace the parking lots with asphalt. This project would take priority when it comes to a referendum.

CAPITAL DEVELOPMENT BOARD

Capital Development Board fund is money appropriated by the legislature and includes a lot of red tape.

ST and L Building Floor Replacement. This project is done in the ST area, and we are waiting on final documents.

Stairwell Renovation Project. This project is done. Bannisters and flooring were replaced, and the stairways are much improved. Also waiting on close out documents.

Exterior Wayfinding Signage. CDB has appropriated \$25,000 for this project, which will be installation of wayfinding signs adjacent to campus roadways and parking lots. We have problems with people going to the wrong building. This will also be discussed on Thursday. Alan will work on prioritizing the buildings.

Water Line Replacement Projects. CDB funded this at \$750,000 with a College match of \$250,000. Planning for the project is ongoing. Asbestos Abatement will be required for this project. Project will not begin this summer.

3-YEAR EQUIPMENT PLAN.

Northeast Entry Area Drainage. This project, approved for \$25,000, is located in the front of campus.

Water Bottle Filling Stations. This item was listed by several in the MFIP survey responses. The stations replace current water fountains on Main Campus, Crisp Center, and Education Centers. There will be an ongoing cost for filters.

Business Office Carpeting. Money has been budgeted for purchase.

Math/Engineering. This is a dedicated space for Pre-engineering and Math classroom space.

IGEN

AEC Solar Installation. An IGEN Grant has been submitted and we are waiting to hear back. Other proposed solar system projects are Vandalia Education Center and Crisp Technology Center. There is no intent to use institutional money for these projects.

LED Lighting in Trenton. Lights will be purchased and replaced by Mark Litteken, Instructor, in Trenton

FOUNDATION

Student Center Loft and Exterior Student Patio Seating. We are waiting for project documents from Poettker Construction. The second floor of the Student Center loft area will be renovated. Remaining funds will provide seating outside.

OPERATIONAL BUDGET

Human Resources Move. There was considerable discussion about moving Human Resources and relocating Pre-engineering and Math. These are projects previously committed to happening.

Rob and Jill are working on the layout of the area. The area being considered is the ST area where Michael Geiger's Office is located and the Pre-engineering area directly behind the office. Walls will need to be removed and the area will need to be reconfigured.

One suggestion was moving the computer lab out of AD100 and moving Pre-engineering to that space with thoughts that when Peter Vig retires Pre-engineering will be returned to ST. Another option is ST205 with the office space left in front and study area in back being used.

Preference will be for Nic Farley to be moved to front of campus to be more accessible for students. Air and heat needs to be installed in the Adult Education area. Ashley suggests the back area from ACE is not being used. A wall could be installed next to Wes and Tommy could be moved to that office. Nic would move to Tommy's office and be able to utilize the waiting area outside the office.

A study for amount of usage needs to be complete before we commit to a Faculty Resource area being set up. Additionally if we are awarded the Title III Grant, space will need to be designated for it.

Automotive Tech students use the AD100 computer lab. Research will be completed to see if the students need tablets, laptops or desktops for their use. A laptop lab could be available for them to use in the automotive area. Ashley will talk with Chuck to see what the needs are.

The Group agreed the best option is to move Pre-engineering and Michael's Office to the opposite side of the current Math classroom. Human Resources will move in the vacated Pre-engineering office/area. The math classroom will stay the same. Some of the computers from the vacated computer classroom will move across the hall and computer workstations will be situated around the outside perimeter of the classroom. Craig will move forward with ordering carpet, tables and chairs for this math classroom.

George reported that there will be changes to the marketing area and part of that area could be designated as the Faculty Recording and Video Area if a feasibility study determines a need for it. But, we must be sure faculty will use the area. We can put a placeholder in the 3-year equipment plan for this.

Craig indicated we are moving to standardized tables instead of table-arm chairs for classrooms. George suggested getting some options from students and faculty before buying.

Art Lab. Current plans are for record storage to be moved from the VoTech area to the basement of the Agriculture building. When checking with HR, they use those records every week so moving them to the AEC would not be feasible. We will talk about moving forward with outsourcing for those files to be digitized and stored electronically.

The Horticulture area in the Agriculture building is not currently being utilized. Kellie will talk to Tim about moving all the classes to that building to include installation of a kiln. After Kellie talks with Tim, Ashley will talk with Aaron and Bill regarding moving Art to their building.

PROJECTS PRESENTED

Explore Enhancement of Music and Theater Areas. The faculty offices in the music hallway are very small. Music could be moved to the Art area. Members discussed converting HB154 for drama. We can take a look at this project. Phase I should be a study on what we can do without building a new building for the Music department. George said realistically we are not giving up on new building. Phase I of this project would be the need and design.

Future plans for the parking area between the ST and VoTech buildings is to close off the area, make staff parking where the greenhouse and adjacent children's play area are located, and a walkway would be established through the current parking area.

Business Office Space Needs/Financial Aid Privacy Area. Renovating the Business Office needs to happen, but will probably not happen this year. Phase I of the MFIP will be the design with a development of a timeline for the recommendation. One suggestion is to move some of the Business Office personnel to the old HR area.

George asked if there is anything else that needs to be added on the list for Instruction or Student Services.

Aesthetics and Efficiency of Student Services. Susie and Amy indicated that carpet, furniture and paint are needed in the Student Services area. In addition, an enhancement to the entrance would add to the aesthetics and efficiency of Student Services.

Classroom Aesthetics (Carpeting, Painting, Furniture). Classrooms will be evaluated to determine work needed.

Common Spaces/Hallways (Flooring, Painting, Furniture). This project needs a scope of work completed.

Coffee Shop/HB Auditorium Entrance. Students would like a coffee shop. It would ideally go in the waiting area next to the front entrance. In addition, the auditorium entrance would benefit from some updating.

Gymnasium. This also needs a scope of work as this will be a costly project.

Dental students want to get sinks in their area. Julie will talk to Lori and let Jennings know what is needed.

Members discussed areas that need painting. Currently there is not a designated painter member on staff. To have a painter, Jennings would have to take someone off grounds. Jennings said areas will be addressed for painting instead of individual rooms.

Johnny suggested IT could use a reconfiguration to better manage space. Rob would need to be involved in putting together a scope of work for this also.

Craig reported that ventilation in the cafeteria needs to be addressed. Staff have stopped grilling hamburgers because of the problem. Because of the location, the exhaust goes directly to the air intake in the auditorium building causing exhaust to enter the classrooms. George asked Craig to have Mark Ritter trouble shoot and think outside the box to solve the issue.

The Trenton Education Center needs outdoor storage for the mower, and their breakroom needs updated. Lighting will be upgraded through money from IGEN with the instructor completing the work.

The trash receptacles around the fitness trail are rotting. Jennings will look at them and get what is needed to Craig.

Curbing around the circle drive is getting bad. It needs to be replaced and painted. Curbing around the baseball field also needs replaced. Spike strips need to be installed at the baseball concession stand and at the back campus entrance to deter birds.

Immediate needs need to be prioritized. Alan, Janet and Jennings will meet with George to put together a rubric, which will be sent out electronically for prioritizing. There is a short turnaround time for the prioritizing to be done.

INTERMEDIATE

Sanitary Sewer Line Replacement. Funds have been transferred to this project from the water line project.

AD Building Roof Replacement. End of life for this is 2025.

Catwalk Cover. Recommended to request PHS funds for this project.

The meeting adjourned at 5 p.m.

Appendix C

MFIP Survey Narrative and Responses

Kaskaskia College sought stakeholder feedback for the development of its Master Facilities and Improvement Plan (MFIP) by hosting informational meetings beginning in December 2019 through February 2020. Selected groups were asked to attend informational meetings and complete a survey addressing current and future facility needs. Twelve meetings were held and included the following campus stakeholders:

12/20/2019	MFIP Strategic Planning Core Group
01/06/2020	Executive Services: President's Cabinet
01/08/2020	General presentation at P G & D Day
01/09/2020	Instructional Services: VP, Deans, Career Services, Online Support Staff, Adult Education and Literacy, Program Coordinators and Department Chairs, (KCFT Leadership)
01/09/2020	Student Services: VP, Dean of Enrollment Services, Student Services Personnel, Academic Center for Excellence (ACE), Education Center Directors, (KCTOP Leadership)
01/09/2020	Administrative Services: VP, Bookstore, Cafeteria Service, Purchasing, Institutional Effectiveness, Institutional Advancement, Children's Learning Center, Business Office, Financial Aid, Cashiers, (KCTOP Leadership)
01/14/2020	Information Technology and Media Services
01/24/2020	Extra-Curricular: Athletics, Fine Arts and Theater
01/24/2020	Director of Facilities, Planning & Projects Administrative Assistant, Maintenance, Buildings and Grounds Personnel, Custodial Personnel, (Carpenters Union Leadership)
01/28/2020	Student Club Representatives, Student Worker Representatives, Student Clubs and Organizations
01/29/2020	Student Leadership: Student Trustee, Student Congress, Board of Trustees Scholarship Recipients
02/07/2020	General Campus Wide, Marketing, Public Safety, Human Resources

The College President, Facilities Director, Planning & Projects Administrative Assistant, and the Institutional Assessment Coordinator attended all meetings (unless noted in minutes) to engage stakeholders in understanding the MFIP planning process and to encourage stakeholders to complete the MFIP survey. Vice Presidents attended the meetings for their respective areas of responsibility.

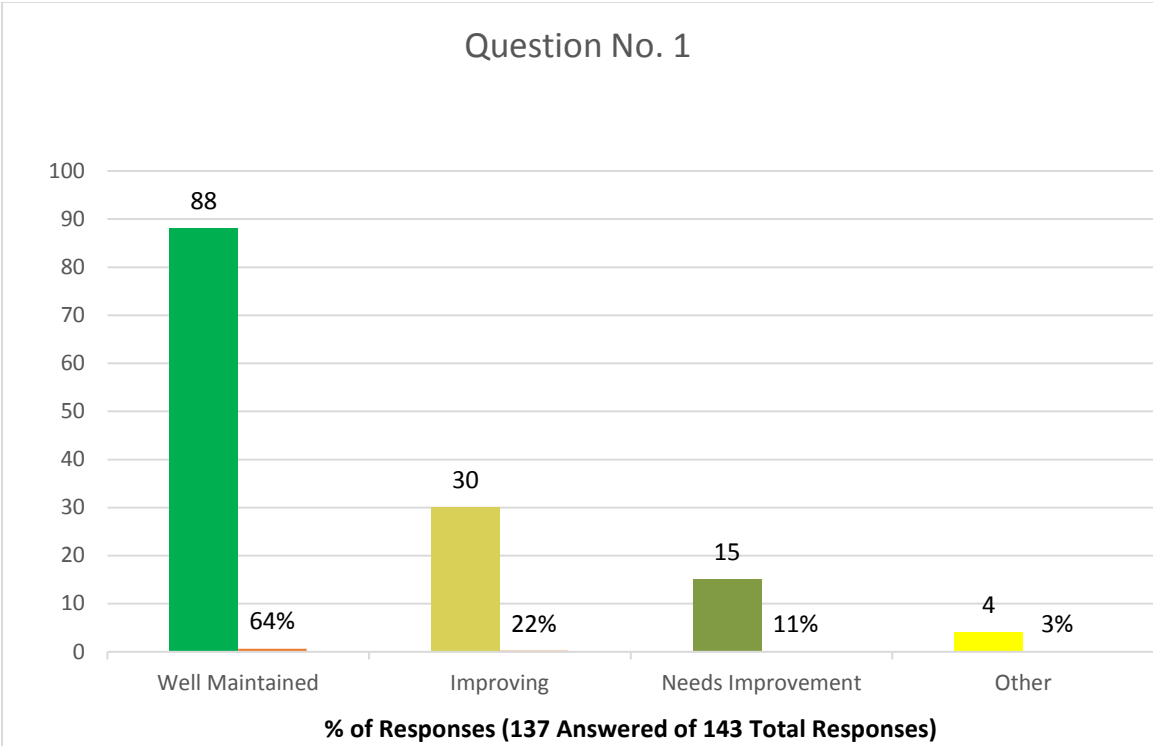
The Facilities Director and Planning & Projects Administrative Assistant met with the Institutional Assessment Coordinator to review the survey responses and categorize the information into actionable items. Responses received regarding Technology were shared with the Chief Information Officer to be utilized in the development of the Master Information Technology Plan (MITP). Responses received regarding Security were shared with the Director of Public Safety to be utilized in the development of the Security and Emergency Management Plan.

A detailed summary of the analysis for each survey question follows.

Please note: Some responses related to multiple items; therefore, the number of answered responses do not always equal the number of responses tallied.

1. What one word, phrase, or sentence summarizes your perception of the physical Kaskaskia College Main Campus, Education Centers and Crisp Technology Center (buildings and grounds)?

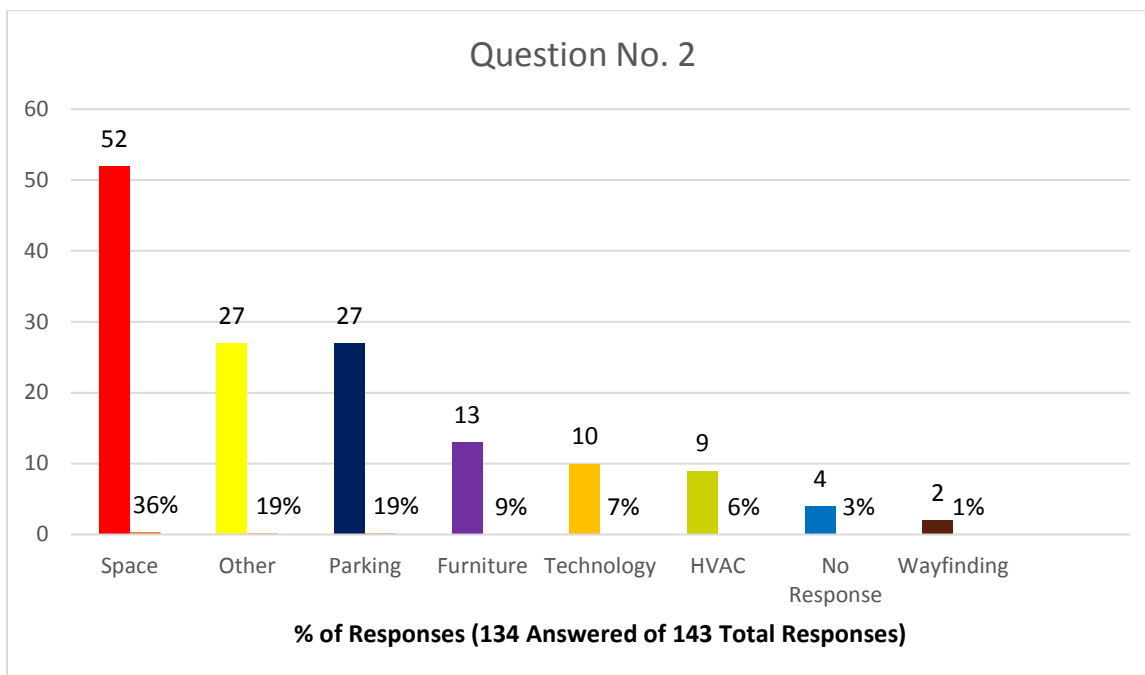
A total number of 143 surveys were returned. For Question No. 1 there were 137 answered and 6 skipped. Of the 137 answered, 88 (64%) were categorized as *well maintained*, 30 (22%) as *improving*, 15 (11%) as *needs improvement* and 4 (3%) as *other*.



The majority of responses mentioned the cleanliness of the buildings and grounds for all College facilities. Multiple responses notably affirmed that improvements made in recent years have not gone unnoticed.

2. What one physical improvement for the students would you make to the Kaskaskia College Main Campus, Education Centers and Crisp Technology Center if you could?

A total number of 143 surveys were returned. There were 134 answered and 9 skipped. Of the 134 answered, 52 (36%) were categorized as *space*, 27 (19%) as *other*, 27 (18%) as *parking*, 13 (9%) as *furniture*, 10 (7%) as *technology*, 9 (6%) as *HVAC*, 4 (3%) as *no response* and 2 (1%) as *wayfinding*.



Several responses received regarding space were related to the need for dedicated space for studying and student leisure. Other responses suggested the need for additional meeting space for College personnel.

A number of deficiencies cited by the respondents were deemed to be a matter of equipment and furniture placement and do not indicate the need for changes in the facilities or physical structure of the space.

Responses categorized as “other” included multiple topics such as exterior and interior lighting in specified areas, refillable water bottle stations, and enhanced wayfinding.

The majority of responses categorized as “furniture” related to meeting student needs for additional seating and lounge furniture in student areas.

One response was received regarding ADA accessibility in the Academic Center for Excellence (ACE) area at the check-in counter. This was determined to be a matter of equipment placement and not a facility deficiency. Facilities staff will meet with department representatives to discuss proper utilization of existing check-in counter space.

3. Please identify your building/room number. _____

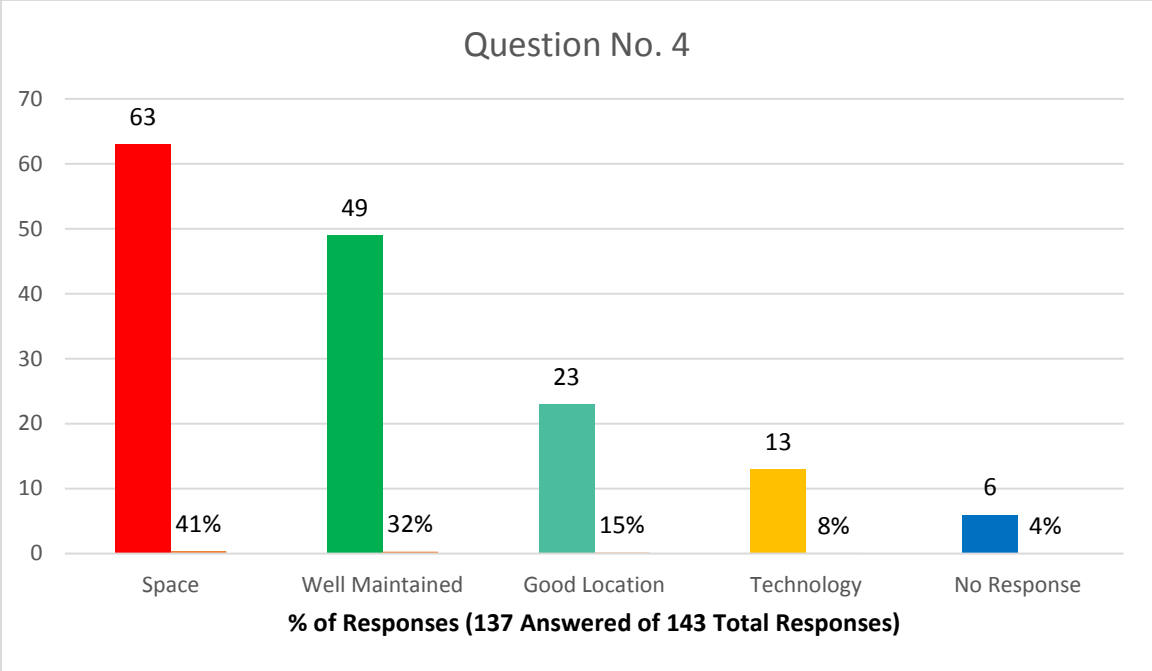
A total number of 142 surveys were received. There were 137 answered and 5 skipped. Responses included stakeholders from the following areas:

Main Campus	Salem Education Center
Crisp Technology Center	Trenton Education Center
Greenville Education Center	Vandalia Education Center
Nashville Education Center	
Salem Education Center	
Trenton Education Center	

Overall results will be disaggregated by location to determine specific needs throughout the College district. Prioritization of needs will be the responsibility of senior division leadership and key personnel.

4. Regarding the building/room you use most for your job, what are the positives about the space?

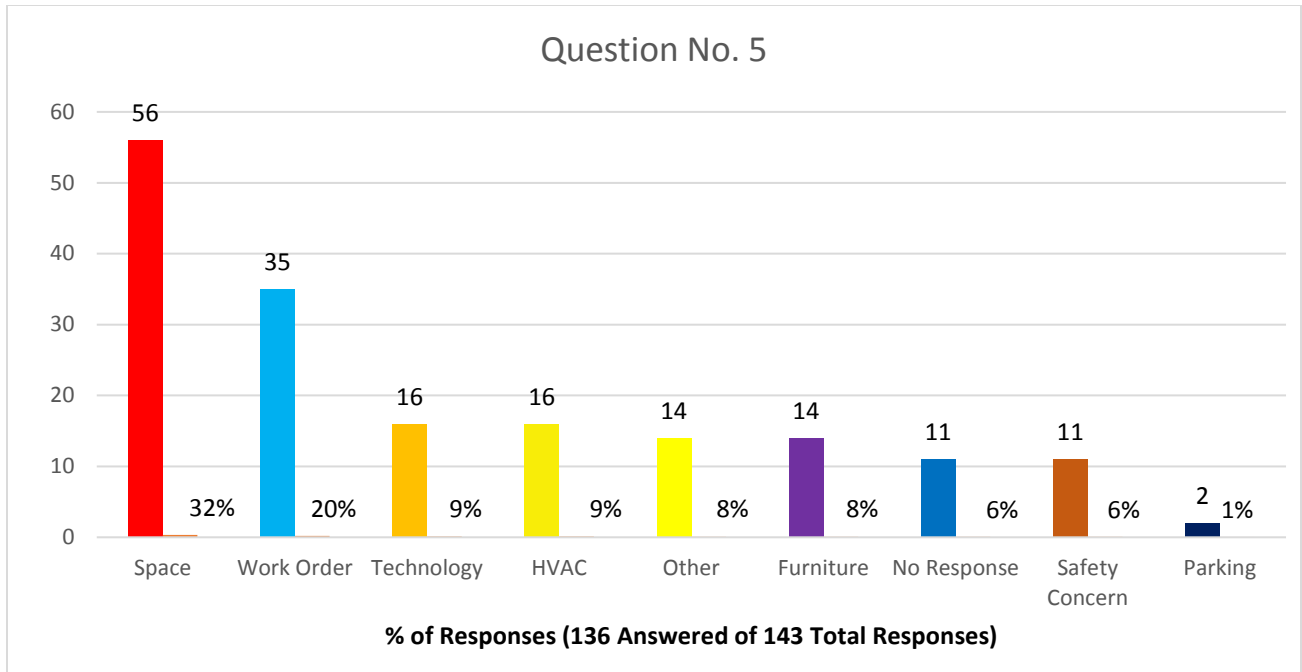
A total number of 143 surveys were returned. There were 137 answered and 6 skipped. Of the 137 answered, 63 (41%) were categorized as *space*, 49 (32%) as *well maintained*, 23 (15%) as *good location*, 13 (8%) as *technology*, and 6 (4%) as *no response*.



Overall the responses suggest respondents are satisfied with their space allocation, their location, and the overall maintenance of the facilities and grounds.

5. Regarding the building/room you use most for your job, what are the challenges about the space?

A total number of 143 surveys were returned. There were 136 answered and 7 skipped. Of the 136 answered, 56 (32%) were categorized as *space*, 35 (20%) as *work order*, 16 (9%) as *technology*, 16 (9%) as *HVAC*, 14 (8%) as *other*, 14 (8%) as *furniture*, 11 (6%) as *no response*, 11 (6%) as *security concern*, and 2 (1%) as *parking*.



Survey responses identified the following challenges with regard to space:

- Space for private/confidential conversations
- Improvement in space to allow efficient workflow (i.e., following student upon entry to Admissions)
- Concern for safety in open spaces

Some challenges with regard to space, including the need for private/confidential space, reflect the need for reconfiguration of existing space and/or appropriate furnishings to accommodate needs.

Multiple responses suggest the Academic Center for Excellence (ACE) area may also benefit from a redesign of its current configuration. Facilities representatives will consult with Academic Center of Excellence representatives and key personnel to discuss the needs of the department to identify potential solutions to maximize space utilization.

Responses categorized as “other” included a variety of challenges. This information will be shared with respective departments for potential action.

Responses categorized as “work order” included topics such as custodial issues, lighting, painting, and leaking ceilings which is occurring as a result of aging roofs. Faculty and staff will be encouraged to submit these items to Physical Plant through the work order system for review, action, and possible consideration for future projects. The survey responses also mentioned issues with HVAC/temperature control. The College currently operates on a two-pipe system and is exploring potential solutions to

this issue. Kaskaskia College has recently joined Illinois Green Economy Network (IGEN) and will be seeking assistance with moving to a more energy efficient plan. Meetings discussing sustainable energy using solar power are ongoing.

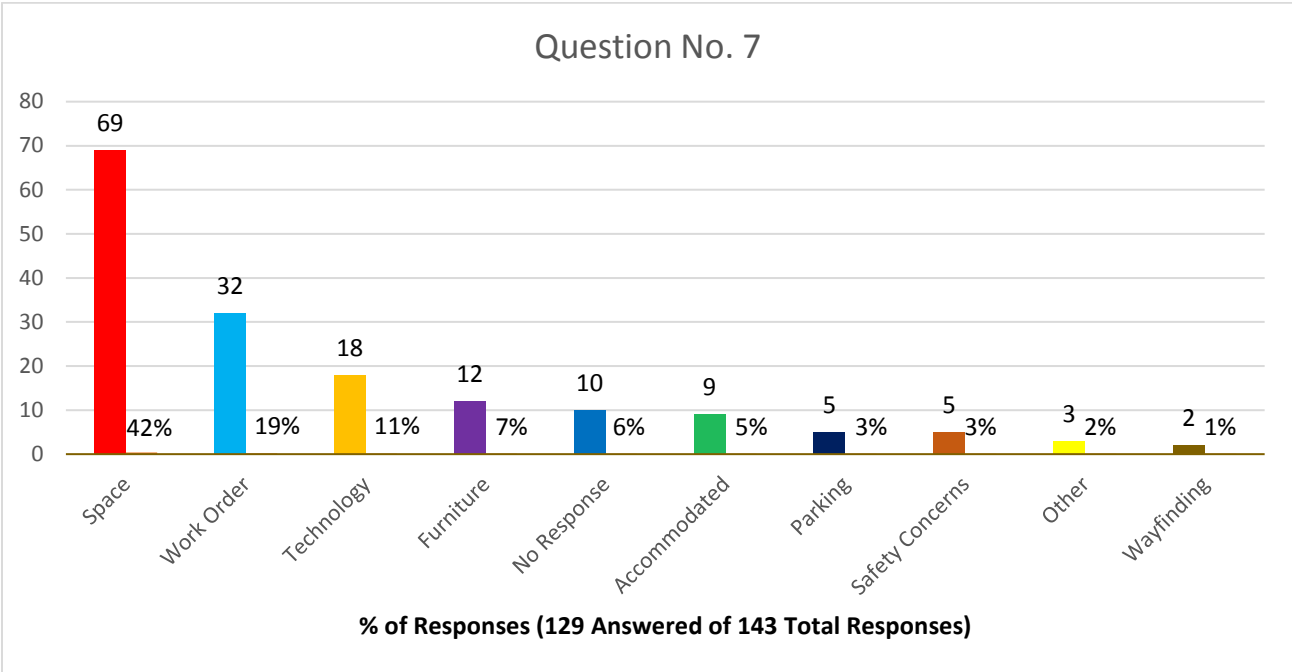
6. What are the most recent two improvements made to your area in the past five years?

A total number of 142 surveys were returned. There were 136 answered and 6 skipped. This question was intended to prompt respondents to become more physically aware of their surroundings.

The College received positive feedback from stakeholders acknowledging improvements made in their respective areas throughout the Main Campus and Education Centers including new flooring, painting and increased security measures. Please see survey responses for more detail.

7. What building/space needs do you foresee in the future?

A total number of 143 surveys were returned. There were 129 answered and 14 skipped. Of the 129 answered, 69 (42%) were categorized as *space*, 32 (19%) as *work order*, 18 (11%) as *technology*, 12 (7%) as *furniture*, 10 (6%) as *no response*, 9 (5%) as *accommodated*, 5 (3%) as *parking*, 5 (3%) as *safety concerns*, 3 (2%) as *other*, and 2 (1%) as *wayfinding*.



Similar to responses to other questions, the future space needs of departments may be satisfied through reconfiguration of existing space and/or furnishings. The detailed

analysis of Question No. 3 (Please identify your building/room number.) will inform the next actions to be taken. Once specific needs are identified, Facilities representatives and key personnel will meet with department representatives to identify potential solutions.

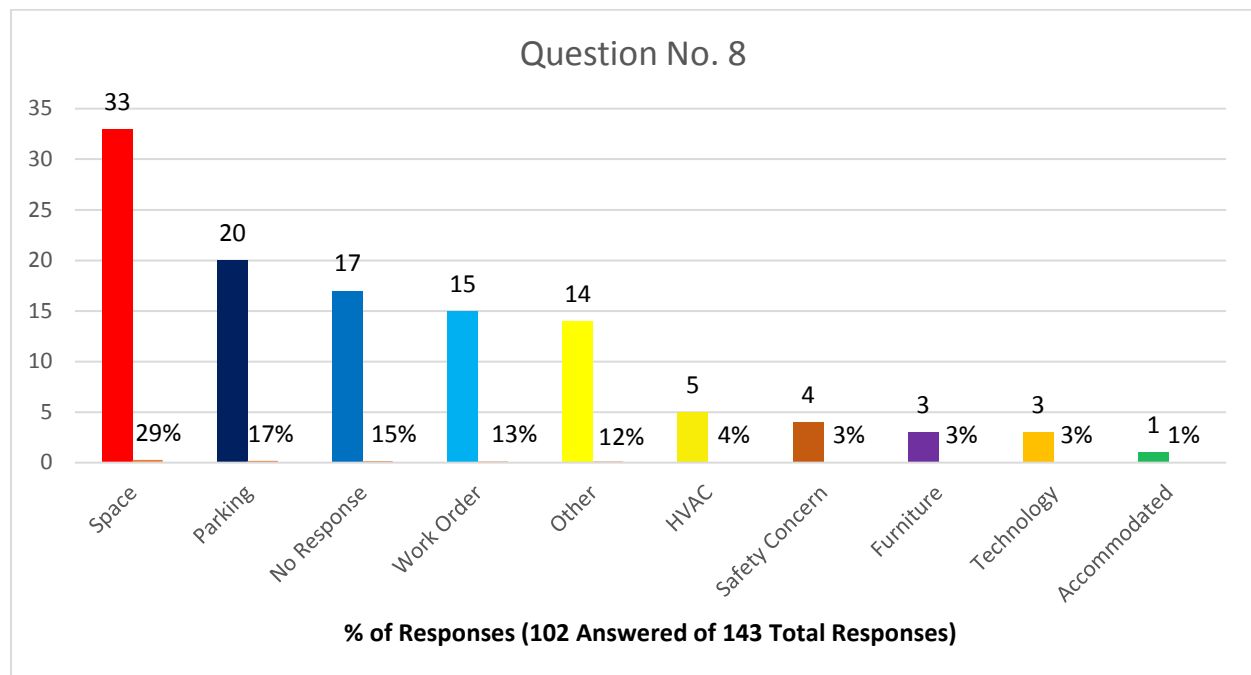
The need for additional space for students to study both individually and in groups, as well as space to relax and lounge, was also reiterated the responses to this question.

Responses categorized as “work order” included topics such as roofs; flooring, to include carpeting; and other custodial issues. Future projects identified in the MFIP will address the majority of these issues.

Please see survey responses for more detail which reflects the diversity of needs across departments and locations.

8. What opportunities exist for a demand for future capital projects at the Kaskaskia College Main Campus, Education Centers and/or Crisp Technology Center?

A total number of 143 surveys were returned. There were 102 answered and 41 skipped. Of the 102 answered, 33 (29%) were categorized as *space*, 20 (17%) as *parking*, 17 (15%) as *no response*, 15 (13%) as *work order*, 14 (12%) as *other*, 5 (4%) as *HVAC*, 4 (4%) as *safety concern*, 3 (3%) as *furniture*, 3 (3%) as *technology*, and 1 (1%) as *accommodated*.



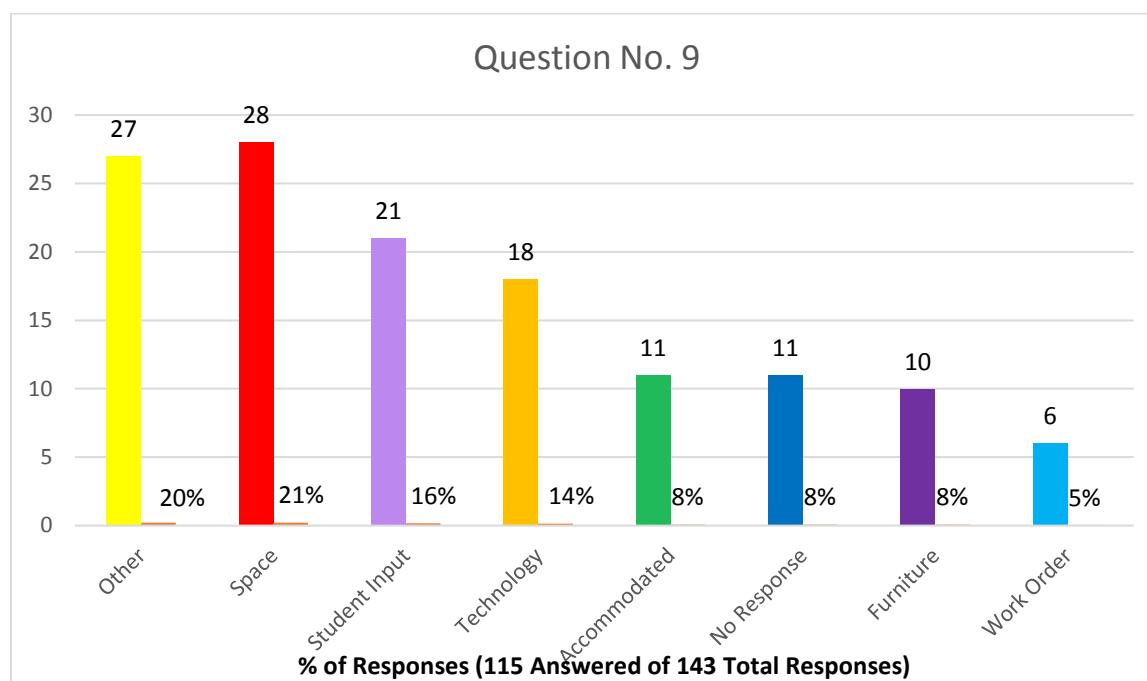
Responses to this question categorized as “space” issues will be addressed in a similar manner as those related to space received in previous questions.

Feedback also suggested the use of solar energy and other sustainable energy sources. As stated previously, the College has recently joined Illinois Green Economy Network (IGEN) and will be seeking assistance to transition to a more energy efficient plan. In addition, the College is working with its energy provider to explore solar energy opportunities that may provide additional benefits to the College.

A number of responses categorized as “other” reflected opportunities to expand instructional offerings and were not specifically related to facilities needs.

9. How can our facilities be more mission and student-centered?

A total number of 143 surveys were returned. There were 115 answered and 28 skipped. Of the 115 answered, 27 (20%) were categorized as *other*, 28 (21%) as *space*, 21 (16%) as student input, 18 (14%) as *technology*, 11 (8%) as *accommodated*, 11 (8%) as *no response*, 10 (8%) as *furniture*, and 6 (5%) as *work order*.



Responses categorized as “other” included topics related to increased student access to facilities and services. Additional responses included suggestions for marketing and improvements in student service areas.

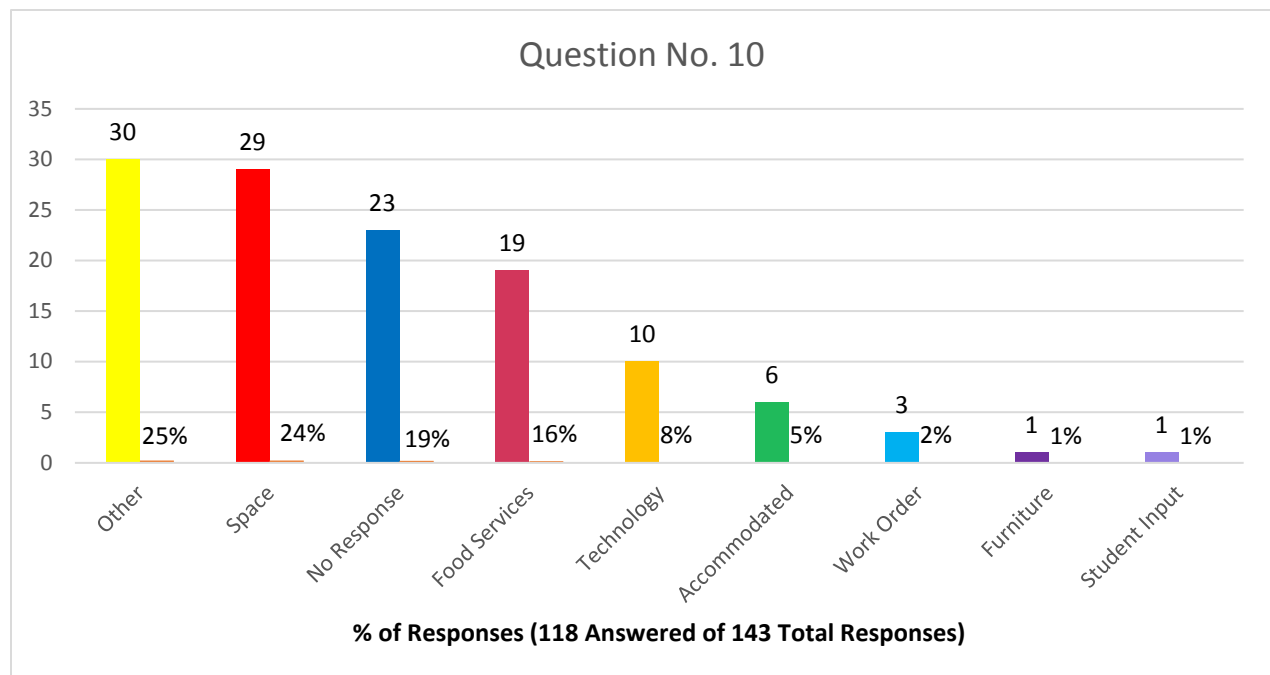
Space-related responses suggest the need for independent and group study areas for students. Responses also suggest the need for enhanced leisure areas for students.

Faculty and staff needs include space to support confidential discussions and additional meeting rooms.

Respondents also acknowledged the importance of soliciting student input when developing plans for improvement in the College’s facilities.

10. What is one campus feature you have observed at another college’s campus that you believe would serve Kaskaskia College students well?

A total number of 143 surveys were returned. There were 118 answered and 25 skipped. Of the 118 answered, 30 (25%) were categorized as *other*, 29 (24%) as *space*, 23 (19%) as *no response*, 19 (16%) as *food services*, 10 (8%) as *technology*, 6 (5%) as *accommodated*, 3 (2%) as *work order*, 1 (1%) as *furniture*, and 1 (1%) as *student input*.



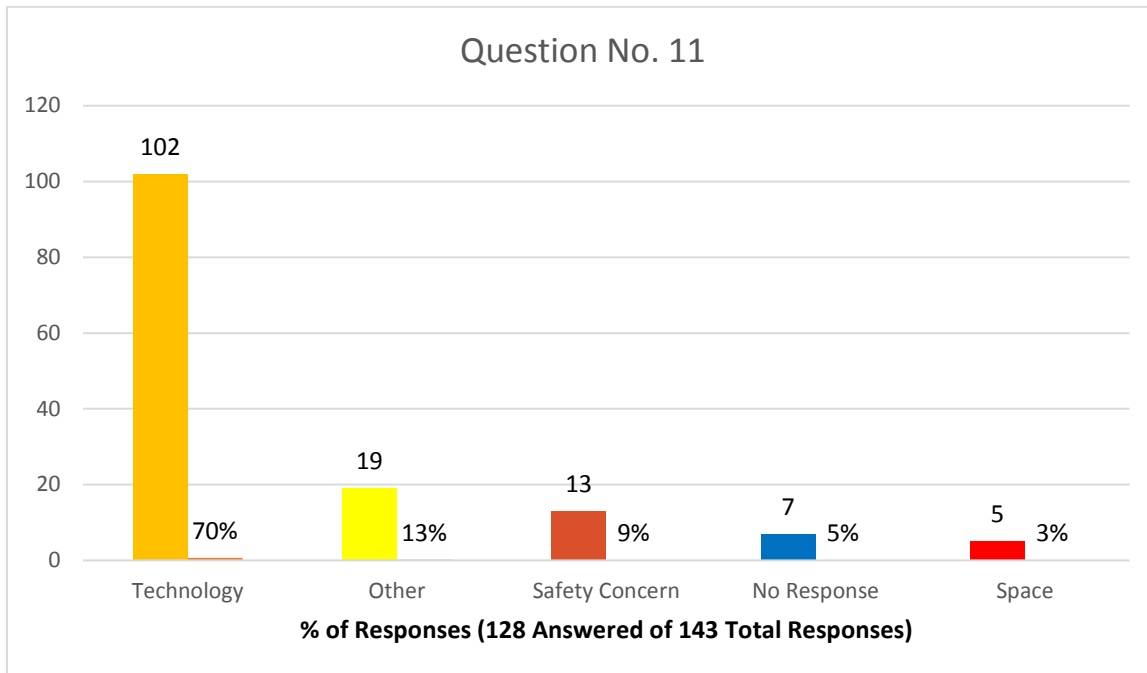
Responses categorized as “other” did not reflect any common elements related to facilities. Responses in this category will be shared with appropriate College leadership for review and consideration.

Responses categorized as “space” include topics such as dedicated instructional space for identified programs and additional study space and enhanced leisure areas for students.

Many respondents suggested the need for enhanced food service opportunities to include a coffee bar, a sandwich cart between buildings, and accessibility to food in outlying facilities on the Main Campus.

11. What technology needs do you foresee for Kaskaskia College in the future?

A total number of 143 surveys were returned. There were 128 answered and 15 skipped. Of the 128 answered, 102 (70%) were categorized as *technology*, 19 (13%) as *other*, 13 (9%) as *safety concern*, 7 (5%) as *no response*, and 5 (3%) as *space*.



Responses received regarding Information Technology were shared with the Chief Information Officer to be utilized in the development of the Master Information Technology Plan (MITP). Responses received regarding Security were shared with the Director of Public Safety to be utilized in the development of the Security and Emergency Management Plan.

Responses categorized as “other” were primarily not related to facilities and will be shared the respective departments.

12. Please share any final thoughts or ideas about the Kaskaskia College Main Campus, Education Centers, and Crisp Technology Center (buildings and grounds).

Results for this question are largely consistent with items cited in responses to previous questions. Overall the responses show positive attitudes toward the facilities and grounds. Several comments addressed potential improvements to instructional programs and student support services. Respondents also expressed appreciation for the opportunity to provide input for this very important project.

Please see survey responses for more detail.

MFIP SURVEY NARRATIVE SUMMARY

The cumulative results of the survey show the College has made great progress in improving the College facilities overall. The parking lots, however, are a major concern and plans are being made to fund this large project in phases over time.

Overall responses relating to safety and security suggest the College is being successful in its efforts to provide a safe and secure environment for the campus community.

The number of items categorized as “work orders” identified the need to educate faculty and staff on the work order submission process. These items will be reviewed by the Facilities Department representatives for possible consideration for future projects.

This Plan is to focus on the condition and future of the facilities. Any equipment-related responses will be referred to the established 3-Year Equipment Plan (3-YEP) for appropriate dissemination. Facilities representatives will offer suggestions in planning for projects. For example, the evaluation process for replacing carpet should prioritize those areas in high traffic and student areas at a higher level than offices that do not directly serve students.

Responses that were unique to the specific buildings/rooms will be shared with appropriate College administrators for use in determining area needs and budget allocations.

The MFIP is an ancillary plan to the Strategic Plan and will document how the projects listed align with the Strategic Plan and Institutional Goals. Each project will have one or more goal identifier(s) listed to reflect how the MFIP links to the Strategic Plan.

Q1 What one word, phrase, or sentence summarizes your perception of the physical Kaskaskia College Main Campus, Education Centers and Crisp Technology Center (buildings and grounds)?

Answered: 137

Skipped: 6

#	RESPONSES	DATE
1	Rural, clean and well kept	2/13/2020 2:08 PM
2	Welcoming.	2/10/2020 11:20 AM
3	modern	2/10/2020 9:45 AM
4	Very clean and welcoming	2/10/2020 9:19 AM
5	Better	2/10/2020 7:38 AM
6	Attractive	2/10/2020 6:16 AM
7	Kaskaskia College's physical presence is very beautiful and inviting, and recent additions such as the painting, canvases, new banners, along with the infrastructure improvements has only enhanced the College's appearance and usability.	2/9/2020 2:12 PM
8	Overall I think that the facilities are very well kept. Some things could use updating like the music department and the student area in the upper cafeteria but other than that I am pleased with the campus and education centers.	2/9/2020 12:57 PM
9	kept in good condition and always being updated	2/7/2020 9:55 PM
10	Very mindful of student needs.	2/7/2020 5:33 PM
11	Nice but room for improvements, all parking areas.	2/7/2020 4:39 PM
12	Excellent place to work. Parking lots are in rough shape.	2/7/2020 3:28 PM
13	good with little improvment	2/7/2020 3:14 PM
14	Transition - heading in the right direction	2/7/2020 3:01 PM
15	Well kept, but slightly outdated in some parts.	2/7/2020 2:03 PM
16	Inviting. Conducive to learning.	2/7/2020 1:24 PM
17	Clean	2/7/2020 1:21 PM
18	Improving	2/5/2020 10:31 PM
19	Beautiful, clean	2/5/2020 9:29 AM
20	Clean and well maintained, but dated in sections. A bit cold and industrial.	2/5/2020 9:27 AM

21	Nice	2/4/2020 12:33 PM
22	Work in progress	2/4/2020 11:36 AM
23	• Welcoming yet professional.	2/4/2020 11:25 AM
24	Clean / Neat	2/4/2020 11:02 AM
25	very well kept	2/4/2020 7:52 AM
26	Ever Changing	2/3/2020 3:53 PM
27	Neat, clean, safe, accessible and well maintained.	2/3/2020 3:10 PM
28	Main Campus is outdated and tired looking.	2/3/2020 2:56 PM
29	Well kept, attractive, inviting. (Understandably more than one word or phrase)	2/3/2020 2:50 PM
30	Mostly adequate	2/3/2020 2:46 PM
31	Needs modernization	2/3/2020 2:38 PM
32	adequate	2/3/2020 2:33 PM
33	They are nice.	2/3/2020 2:31 PM
34	In my view the college is very inviting, well kept, clean and modern.	2/3/2020 2:30 PM
35	Enjoyable	2/3/2020 2:15 PM
36	Improving	2/3/2020 2:06 PM
37	Excellence	2/3/2020 2:05 PM
38	clean	1/30/2020 2:59 PM
39	n/a	1/30/2020 2:32 PM
40	updates in progress	1/30/2020 1:29 PM
41	Sufficient for the current amount of students, but could predict future problems.	1/30/2020 10:32 AM
42	Outdated but well kept	1/30/2020 9:24 AM
43	clean and inviting	1/30/2020 9:05 AM
44	Well maintained	1/30/2020 8:36 AM
45	It is very pristine and well maintained	1/29/2020 10:37 PM
46	Clean	1/29/2020 7:45 PM
47	Functional and affordable	1/29/2020 5:39 PM
48	manicured	1/29/2020 4:55 PM
49	In good condition	1/29/2020 3:16 PM
50	Kc is great.	1/29/2020 2:08 PM

51	The main campus could stand updates;Nashville education center is a nice modern building. I have not been to the Crisp Technology Center.	1/29/2020 11:24 AM
52	Alone we can do little, together we can do much	1/28/2020 6:29 PM
53	Dated.	1/28/2020 3:44 PM
54	friendly environment for our students	1/28/2020 2:06 PM
55	getting better every day	1/28/2020 1:18 PM
56	Many updates have been made, but more are still needed to enhance our students experience.	1/28/2020 9:06 AM
57	well kept	1/28/2020 9:05 AM
58	adequate given the equipment provided	1/27/2020 2:17 PM
59	Nice, but a little outdated.	1/27/2020 1:29 PM
60	aging infrastructure with visual improvements	1/27/2020 12:22 PM
61	aging but improving	1/27/2020 12:08 PM
62	Aging but showing improvement.	1/27/2020 11:52 AM
63	Looking good and up to date for a small college.	1/27/2020 11:29 AM
64	good	1/27/2020 11:10 AM
65	Looking better.	1/27/2020 9:47 AM
66	Nice and very well kept and clean.	1/27/2020 9:11 AM
67	willing to do what it takes to get the job done	1/27/2020 8:44 AM
68	Positive, relaxing atmosphere for our students to advance their learning experiences.	1/26/2020 3:35 PM
69	New and up to date	1/26/2020 10:40 AM
70	Improving	1/25/2020 10:35 AM
71	Beautiful	1/24/2020 4:31 PM
72	Nicely kept	1/16/2020 11:11 AM
73	Clean, inviting, well-kept.	1/15/2020 2:59 PM

74	Beautiful, but some areas could use updating	1/15/2020 2:02 PM
75	The main campus still needs a few updates.	1/15/2020 12:13 PM
76	Continuous Improvement	1/15/2020 10:44 AM
77	Improving	1/15/2020 9:31 AM
78	1990s look.	1/14/2020 4:46 PM
79	The campus is clean and environmentally friendly	1/14/2020 4:43 PM
80	clean	1/14/2020 4:40 PM
81	Updates are needed	1/14/2020 4:27 PM
82	Beautiful Campus. The recent improvements have really made the college campus look really nice.	1/14/2020 4:24 PM
83	In transition	1/14/2020 4:22 PM
84	I am a Crisp Employee. The building & grounds have been incredibly maintained under Chane Lyons hire. We need to keep him there to keep that effort up.	1/14/2020 10:59 AM
85	Continually growing & improving	1/14/2020 10:43 AM
86	Improving	1/14/2020 10:37 AM
87	constantly improving	1/14/2020 10:30 AM
88	The Main Campus, Education Centers and Crisp Technology have a positive first-impression which includes the appearance of being welcoming and clean.	1/14/2020 10:12 AM
89	Spacious with elegance.	1/14/2020 9:59 AM
90	outdated but improving	1/14/2020 9:57 AM
91	Very clean and welcoming but the technology needs to be up kept every where including all education education centers.	1/14/2020 9:55 AM
92	welcoming and well maintained	1/14/2020 9:51 AM
93	Improving	1/14/2020 9:45 AM
94	improving	1/14/2020 9:40 AM
95	beautiful grounds	1/14/2020 9:36 AM

96	Good but not excellent	1/14/2020 9:34 AM
97	Modern, visually appealing, impressive	1/14/2020 9:24 AM
98	Much Improved	1/13/2020 3:52 PM
99	The main campus is attractive and continues to improve.	1/13/2020 3:44 PM
100	Inviting and well-maintained.	1/13/2020 3:41 PM
101	Well maintained	1/13/2020 3:37 PM
102	well-maintained	1/13/2020 3:34 PM
103	Adequate	1/13/2020 3:30 PM
104	Looks Nice	1/13/2020 3:26 PM
105	Pristine	1/13/2020 3:23 PM
106	Inviting, friendly and well maintained	1/13/2020 3:18 PM
107	Midcentury style high school	1/13/2020 3:16 PM
108	Beautiful	1/13/2020 3:12 PM
109	Professional	1/13/2020 3:09 PM
110	Well maintained	1/13/2020 3:07 PM
111	The Crisp Center, the Education Centers and much of the main campus looks very good, especially the grounds, but the two original buildings, especially the classrooms could use some work.	1/13/2020 3:04 PM
112	Main campus is a beautiful campus, grounds are well kept.	1/13/2020 3:01 PM
113	Well-maintained appearance	1/13/2020 2:58 PM
114	Impressive	1/13/2020 2:57 PM
115	The environment is conducive to learning.	1/13/2020 2:50 PM
116	All KC campuses have beautiful buildings and facilities.	1/13/2020 2:46 PM
117	Kaskaskia College has made many improvements in recent years to increase the aesthetics of both the main campus and the education centers; in turn, creating a more inviting environment for students, faculty, staff and community members.	1/13/2020 2:43 PM
118	Main campus needs some upgrades to HB since it is the first building students walk into. A student wants to feel like part of the campus and with that you have to establish a visual connection too.	1/13/2020 2:14 PM
119	Work in Progress	1/13/2020 2:11 PM

120	Beautiful	1/13/2020 2:09 PM
121	The appearance and functionality of the entire campus is improving and getting up graded which is nice.	1/13/2020 2:04 PM
122	Very nice and well-maintained	1/13/2020 2:02 PM
123	1. Main campus is a nice looking campus.	1/13/2020 1:57 PM
124	The appearance and functionality of the entire campus is improving and getting up graded which is nice.	1/13/2020 1:54 PM
125	Improving	1/13/2020 1:41 PM
126	Professional	1/13/2020 1:38 PM
127	Well maintained	1/13/2020 1:34 PM
128	Beautiful campus	1/13/2020 1:29 PM
129	Comfortable, safe and inviting.	1/13/2020 1:26 PM
130	Improving	1/13/2020 1:23 PM
131	Welcoming	1/13/2020 1:20 PM
132	Beautiful and has a university feel like SIUE	1/13/2020 1:18 PM
133	Safe, inviting and conducive for learning	1/13/2020 1:16 PM
134	Well maintained	1/13/2020 1:14 PM
135	Appealing	1/13/2020 1:04 PM
136	Clean and beautiful	1/13/2020 12:58 PM
137	Well maintained	1/13/2020 12:55 PM

Q2 What one physical improvement for the students would you make to the Kaskaskia College Main Campus, Education Centers and Crisp Technology Center if you could?

Answered: 134

Skipped: 9

#	RESPONSES	DATE
1	Improve the parking lots. They are in horrendous shape.	2/13/2020 2:08 PM
2	Improved parking lot grounds with clearer marked parking areas.	2/10/2020 11:20 AM
3	cover the bridge between the Library and AD building	2/10/2020 9:45 AM
4	Directional signage both interior and exterior	2/10/2020 9:19 AM
5	Student Center	2/10/2020 7:38 AM
6	Parking lot repairs and signage updates	2/10/2020 6:16 AM
7	Creating additional areas for students to lounge and study, in comfort along with more charging stations for phones, tablets and computers.	2/9/2020 2:12 PM
8	A new music wing that contains a smaller recital hall, actual soundproof practice rooms, a recording studio for the music business majors, more updated storage for instruments and a new music library.	2/9/2020 12:57 PM
9	none	2/7/2020 9:55 PM
10	Improvements to the roadways and parking areas.	2/7/2020 5:33 PM
11	Improve Student Center study area.	2/7/2020 3:28 PM
12	Offer more classes that help out community	2/7/2020 3:14 PM
13	re-surface the parking lot. Widen the area between gym and VA. (some people park back there and I find myself walking on the gravel by the gym to give them more space.)	2/7/2020 3:01 PM
14	More technology, and the teachers compliance with that.	2/7/2020 2:03 PM

15	Improvement of Parking lots	2/7/2020 1:24 PM
16	Tables and Chairs in all classrooms - HB 145 is terribly uncomfortable.	2/7/2020 1:21 PM
17	State of the art indoor practice facility. Something that would compliment the fitness center and would entertain large amounts of athletes.	2/5/2020 10:31 PM
18	Drainage to the West Parking lot	2/5/2020 9:29 AM
19	Main campus flooring, lights, heating/cooling, seating, and atmosphere in classroom.	2/5/2020 9:27 AM
20	Not sure. Maybe outdoor seating.	2/4/2020 12:33 PM
21	More inviting student common area	2/4/2020 11:36 AM
22	<ul style="list-style-type: none"> • Better outdoor seating for the students at the Vandalia campus. Better indoor seating for the students at the Greenville campus. 	2/4/2020 11:25 AM
23	Create of additional Student Centered areas	2/4/2020 11:02 AM
24	better lighting at night in back parking lot	2/4/2020 7:52 AM
25	Update to the Gym and the Facilities attached	2/3/2020 3:53 PM
26	Continue improvements for accessibility for all students and attractiveness of campus.	2/3/2020 3:10 PM
27	Main Campus—fix HVAC issues in HB and L buildings.	2/3/2020 2:56 PM
28	Parking lots repaired and proper lighting throughout campus and parking lots for safety of students. Ceiling tiles in HPC are wet from the leaking pipes. There is no doubt mold growing in our building. This will make many of us sick unless corrected. The boiler room in HPC is much cluttered with unused chairs and other program furniture. This needs to be cleared. Jennings and I walked the area a couple weeks ago and saw the clutter. This is a fire hazard around the heat of the machines in this room. If not used and not going to be used, get rid of the items. (Again, more than one item)	2/3/2020 2:50 PM
29	Make the heating/air conditioning more responsive to our needs, such as changing temperatures outside	2/3/2020 2:46 PM

30	More small meeting places	2/3/2020 2:38 PM
31	HVAC	2/3/2020 2:33 PM
32	Expanding the Fine Arts wing to allow for an expansion of the classes available to students.	2/3/2020 2:31 PM
33	More parking.	2/3/2020 2:30 PM
34	For the main campus, we need a LOT more security cameras. The police presence is great, but there is literally no coverage in the parking lots, or around the buildings. My car was hit in the parking lot, and there wasn't really anything I could do about it because there are so few angles/coverage is so bad.	2/3/2020 2:15 PM
35	Continue to keep modernizing the campus, attracts students.	2/3/2020 2:10 PM
36	more attention to ADA	2/3/2020 2:06 PM
37	Curve Appeal	2/3/2020 2:05 PM
38	water bottle filler fountains. better tasting water.	1/30/2020 2:59 PM
39	better tables in the ST upstairs as well as flooring in the classrooms upstairs in rooms ST 203 and ST 204 there are many loose floor tiles that are a potential trip/fall hazard for students and employees. ST 204 has several damaged desks that are a safety hazard (cracked seat bases that can pinch students legs	1/30/2020 2:32 PM
40	online payment option	1/30/2020 1:29 PM
41	EXPAND PARKING LOT	1/30/2020 10:32 AM
42	I would add a coffee shop that is open later than the cafeteria so students can get coffee and eat. I would also add a study building that is open 24/7 via access card.	1/30/2020 9:24 AM
43	Would like to see water bottle filling stations with filtered water.	1/30/2020 9:05 AM
44	An area for the culinary class that doesn't have to be shared with the cafeteria.	1/30/2020 8:36 AM
45	The fine arts "Hallway" is not big enough for the program. The fine art majors do just as much as the nursing majors do. The fine art majors of music need an addition to allow them to flourish and to focus without distractions.	1/29/2020 10:37 PM

46	Updated computers in the library, like those in the TRIO area	1/29/2020 7:45 PM
47	Better chairs in classrooms for posture	1/29/2020 5:39 PM
48	Improve the area where the trash dumpsters are located, particularly behind HPC. An observers eyes get drawn away from the new white rock creek and see a ugly rusty dumpster sitting in a mucky bog with trash overflowing on the days the trash people neglect us. Wouldn't take too much money to add a bigger concrete pad and driveway and possible create an enclosure for it similar to the one behind FA	1/29/2020 4:55 PM
49	Fix the drainage problem in the front parking lot of the main campus.	1/29/2020 3:16 PM
50	Well, mainly I would add certain things like a band room , practice rooms that are sound proof etc. In the music hall	1/29/2020 2:08 PM
51	I think that the classrooms and labs could use some updates.	1/29/2020 11:24 AM
52	LESS... soda and candy vending machines (not healthy)	1/28/2020 6:29 PM
53	Designated/Dedicated Students Commons Lounge Area.	1/28/2020 3:44 PM
54	Parking lot needs to be fixed up to not flood, but I know that is not easy to do.	1/28/2020 2:06 PM
55	better hvac and heating	1/28/2020 1:18 PM
56	Student Lounge areas inside and outside.	1/28/2020 9:06 AM
57	Fix the parking lots. Safer walk-way from East parking lot	1/28/2020 9:05 AM
58	na	1/27/2020 2:17 PM
59	Update the FA hallway, classrooms and dressing room.	1/27/2020 1:29 PM
60	some upgraded furniture and sitting places	1/27/2020 12:22 PM
61	better hvac so the temperature is more controlled	1/27/2020 12:08 PM
62	More manageable and up to date heating and cooling.	1/27/2020 11:52 AM

63	LED lighting in the AEC building classrooms and need to change the stair treads on the stairwells on the AEC building.	1/27/2020 11:29 AM
64	resurface parkinglots	1/27/2020 11:10 AM
65	More signs.	1/27/2020 9:47 AM
66	Improve parking lots and roadways	1/27/2020 9:11 AM
67	idk	1/27/2020 8:44 AM
68	Outdoor seating for students to gather in front of the security station - HB entrance.	1/26/2020 3:35 PM
69	Repair roads and parking lots	1/26/2020 10:40 AM
70	Update student lounge/common area	1/25/2020 10:35 AM
71	repair parking lots - main campus	1/24/2020 4:31 PM
72	Additional Signage on or along the pathways to the buildings	1/16/2020 11:11 AM
73	Fix the back parking lot at main campus.	1/15/2020 2:59 PM
74	Fix the concrete in the parking areas.	1/15/2020 2:02 PM
75	Heating/cooling (Main Campus) some areas are so cold that students sit with their coats on all year round.	1/15/2020 12:13 PM
76	Way finding signage	1/15/2020 10:44 AM
77	The back parking lot. It's not in very good shape and it seems like it's cramped when parking.	1/15/2020 9:31 AM
78	Make the heating and cooling better in the Auditorium	1/14/2020 4:46 PM
79	More signs or maps of campus to help students find classrooms	1/14/2020 4:43 PM
80	more outdoor benches	1/14/2020 4:40 PM
81	More areas for relaxation/down time on the east side of campus near ST bldg	1/14/2020 4:27 PM
82	More places to eat lunch outside to enjoy the weather.	1/14/2020 4:24 PM
83	Multi configuration, multi-use space. This would have configurable tables, small group workspaces, etc.	1/14/2020 4:22 PM
84	The main campus seems to have some couches / TV's. The crisp has tables for eating, but not a place to unwind like the main campus.	1/14/2020 10:59 AM
85	Better, faster, more dependable internet service.	1/14/2020 10:43 AM
86	Technology accessibility throughout campus	1/14/2020 10:37 AM

87	more areas for students to hang out and/or study improve the areas we already have for them with updated furniture, technology, gaming, etc	1/14/2020 10:30 AM
88	In addition to the Student Loft, remodel the first floor of the Student Center to include small group areas for students to gather, study or socialize.	1/14/2020 10:12 AM
89	Easier access on website. If they could open site & click icon and go immediately to their email. They may start to use it then.	1/14/2020 10:06 AM
90	Fix the front parking lot with one-way directional arrows on pavement and signage; and needs drainage	1/14/2020 9:59 AM
91	update circulation space, technology, & furniture	1/14/2020 9:57 AM
92	New computers in the main area at the crisp. There is not area at the crisp for the students to relax. Most of the students are there all day long.	1/14/2020 9:55 AM
93	the parking area	1/14/2020 9:51 AM
94	Copiers for student use. Color copiers for faculty	1/14/2020 9:45 AM
95	technological accessibility throughout campus	1/14/2020 9:40 AM
96	couches, benches in hallways & student areas for studying/hanging out	1/14/2020 9:36 AM
97	Exterior & interior lighting (LED) parking Technology - computers are extremely slow compared to industry	1/14/2020 9:34 AM
98	None that we can think of.	1/14/2020 9:24 AM
99	More places to kick your feet up, and maybe bring back pool table, or some other fun things anyone can play.	1/13/2020 3:52 PM
100	Main Campus - Develop an outside gathering place for students in the quad.	1/13/2020 3:44 PM
101	Updated food service center. The present one is very small. It is also very dated. Considering it is "the only game in town" it could do with an upgrade.	1/13/2020 3:41 PM
102	Update the paint in every location on a 7-10 year cycle.	1/13/2020 3:37 PM
103	I can't think of anything other than adding additional parking in the Main Campus' front lot. I have no idea where there would be space for that, though.	1/13/2020 3:34 PM
104	Better defined and nice student lounge/hang out/ study spaces	1/13/2020 3:30 PM

105	I think it would benefit the students if we had improved facilities for lunch breaks here at the Trenton Center. Our break room has folding tables and chairs and there is no outdoor seating. We have students who are here for 6-8 hours for the Electrical Program and CNA program. Most of these students bring lunch in and use the break room. I'd like to improve the seating available in the break room and paint the room. There is a grassy area at the northeast corner of the building where a concrete pad could be poured to accommodate outdoor seating such as a picnic table with an umbrella.	1/13/2020 3:27 PM
106	Furniture	1/13/2020 3:26 PM
107	The Main Campus if new flooring or wall painting: I would have color coded lines leading to the different locations like ST, AD, HB, A, etc. like some hospitals have. During the career fair the eight-graders were confused when it came to the 2nd floor by the Drafting Room.	1/13/2020 3:23 PM
108	Perhaps a covered walkway to the main building	1/13/2020 3:18 PM
109	A large two story new enclosed entrance to HB that replaces the existing outdoor patio, bounded on the east by the exterior wall of HB and on the south by the FA exterior wall. This sort of large, two story, well lit space would create both a welcoming entrance to campus for making a first impression, study, social and eating space for students between class. It would be the natural hub of students gathering. The majority of students would naturally walk through like they do the HB hallway (which is the center of student culture) presently, but it would be large enough and inviting enough to encourage people to sit, study, eat without having to commit to going through a doorway like you do to go into the library, or into the cafeteria.	1/13/2020 3:16 PM
110	All have a dedicated group study room	1/13/2020 3:12 PM
111	Replace the flooring in front of the Auditorium. Replacing chairs and couches in HB 100 for the students who use them when they are waiting.	1/13/2020 3:09 PM
112	THANK YOU for the loft area being renovated.	1/13/2020 3:07 PM
113	I think that maybe some of the counters, such as the check-in area in the library and at the welcome desk are higher than a student in a wheelchair would comfortably use. The welcome desk does have a lower counter mid-way but there is usually a bowl there and the enrollment specialist sit at either ends of the counter making it	1/13/2020 3:04 PM

necessary to move stuff around. At the education centers the welcome center desks do not have chairs available for a student to sit down, even worse some of them do not usually have anyone sitting there.

114	Main campus: adding an outdoor gathering space for students.	1/13/2020 3:01 PM
115	Improvement of the parking lot conditions—in structure, striping and signage.	1/13/2020 2:57 PM
116	A comfortable place to students to study, visit, relax between classes. Some students take multiple classes and are at the center most of a day.	1/13/2020 2:50 PM
117	Redo Kaskaskia Room in HB building.	1/13/2020 2:46 PM
118	More student lounge areas but I'm sure we're already looking into that. I also have seen larger tutoring programs at other colleges which are highly successful. I would like to see KC expand even farther with tutoring. I.e. building and staff.	1/13/2020 2:14 PM
119	Outside seating or shelter on the east side of the main campus.	1/13/2020 2:11 PM
120	More suitable scheduling and operational hours.	1/13/2020 2:04 PM
121	The space left between the library building and ST-building should be cleaned and provided with some nice sitting places decorated with flower gardens for KC students.	1/13/2020 1:57 PM
122	More suitable scheduling and operational hours.	1/13/2020 1:54 PM
123	More seating in the ST Hallway	1/13/2020 1:41 PM
124	Parking lot level improvement	1/13/2020 1:38 PM
125	The west parking lot needs to be leveled so it doesn't flood.	1/13/2020 1:34 PM
126	More area for students between classes in ST halls-table, chairs, benches	1/13/2020 1:29 PM
127	The venting system on the front line where we make hamburgers. The smoke goes onto the music classrooms when we use the charbroiler.	1/13/2020 1:26 PM
128	Seating in the hallways	1/13/2020 1:23 PM
129	Improved HVAC/Temperature control in general access areas. Not familiar with classrooms, but the cafeteria and hall ways are very cold.	1/13/2020 1:20 PM
130	Technology update	1/13/2020 1:18 PM

131	Restructuring of the kitchen vent hood system and music department HVAC system which at present intersect and prevent kitchen staff and culinary arts department (instructor and students) from using the char broiler and indoor gas grill which are competencies culinary students are required to master.	1/13/2020 1:16 PM
132	Add small, comfortable areas where students can relax or work on homework or a project together. Needs to be technology-friendly and possibly some should include a flat screen to display an assignment, video, etc.	1/13/2020 1:14 PM
133	Plans are already underway for renovating the Student Center Loft. This renovation is long overdue and when completed, will provide a wonderful space for our students to relax and hang out. Many college campuses have dedicated space for a coffee house. This addition might make our campus more attractive to prospective students and something to consider as a long term goal. There needs to be outside signage directing guests to locations such as Admissions, Advising, Cashiers, Financial Aid, Bookstore, Jane Knight Auditorium, Academic Center of Excellence (Testing Center), etc. Guests do not seem to notice the lettering on the buildings, and without a map in hand, the letters mean nothing. Several times a week students and visitors come to the LLC searching for a specific office. If I am in my office, I physically walk them to their destination, but there are times when I am not in my office, so those individuals walk around lost until they find someone to help.	1/13/2020 1:04 PM
134	Parking lot in back is crumbling and when it rains, water pools	1/13/2020 12:58 PM

Q3 Please identify your building and room number

Answered: 138 Skipped: 5

#	RESPONSES	DATE
1	AD203A	2/13/2020 2:08 PM
2	HB105	2/10/2020 11:20 AM
3	HB105	2/10/2020 9:45 AM
4	HB 200 area	2/10/2020 9:19 AM
5	ST127	2/10/2020 7:38 AM
6	Main Entrance	2/10/2020 6:16 AM
7	Library building 236	2/9/2020 2:12 PM
8	HB room 105	2/7/2020 5:33 PM
9	Public safety team all buildings	2/7/2020 4:39 PM
10	HB Public Safety Desk.	2/7/2020 3:28 PM
11	HB security desk	2/7/2020 3:14 PM
12	AD106	2/7/2020 3:01 PM
13	Music Hallway.	2/7/2020 2:03 PM
14	HB 103	2/7/2020 1:24 PM
15	AD 206	2/7/2020 1:21 PM
16	Dont have a room.....my field is above average, but our conference does not have many good examples for comparison. Upgrades are always welcome. Drainage is a huge issue	2/5/2020 10:31 PM
17	HB143	2/5/2020 9:29 AM
18	L 104, 101, HB 217	2/5/2020 9:27 AM
19	PC 119	2/4/2020 12:33 PM
20	HB	2/4/2020 11:36 AM
21	Vandalia/Greenville	2/4/2020 11:25 AM
22	N	2/4/2020 11:02 AM
23	L234	2/4/2020 7:52 AM

24	HB 115	2/3/2020 3:53 PM
25	ST Laboratories	2/3/2020 3:10 PM
26	HB	2/3/2020 2:56 PM
27	HPC 122, office HPC 104	2/3/2020 2:50 PM
28	L building	2/3/2020 2:46 PM
29	AD 104B	2/3/2020 2:38 PM
30	AEC 110	2/3/2020 2:33 PM
31	N/A	2/3/2020 2:31 PM
32	HPC/Child Care	2/3/2020 2:30 PM
33	MC	2/3/2020 2:15 PM
34	Fitness Center/Gym	2/3/2020 2:10 PM
35	AD Building	2/3/2020 2:06 PM
36	Gym	2/3/2020 2:05 PM
37	main campus	1/30/2020 2:59 PM
38	ST	1/30/2020 2:32 PM
39	HPC 149	1/30/2020 1:29 PM
40	Main Campus	1/30/2020 10:32 AM
41	Main campus	1/30/2020 9:24 AM
42	AD203	1/30/2020 9:05 AM
43	ACE	1/30/2020 8:36 AM
44	Fine arts...all rooms	1/29/2020 10:37 PM
45	Main Campus	1/29/2020 7:45 PM
46	Main Campus	1/29/2020 5:39 PM
47	HP	1/29/2020 4:55 PM
48	Main Campus	1/29/2020 3:16 PM
49	Main campus	1/29/2020 2:08 PM
50	Main Campus	1/29/2020 11:24 AM
51	All of them	1/28/2020 6:29 PM

52	A 107	1/28/2020 3:44 PM
53	HB 207	1/28/2020 2:06 PM
54	va 106	1/28/2020 1:18 PM
55	Fitness Center, KCSA Building and Sports Complex	1/28/2020 9:06 AM
56	VA100	1/28/2020 9:05 AM
57	na	1/27/2020 2:17 PM
58	All of FA hallway and classrooms	1/27/2020 1:29 PM
59	Boiler room / main campus	1/27/2020 12:22 PM
60	va 106	1/27/2020 12:08 PM
61	All	1/27/2020 11:52 AM
62	AEC building and room 102, 105, 111, 112, 104, 107,108.	1/27/2020 11:29 AM
63	L 107	1/27/2020 11:10 AM
64	LLC	1/27/2020 9:47 AM
65	HPC	1/27/2020 9:11 AM
66	va	1/27/2020 8:44 AM
67	Gym and AD	1/26/2020 3:35 PM
68	Tennis Courts and Soccer Field ST 128	1/26/2020 10:40 AM
69	GYM, G002	1/25/2020 10:35 AM
70	VA 100	1/24/2020 4:31 PM
71	ST132	1/16/2020 11:11 AM
72	ST 121	1/15/2020 2:59 PM
73	ST132	1/15/2020 2:02 PM
74	Main Campus L 127	1/15/2020 12:13 PM
75	AD 204	1/15/2020 10:44 AM
76	ST 121	1/15/2020 9:31 AM
77	ST121	1/14/2020 4:46 PM
78	ST 121	1/14/2020 4:43 PM
79	ST121	1/14/2020 4:40 PM
80	ST 121	1/14/2020 4:27 PM

81	ST 121	1/14/2020 4:24 PM
82	ST 121	1/14/2020 4:22 PM
83	Crisp 106 classroom	1/14/2020 10:59 AM
84	PC 119-121	1/14/2020 10:43 AM
85	HPC	1/14/2020 10:37 AM
86	AD 204	1/14/2020 10:30 AM
87	AD105____	1/14/2020 10:12 AM
88	112 Crisp	1/14/2020 10:06 AM
89	Main	1/14/2020 9:59 AM
90	A 200	1/14/2020 9:57 AM
91	Crisp Welding	1/14/2020 9:55 AM
92	HPC building office 120, classroom PC 143 & 125	1/14/2020 9:51 AM
93	PC 157-168	1/14/2020 9:45 AM
94	HPC	1/14/2020 9:40 AM
95	HB 231	1/14/2020 9:36 AM
96	Trenton	1/14/2020 9:34 AM
97	ST 210 ST 210A	1/14/2020 9:24 AM
98	ST 121	1/13/2020 3:52 PM
99	HB 123	1/13/2020 3:44 PM
100	ACE	1/13/2020 3:41 PM
101	HB 100	1/13/2020 3:37 PM
102	L 130	1/13/2020 3:34 PM
103	HB	1/13/2020 3:30 PM
104	Trenton Center	1/13/2020 3:27 PM
105	HB 100	1/13/2020 3:26 PM
106	AD 209	1/13/2020 3:23 PM
107	HB 111	1/13/2020 3:18 PM
108	HB	1/13/2020 3:16 PM
109	HB 129	1/13/2020 3:12 PM
110	HB 100	1/13/2020 3:09 PM
111	HB 100	1/13/2020 3:07 PM
112	HB 117	1/13/2020 3:04 PM
113	HB 102A	1/13/2020 3:01 PM

114	L 123 B	1/13/2020 2:58 PM
115	AD	1/13/2020 2:57 PM
116	Salem Education Center	1/13/2020 2:50 PM
117	Nashville Education Center	1/13/2020 2:46 PM
118	Nashville Education Center	1/13/2020 2:43 PM
119	HB 228 HB 232	1/13/2020 2:14 PM
120	ST Building Automotive	1/13/2020 2:11 PM
121	Math Department	1/13/2020 2:09 PM
122	L 122	1/13/2020 2:04 PM
123	HB 100	1/13/2020 2:02 PM
124	ST 114 chemistry lab	1/13/2020 1:57 PM
125	AD 104	1/13/2020 1:41 PM
126	HB 135	1/13/2020 1:38 PM
127	HB 135	1/13/2020 1:34 PM
128	AD 104	1/13/2020 1:29 PM
129	A 124 Cafeteria	1/13/2020 1:26 PM
130	AD 104	1/13/2020 1:23 PM
131	AD 104	1/13/2020 1:20 PM
132	HB	1/13/2020 1:18 PM
133	A 124 A	1/13/2020 1:16 PM
134	Admin	1/13/2020 1:14 PM
135	LLC	1/13/2020 1:04 PM
136	AD	1/13/2020 12:58 PM
137	HB 131	1/13/2020 12:55 PM
138	HB 135	1/13/2020 12:53 PM

Q4 Regarding the building/room you use most for your job what are the positives about the space?

Answered: 137

Skipped: 6

#	RESPONSES	DATE
1	Wonderful views of the campus.	2/13/2020 2:08 PM
2	Cleanliness and excellent equipment.	2/10/2020 11:20 AM
3	clean, modern, properly located	2/10/2020 9:45 AM
4	Private office space for faculty, dedicated bathroom space	2/10/2020 9:19 AM
5	New led lighting, New HVAC Systems,	2/10/2020 7:38 AM
6	Easy access and high visibility	2/10/2020 6:16 AM
7	Easy access to my co-workers. The area allows for use for photography and ample storage for materials.	2/9/2020 2:12 PM
8	It is nice to have an entire section of the school to properly learn in but I feel that there would be a better attendance of students and a better environment if these things were updated.	2/9/2020 12:57 PM
9	windows were tinted to keep people from looking in	2/7/2020 9:55 PM
10	Accessible, ample room, good view of the main entrance area from the window.	2/7/2020 5:33 PM
11	N/A	2/7/2020 4:39 PM
12	Public Safety Desk is very visible for students, visitors and staff.	2/7/2020 3:28 PM
13	great lighting great view of student and employees coming in every day	2/7/2020 3:14 PM
14	I have a heater on the wall	2/7/2020 3:01 PM
15	The music classrooms recently got new desks. They're great.	2/7/2020 2:03 PM
16	Strategically located	2/7/2020 1:24 PM
17	I love my office. It is spacious, practical, and professional looking. The new carpet is the icing on the cake!	2/7/2020 1:21 PM
18	Very nice bleachers/press box. Concession/bathrooms are state of the art. Dugouts are large and efficient.	2/5/2020 10:31 PM
19	The bookstore is actually a very nice space	2/5/2020 9:29 AM
20	Great bathroom remodel. Continually efforts to keep spaces safe and clean. Like having a smart board.	2/5/2020 9:27 AM

21	Fairly new, clean, modern. Functional.	2/4/2020 12:33 PM
22	Large open area	2/4/2020 11:36 AM
23	• Open and inviting atmosphere at the Vandalia campus.	2/4/2020 11:25 AM
24	New, well maintained, visually appealing to guests, comfortable for students.	2/4/2020 11:02 AM
25	Large enough and great storage	2/4/2020 7:52 AM
26	Windows, direct access to students.	2/3/2020 3:53 PM
27	Great technology/IT available in the classroom, state of the art laboratory working spaces and benches, safety equipment kept functioning and up to date/checked, maintenance continues to keep floors, boards & benches cleaned on a regular basis, well maintained hand washing stations with automatic paper towel dispensers and overall attractive/comfortable.	2/3/2020 3:10 PM
28	My office is a nice size and maintenance has been very patient with painting and putting in bookshelves.	2/3/2020 2:56 PM
29	The office and classroom space is very nice and comfortable for number of students I have in the classroom.	2/3/2020 2:50 PM
30	The space is large enough (for teaching classes), the lighting is good, and the smart classroom technology works well.	2/3/2020 2:46 PM
31	Good Lighting/ Central Location	2/3/2020 2:38 PM
32	sufficient space	2/3/2020 2:33 PM
33	I'm not an employee here, but I use the auditorium often for band ensembles. The space on the stage is more than enough for most of the ensembles and I'm not an expert, but the acoustics are nice when performing on stage.	2/3/2020 2:31 PM
34	Secure, welcoming, bright, clean, lots of space. State of the art.	2/3/2020 2:30 PM
35	There is plenty of space, and it's the perfect size to hold everything I need, while maintaining enough wall area to make it "mine."	2/3/2020 2:15 PM
36	Fitness Center- Modern Gym- N/A	2/3/2020 2:10 PM
37	plenty of space and recently painted and carpeted.	2/3/2020 2:06 PM
38	A lot of open space that can be used to better our usage.	2/3/2020 2:05 PM
39	it is a friendly safe environment	1/30/2020 2:59 PM
40	n./a	1/30/2020 2:32 PM
41	Adequate space for my class size	1/30/2020 1:29 PM

42	Wide variety of space and resources available	1/30/2020 10:32 AM
43	All of the buildings are well kept.	1/30/2020 9:24 AM
44	comfortable and quiet with good lighting	1/30/2020 9:05 AM
45	It's open and has lots of natural light.	1/30/2020 8:36 AM
46	The positives about it are that we don't have any rooms that we don't use.	1/29/2020 10:37 PM
47	The ST building is very clean and contains high quality computers.	1/29/2020 7:45 PM
48	Lighting and arrangement of desks	1/29/2020 5:39 PM
49	The tile floor is no longer a slipping hazard, the HVAC system seems to operate well.	1/29/2020 4:55 PM
50	Great Wall decor	1/29/2020 3:16 PM
51	It's good in all but help it would help to add certain stuff	1/29/2020 2:08 PM
52	The restrooms and the main common areas nicely updated.	1/29/2020 11:24 AM
53	Do your best with what we have to work with.	1/28/2020 6:29 PM
54	Large classroom, computer and Internet, projector and screen, and dry-erase boards.	1/28/2020 3:44 PM
55	My office. It works well for me, for my work space, for students and colleagues to talk in when needed.	1/28/2020 2:06 PM
56	larger space	1/28/2020 1:18 PM
57	Equipment is great for the students, staff and community members.	1/28/2020 9:06 AM
58	na	1/27/2020 2:17 PM
59	N/A	1/27/2020 1:29 PM
60	enough room for all members of team	1/27/2020 12:22 PM
61	n/a	1/27/2020 12:08 PM
62	Lighting	1/27/2020 11:52 AM
63	Everything is fine.	1/27/2020 11:29 AM
64	bathroom big and clean	1/27/2020 11:10 AM
65	Able to handle large number of people.	1/27/2020 9:47 AM
66	Professional and friendly positive atmosphere	1/27/2020 9:11 AM
67	we have room	1/27/2020 8:44 AM

68	ST 203 gives me a place to quietly regroup and out of the weather	1/26/2020 3:35 PM
69	It is more modern than most other colleges	1/26/2020 10:40 AM
70	Next to team locker room and located in gymnasium. Also, next to the fitness center.	1/25/2020 10:35 AM
71	Room is well lite.	1/24/2020 4:31 PM
72	Window view	1/16/2020 11:11 AM
73	The open office area allows ease of communication with colleagues.	1/15/2020 2:59 PM
74	It has a window with a view.	1/15/2020 2:02 PM
75	I have enough space in my area to work with students/faculty one on one for training and technical support for online courses. My office is also set up with one computer for training.	1/15/2020 12:13 PM
76	New paint 3/2019 new HVAC unit 7-8/19 rearranged & re purposed existing college furniture to create a better, more functional work space in office. 8/19 office space renovated into training room using existing college furniture 9/19 New Carpet 12/19	1/15/2020 10:44 AM
77	It's large, the room contains an direct exit/entrance	1/15/2020 9:31 AM
78	It is wide open space and easy to access.	1/14/2020 4:46 PM
79	Large open area allows for easy communication and there is a lot of storage area	1/14/2020 4:43 PM
80	open floor plain	1/14/2020 4:40 PM
81	Heating and air conditioning works in the front of our space, new ST hallway flooring	1/14/2020 4:27 PM
82	Large and spacious room and easy communication.	1/14/2020 4:24 PM
83	IT has a decent amount of space.	1/14/2020 4:22 PM
84	Great Building after the remodel. A lot of space.	1/14/2020 10:59 AM
85	Large classrooms, good lighting, open areas, inviting areas	1/14/2020 10:43 AM
86	Accommodate students well	1/14/2020 10:37 AM
87	regulated temperature, nice space, new carpet, storage	1/14/2020 10:30 AM
88	The space is comfortable, clean	1/14/2020 10:12 AM
89	New, has up dated technology dedicated to our program.	1/14/2020 10:06 AM
90	large for drafting needs with large layout spaces	1/14/2020 9:57 AM
91	plenty of welders, cutting tools, and classroom space.	1/14/2020 9:55 AM
92	adequate spacing & environment not cramped ability to fluctuate temperature well lit	1/14/2020 9:51 AM
93	Classroom is large enough to comfortably accommodate students.	1/14/2020 9:45 AM

94	ADA compliance, ease of flow, size of rooms	1/14/2020 9:40 AM
95	large space for students/#enrolled good location on campus	1/14/2020 9:36 AM
96	Classroom is good, shop is good	1/14/2020 9:34 AM
97	ST 210: Big whiteboard, projector, and computers ST 210A: Great location for an engineering design, project center, and mentoring space that is utilized by engineering students throughout the day.	1/14/2020 9:24 AM
98	Just large enough to accommodate most of our teams and see when people walk in that need assistance if the front desk is not covered. Private entrance, easy access for large shipments	1/13/2020 3:52 PM
99	Location, size of the office, comfortable for students, & window.	1/13/2020 3:44 PM
100	The lighting is great. The space is very open and welcoming. The study areas between the stacks are helpful. Students really like them. Having so many different departments in one area supplies many options for students and prospective students.	1/13/2020 3:41 PM
101	Open spaces that are easily accessible to students	1/13/2020 3:37 PM
102	It feels very open.	1/13/2020 3:34 PM
103	Open for ease of student access	1/13/2020 3:30 PM
104	The entire center was remodeled in 2014.	1/13/2020 3:27 PM
105	The signs and pictures	1/13/2020 3:26 PM
106	New paint and carpet.	1/13/2020 3:23 PM
107	The signage/name plates and the size of my room	1/13/2020 3:18 PM
108	1. Main entrance to campus 2. Hub of informal student culture 3. One-stop-stop for students resolving most "problems" they encounter (registration, admissions, financial aid, registrar, student services, safety) 4. An obvious front desk that keeps people from wondering where to for direction or help when they come in	1/13/2020 3:16 PM
109	Centrally Located for Students	1/13/2020 3:12 PM
110	Open and inviting. The different areas are clearly labeled so students can see where they need to go for what they need.	1/13/2020 3:09 PM
111	Spacious	1/13/2020 3:07 PM
112	Privacy, sufficient room to do job.	1/13/2020 3:04 PM
113	It's a large office.	1/13/2020 3:01 PM
114	We are all together in one area so it helps facilitate good communication.	1/13/2020 2:58 PM
115	Natural lighting from windows Heating and air conditioning contributes to comfortable work environment Well furnished	1/13/2020 2:57 PM
116	It is open, inviting and easy to navigate through. There is always someone available to assist students, faculty, and the general public.	1/13/2020 2:50 PM

117	The Nashville Center is new, opening in January 2016. It is a beautiful building with adequate space for current and future enrollments.	1/13/2020 2:46 PM
118	<ul style="list-style-type: none"> • It is a very inviting atmosphere for students, staff and community members • The outside of the building is esthetically pleasing • Built in 2016, it is one of the newest facilities • It has a very welcoming front desk/reception area • Student lounge/computer area is inviting and provides plenty of space for students and community members 	1/13/2020 2:43 PM
119	Large classroom size	1/13/2020 2:14 PM
120	The classroom, lab, locker-room, Tool/Parts room, and restroom are all in the same building.	1/13/2020 2:11 PM
121	There are many positive items about our area at Kaskaskia College. The math and science instructors are fun to see and talk with each day. There is a good rapport with the instructors. I like the new floor and the bright pictures on the walls. The signage is great, and the decals on the glass doors look impressive. I also think it is a great idea that we will have an official entrance for the ST area with a welcome desk. Yet another positive quality is the security. It is great to have our police officers as well as campus security staff visible. I also like the added security that has been implemented this past year. Recently, the rooms of ST210 and ST210a were redesigned. These rooms have many positive aspects. ST210 has a big whiteboard, symposium with projector, and a computer lab. This is great for our engineering and fast forward students. ST210a is a great location for our engineering students to work on projects together and mentor other students. ST210a is also a great location for a testing environment for our fast forward students; it is a quiet place where students are able to complete tests with a glass between classrooms where the instructor can view students completing tests and other students who are working on assignments.	1/13/2020 2:09 PM
122	Spacious and perfect size of our usage.	1/13/2020 2:04 PM
123	The space is sufficient enough for all cashiers, financial aid, admissions, & guidance counselors to be in one space and better serve our students.	1/13/2020 2:02 PM
124	There are two lab rooms, one for classroom (both lab and lecture), and another for storage and prep-room. These are nice looking renovated rooms. Office doors, hallways, and rest rooms are renovated and look awesome.	1/13/2020 1:57 PM
125	Adequate file storage	1/13/2020 1:41 PM
126	Computer work areas to assist students with processes	1/13/2020 1:38 PM

127	The computer area for students to complete financial aid and accounts receivable information and have staff assist them if needed.	1/13/2020 1:34 PM
128	Open area good for team building and communication. Good view of fitness trail.	1/13/2020 1:29 PM
129	Our area is maintained very well. It is clean.	1/13/2020 1:26 PM
130	Open area helps with communication. Window give lots of light.	1/13/2020 1:23 PM
131	Open Welcome Area and signage	1/13/2020 1:18 PM
132	Clean, orderly and well-maintained.	1/13/2020 1:16 PM
133	Great new look on second floor after paint and carpet refresh. Also forced people to clean, discard and reorganize.	1/13/2020 1:14 PM
134	• Comfortable space for visitors and for hosting events • Beautiful building for guests to tour, particularly the Art Gallery	1/13/2020 1:04 PM
135	New carpet and paint It has a window Storage closet	1/13/2020 12:58 PM
136	The openness is welcoming for students	1/13/2020 12:55 PM
137	Computers for students to use.	1/13/2020 12:53 PM

Q5 Regarding the building/room you use most for your job what are the challenges about the space?

Answered: 136

Skipped: 7

#	RESPONSES	DATE
1	Flooring is chipped and unattractive. Ceiling tiles are faded and damaged from humidity. Lack of student friendly seating and gathering areas.	2/13/2020 2:08 PM
2	Have a need for additional space and storage.	2/10/2020 11:20 AM
3	HVAC temperate control, as KCPD grows and develops all pieces to make it a fully efficient entity, the department will require more space, specific to the operations of the department. The department will need more storage space for specialized equipment and long term secure evidence storage and a Emergency Operations Center. Ideally there would be rooms designed for interview rooms, a squad room, which is essentially a private meeting room that can be utilized multiple times a day for briefings and in-service training. Separate Men's/Women's Locker rooms area that are secured from public access for individual officer equipment and uniform items are essential as well.	2/10/2020 9:45 AM
4	HVAC - lack of temperature control	2/10/2020 9:19 AM
5	Keeping automobile exhaust fumes from the rest of the building.	2/10/2020 7:38 AM
6	Privacy	2/10/2020 6:16 AM
7	While there is ample storage space, there is no shelving to properly store items. Also, it would be nice to have some new lighting and window blinds to improve lighting for photography purposes. The area has proven not to be easy for visitors to the campus to locate even with detailed descriptions. Also there is no real privacy when conducting meetings or interviews.	2/9/2020 2:12 PM
8	Not enough room to have many individuals practicing at once without interrupting others and the age of a lot of the structures makes the acoustic abilities for proper musicianship dwindle.	2/9/2020 12:57 PM
9	none	2/7/2020 9:55 PM
10	difficult to maintain a comfortable temperature.	2/7/2020 5:33 PM
11	nothing	2/7/2020 4:39 PM

12	N/A.	2/7/2020 3:28 PM
13	Need more filing space and less windows	2/7/2020 3:14 PM
14	Very outdated, especially when compared to other spaces, like the nursing building. The music hallway could use more rooms and better equipped rooms.	2/7/2020 2:03 PM
15	Space. Especially in next room that police officers share	2/7/2020 1:24 PM
16	Sometimes my ceiling HVAC unit does not work properly. It is an older model. I'm not complaining, because I realize some offices don't have any HVAC units.	2/7/2020 1:21 PM
17	Drainage is ineffective. Some cosmetic issues with padding and safety features (dugout fencing). Perhaps excavating/tiling work towards Shattuc Road. Adequate parking off of Shattuc Road would be an efficient use of space and practical as well.	2/5/2020 10:31 PM
18	The temperature. Right now it is a sauna. Usually it is too hot. There is no good air flow.	2/5/2020 9:29 AM
19	Very hot/cold in classroom. Seating is too crowded in L 101. Computer wiring is dangerous. Students complain about lighting	2/5/2020 9:27 AM
20	Wifi	2/4/2020 12:33 PM
21	Physical appearance is at places dirty and appears less than well kept. Furniture is dirty and worn.	2/4/2020 11:36 AM
22	• Security cameras that do not work. In need of updated projectors. Issues with locks on the interior doors at the Greenville campus.	2/4/2020 11:25 AM
23	Technology space (computer lab) limited. With increasing Tech delivery it is difficult to accommodate all classes in 1 lab. Minimal internal insulation to limit sound from student commons area to classrooms. Very loud & disruptive. Constantly having to remind students to be quiet.	2/4/2020 11:02 AM
24	No real challenges	2/4/2020 7:52 AM
25	Outdated furniture lighting	2/3/2020 3:53 PM

26	<p>Hearing campus wide announcements with in the class room – current sound is best in the hallway. This is something that may have been improved upon but not tested yet this semester. Temperature regulation at various times of the year continues to be a challenge (noise of high fan selections and lack of temperature adjustments are also of some concern). ST113 – Installation of some type of ventilation system would accommodate additional laboratory activities – At one time this lab had a hood system, so duct work may still be available. HVAC unit has some vibration of housing when in use. ST104 – Cord system on floor between wall and instructors teaching station can cause some inconvenience and possible tripping. ST109, ST101 and back lab prep rooms – Water/plumbing issues require continued maintenance and moisture issues seem to be resolved but could continue to be monitored less often. Additional faculty comments added to original submission as of 1/15/2020: PC 123 it would be nice to have blinds that cover the windows completely for potential safety reasons. Safety sink in ST 109A (on south wall) still has drain issues. This is minor, but a “snake’ could be used on it. Make sure the ceiling tiles that need to be replaced are. The safety wash stations in each laboratory should be checked regularly to verify water isn’t rusty and that they work properly. ST 212 air unit chirps when the fan runs. Pressing on the unit stops it until one walks away from it. ST109 the North door is either all the way open or closed. It would be nice if it would stay partially open and not continue to move to the completely open position.</p>	2/3/2020 3:10 PM
27	I use a variety of classrooms and they are all in dire need of updating from a furniture, paint, technology, and chair standpoint.	2/3/2020 2:56 PM
28	I have no challenges for the space in the office or classroom.	2/3/2020 2:50 PM
29	Sometimes the computers take too long to boot up. The main challenge is keeping the temperature in the room at a steady level. In L-223, for instance, the heating/air conditioning unit is so loud, we have to turn it off to be heard, but then it gets either cold or hot (depending on the season). In L-202, on a sunny day when it’s warming up outside but we still have the heating unit on, it gets almost unbearably warm. My students get sleepy because of the warmth.	2/3/2020 2:46 PM
30	Not well laid out, not fully utilizing space	2/3/2020 2:38 PM
31	hvac	2/3/2020 2:33 PM

32	Movement of the percussion instruments and the grand piano can be challenging. The grand piano has been damaged due to the narrowness of the passage to the storage room from the stage. For the Community Concert Band can barely fit on the stage in the auditorium.	2/3/2020 2:31 PM
33	Playground area is hot-needs shade structure, more shelves in storage areas, new computers and printers	2/3/2020 2:30 PM
34	The lights are WAY too bright, and there are too many. I have six long bulbs in my office, which is only 12X12ft. The walls are also very thin, so I can hear a lot of noise, and I'm sure the others around me can hear me as well.	2/3/2020 2:15 PM
35	Fitness Center- not a lot of space for group activities, needs painted to improve the image of the building Gym- Outdated, Volleyball (2 courts system) a lot of wasted space.	2/3/2020 2:10 PM
36	No real safety or escape for those stuck in the offices if a dangerous situation were to arise.	2/3/2020 2:06 PM
37	Its open and vacant, not being used.	2/3/2020 2:05 PM
38	air conditioner units are loud. hard to hear teacher sometimes	1/30/2020 2:59 PM
39	in room ST 204 there are an extreme amount of desks that are way too close together and are a trip/fall hazard for custodial and students trying to get to there desks to attend classes.	1/30/2020 2:32 PM
40	outdated technology is challenging to work with	1/30/2020 1:29 PM
41	Outdated Tech, Tech that does not work, Lack of Wifi connection, Lack of funding to create general updates and improvements	1/30/2020 10:32 AM
42	They are outdated and give you a gloomy feeling.	1/30/2020 9:24 AM
43	heating and air conditioning is old and difficult to regulate	1/30/2020 9:05 AM
44	The are so many floor types just in one place, and a lot of it looks old and soiled.	1/30/2020 8:36 AM
45	Their are many problems we face, along with leaky rooms, missing ceiling tiles, little to no heating and humidity damage to instruments.	1/29/2020 10:37 PM
46	Recently, some areas in the main campus seem difficult to keep warm. (Library, cafeteria)	1/29/2020 7:45 PM
47	Unkept by professor	1/29/2020 5:39 PM
48	Older floors and fixtures that look their age. Challenge to keep things looking fresh..	1/29/2020 4:55 PM
49	How many times the flooring changes can make it tricky to walk.	1/29/2020 3:16 PM

50	Well, we always have to play our music on the stage. I feel like we should have our own band room and practice rooms. Plus a recording studio and our own place for recitals and jurys	1/29/2020 2:08 PM
51	The facilities could use some modern updates.	1/29/2020 11:24 AM
52	Feeling unsafe due to lack of certain Water and Electric codes	1/28/2020 6:29 PM
53	Unreliable Internet connection.	1/28/2020 3:44 PM
54	I use the speech room and other classrooms for classes, and the auditorium for rehearsals and performances of plays. I am now in rooms teaching with no issues!	1/28/2020 2:06 PM
55	getting it organized better	1/28/2020 1:18 PM
56	Equipment could be set up different to better use the space.	1/28/2020 9:06 AM
57	Space is too open. No room for privacy.	1/28/2020 9:05 AM
58	it gets used more for storage than work	1/27/2020 2:17 PM
59	N/A	1/27/2020 1:29 PM
60	no shop room some storage	1/27/2020 12:22 PM
61	n/a	1/27/2020 12:08 PM
62	Needs more storage space.	1/27/2020 11:52 AM
63	My size is fine.	1/27/2020 11:29 AM
64	keeping both bathrooms clean for students	1/27/2020 11:10 AM
65	Setting up for back to back events.	1/27/2020 9:47 AM
66	Sometimes storage needing some new equipment	1/27/2020 9:11 AM
67	nothing	1/27/2020 8:44 AM
68	The gym and Fitness Center are multi levels and spread out. Hard to get to all cleaning areas, locks to all doors don't work well.	1/26/2020 3:35 PM
69	overall maintenance	1/26/2020 10:40 AM
70	Very small office and wasted space with shower areas and old training room.	1/25/2020 10:35 AM
71	Adequate space for storage.	1/24/2020 4:31 PM
72	Unit ventilator is noisy, hallway/office is very cold during the winter when the handicap doors are used	1/16/2020 11:11 AM
73	The open office layout makes it noisy and distracting making it difficult to stay focused sometimes. In the winter when the back door is opened the people in the back of the room freeze. In the winter when people are running space heaters often times it will trip the breaker for the back corner of the room.	1/15/2020 2:59 PM

74	The heater/AC unit in our office constantly makes a very loud and obnoxious noise unless the water valve is turned off, which also shuts off any heat or AC to our office. Spoke to maintenance and the noise is due to the water running through the pipes, so this issue cannot be immediately fixed without replacement of the entire unit. Also, the heater/AC unit lacks a thermostat thus it is difficult to keep our office at a regular temperature, especially if the unit is turned off when we leave, and we could arrive to a very warm or very cold office the next morning. Not to mention, the asbestos has not been removed from the ceiling yet.	1/15/2020 2:02 PM
75	My biggest challenge is how student/ faculty get to me. My door to the back walk way in now and exit only door. The other entrance to my office is through a classroom. This is not a problem when classes are not in session. However, when faculty have class, students/faculty that need to meet with me for assistance with their online courses must enter and walk through a class in progress to get to me or come around on the back sidewalk and tap on my exit only door which I have been told to keep locked at all times. Since my focus is on offering technical support to students and faculty that are enrolled or teach online courses being able to access my office to meet with me face 2 face should be easier.	1/15/2020 12:13 PM
76	Inefficient windows	1/15/2020 10:44 AM
77	Because it is so large it can be hard to concentrate.	1/15/2020 9:31 AM
78	HVAC doesn't work well when below freezing.	1/14/2020 4:46 PM
79	Difficult to have any sensitive conversations due to it being one large room	1/14/2020 4:43 PM
80	no reception area	1/14/2020 4:40 PM
81	Old carpeting, leaking ceiling, no reception area, no women's bathroom close by in the building	1/14/2020 4:27 PM
82	Gets cold in the winter due to the thin wall and open ceiling above. If we all run heaters to keep warm we trip the breaker.	1/14/2020 4:24 PM
83	The IT space is not well configured to the work at hand. It is a large open office with multiple functional areas, storage and reception all overlapping.	1/14/2020 4:22 PM
84	Parking is sometimes an issue. Computers in student area are cumbersome. The printer for student is poor. Does not work often.	1/14/2020 10:59 AM
85	Poor slow internet service leaking ceiling issue cleanliness of area	1/14/2020 10:43 AM
86	Need to rearrange office desk space for safety of faculty, leaking ceiling in various areas, wifi problems leading to issues with technology.	1/14/2020 10:37 AM

87	Replacement of the original unit ventilators in offices on the first floor of the AD Building will allow for better control of individual room/office temperatures	1/14/2020 10:12 AM
88	Chairs suck, can hear both bathrooms flush through wall.	1/14/2020 10:06 AM
89	needs flooring, ceiling, furniture, & technology	1/14/2020 9:57 AM
90	booths are way to small and while the welders were new, technology constantly changes and every local company uses different processes. Space is limited and cluttered do to the amount of equipment. This also makes it hard to keep the room very clean.	1/14/2020 9:55 AM
91	wireless access to support numerous devices the inability to leave my office upon a threatening environment	1/14/2020 9:51 AM
92	Pipes leaked in the ceiling - Equipment has been destroyed due to this. Wifi & cell phones don't work.	1/14/2020 9:45 AM
93	roof leaking, lack of regular access to technology management of faculty offices for safety	1/14/2020 9:40 AM
94	*disability(ADA) tables & chairs need updated; computer equipment outdated for visual aids	1/14/2020 9:36 AM
95	Space is getting small fast. The ceiling in shop needs to be replaced to painted along with upper walls.	1/14/2020 9:34 AM
96	Sustaining the room as a dedicated engineering space.	1/14/2020 9:24 AM
97	No anyway to have a team conversation without others in the room phone going off, or our voices carry over to their conversations. If we could some way break this space up, and maybe upgrade work stations for everyone so it is easier to stand and work. Not always a good temperature, and when we turn on more than 2 heaters we blow circuit breakers and end up having to run long extension cords throughout the office to get on other circuits.	1/13/2020 3:52 PM
98	Not being able to adjust the heat/air.	1/13/2020 3:44 PM
99	The temperature is cold, year round. The Testing Room in particular is like a walk-in freezer. Bare concrete floors in the main area, contribute greatly to that icy atmosphere. The windows on the south side all need film to block bright sunlight. The main ACE desk is too high. People using wheelchairs cannot see or reach across those high counters. The carpet in the Success Center Area, the Testing Room, and the Business Learning Center is shabby, stained, and faded. The ACE needs lockable entrance doors for the safety of students, staff, and faculty who use the ACE and the preservation of KC assets (books, computers, etc.)	1/13/2020 3:41 PM

100	There is no carpet, so noise carries – voices, footsteps, etc. - There is no main door that locks like there used to be. -It is hard for students to find good locations near electrical outlets without having to move tables or stretch cords across walking paths.	1/13/2020 3:34 PM
101	Dividing student traffic equitably because students instinctively go to certain desks first. And ensuring safety for open workstations.	1/13/2020 3:30 PM
102	The exterior lighting is not sufficient to light the front of the building and sidewalk.	1/13/2020 3:27 PM
103	Furniture is very old, most of the chairs have arms on them. This is not accommodating for some of our students. It is also turning colors.	1/13/2020 3:26 PM
104	We need a copy machine, for time management and, in many cases, for privacy, so we don't have to go across the hall.	1/13/2020 3:23 PM
105	The temperature—it is either too hot or too cold	1/13/2020 3:18 PM
106	Lack of a campus map Low ceilings Misalignment of tasks and workspace. Some staff need less walk-up distraction to complete tasks but their work space is in the open.	1/13/2020 3:16 PM
107	Size of Space (to be able to house books and convenient when I see students. Not enough room to house a student worker. Have to constantly run back and forth when I have a student worker which deviates from being productive.	1/13/2020 3:12 PM
108	A better space for students who are waiting to speak with an advisor would be beneficial. Better chairs and rearrangement of space would fit the room better.	1/13/2020 3:09 PM
109	Amount of square footage of carpet-difficult to maintain, stains, cleaning etc.	1/13/2020 3:07 PM
110	None	1/13/2020 3:04 PM
111	It's hard for students to find as it is located in an area that's utilized for staff only.	1/13/2020 3:01 PM
112	Lack of heat and air-conditioning. Accessibility – it is not an easy space to find.	1/13/2020 2:58 PM
113	None	1/13/2020 2:57 PM
114	Security. There is a panic button, but it is located at the front desk, so someone would have to be sitting right there to activate it. I feel there should be one in the director's office. Not all of the classroom doors have deadbolts. I would like to have one way film put on the director's office window	1/13/2020 2:50 PM
115	NA	1/13/2020 2:46 PM
116	An increase in security cameras would be very beneficial and eliminate any blind spots in the parking lot or throughout the building.	1/13/2020 2:43 PM

117	Not an ideal art space lacks proper equipment and safety equipment.	1/13/2020 2:14 PM
118	Short term: Floor paint/finish in-shop and classroom, Overhead doors in the small shop and classrooms are small and original 1970. (Student hit door jamb last semester because of size). Floor drains do not drain.	1/13/2020 2:11 PM
119	One challenge that I see is that some of the classrooms could be updated. One challenge with the ST210 and ST210a is working with scheduling so that all math instructors have access to the opportunities of this space.	1/13/2020 2:09 PM
120	No heat or Air Conditioning.. Also since we are in a testing area for the ACE, we are told we are too loud frequently	1/13/2020 2:04 PM
121	Probably the only challenge is that not all cashiers are visible since there is a divider wall.	1/13/2020 2:02 PM
122	Space is not good enough for the class with more than 20 students. We need two labs, one for the glassware-based and another one equipment-based lab. We are wishing to build a lab with the state-of-the art equipment facilities with Polarimeter, GC, HPLC, IR, and NMR and more). One fume hood with four spaces for experiment in the classroom is not enough for more than 16 students. 1 more fume hood need to be installed. Idea (suggested by Kellie Hinegar): This room ST-114 should be renovated completely for the lab (no lecture) for both glassware-based and equipment-based experiments. Need to find a classroom for lectures alone.	1/13/2020 1:57 PM
123	Airflow is not good, need a better location for shred bin, holes in the carpet, need more electrical outlets	1/13/2020 1:41 PM
124	Walls in all the wrong places. There is a wall blocking staff from seeing when students are waiting or need help but there are no walls dividing employee spaces to aid in student privacy with sensitive matters.	1/13/2020 1:38 PM
125	The financial aid area is not customer/student friendly. The wall between the waiting area and the financial aid specialists makes it difficult to see if students are waiting. Also, there is not a lot of privacy for students where the financial aid specialists sit when talking to students as there are no dividers.	1/13/2020 1:34 PM
126	Windows heat up when sun is out, very hot. HVAC needs updated. Not enough electric outlets or if you have everything plugged in we blow fuses.	1/13/2020 1:29 PM
127	We need a bigger freezer. More equipment.	1/13/2020 1:26 PM
128	South windows have no tint, so the office gets hot and some of the blinds don't work. Carpet is stretched and fraying.	1/13/2020 1:23 PM

129	Too narrow for foot traffic to the Copier/printer Privacy issues with confidential information	1/13/2020 1:20 PM
130	Financial aid and cashiers feels closed off. A few walls could come down and make the area more open and student friendly especially in cashiers. The wall around the back room in cashiers is not student friendly. When we have multiple students and they have to go to the back room to be helped there is not a place for them to sit	1/13/2020 1:18 PM
131	Too small, unable to accommodate more than 10 students comfortably. Much of the equipment is old and in need of replacement.	1/13/2020 1:16 PM
132	Lacking small, collaboration areas similar to student description in 2. Areas would be used to view webinar as group, review spreadsheets or documents together, etc. Admin Conference Room is often booked and often larger than needed. Areas could also be used to meet with vendors and house visitors, auditors, etc. for extended periods. Hallways are rather large, "wasted" space, and flooring tile is very dated	1/13/2020 1:14 PM
133	<ul style="list-style-type: none"> • Roof has leaked since day 1 causing discoloration of ceiling tiles. There have been many instances when buckets are sitting out catching the drips and we have off campus guests in the building attending meetings. The roof has been worked on and evaluated on numerous occasions, but because of its construction, no one can seem to locate where the leak is originating. 	1/13/2020 1:04 PM
134	Keeping it the right temperature Lighting fixtures need updated	1/13/2020 12:58 PM
135	Privacy for both cashier and financial aid staff as they meet with students is extremely difficult with our current set up	1/13/2020 12:55 PM
136	Not much privacy for students when submitting their verification documents	1/13/2020 12:53 PM

Q6 What are the most recent two improvements made to your area in the past five years?

Answered: 137

Skipped: 6

#	RESPONSES	DATE
1	The condition of the grounds have improved greatly and the renovation of the men's and women's restrooms were essential.	2/13/2020 2:08 PM
2	New employee, unable to answer.	2/10/2020 11:20 AM
3	I have been here less than 4 months, however the establishment of the department itself, as well as the designation of 3 offices specific to police, is significant. The addition of a 2nd public safety station on the bottom floor of AD, which will be completed soon, is also very appropriate.	2/10/2020 9:45 AM
4	Hot water in both kitchen area and in bathrooms	2/10/2020 9:19 AM
5	Led lighting, New HVAC	2/10/2020 7:38 AM
6	Complete relocation and remodeling, Cameras	2/10/2020 6:16 AM
7	A supplemental heating and cooling unit was installed in the office and asbestos abatement completed in Cathy's office.	2/9/2020 2:12 PM
8	I am not aware of any that have happened in the last five years.	2/9/2020 12:57 PM
9	lighting and blowers on doors	2/7/2020 9:55 PM
10	The addition of offices for a new police department.	2/7/2020 5:33 PM
11	blowers in the entrance & tinted window covering	2/7/2020 4:39 PM
12	Window Covering, new desk coming in AD/ST hallway for public safety.	2/7/2020 3:28 PM
13	lighting tinted windows new carts	2/7/2020 3:14 PM
14	New desks and maybe the extension of the stage? Unsure when Exactly that was.	2/7/2020 2:03 PM
15	N/A I have only been here one year	2/7/2020 1:24 PM
16	New carpet & new ceiling HVAC unit in AD 206A.	2/7/2020 1:21 PM
17	I am not sure, since this is my first full season. I believe that there may have been dirt work in low areas in the outfield. I know that my players and I have completed a good amount of cosmetic work to the playing field (dirt and sod) and repainted the interior of the dugouts	2/5/2020 10:31 PM

18	Lighting in the hallway – that really brightened the space	2/5/2020 9:29 AM
19	New paint on walls, bathroom remodel, different chairs/tables.	2/5/2020 9:27 AM
20	New overhead projector	2/4/2020 12:33 PM
21	Improved Signage Fresh Paint	2/4/2020 11:36 AM
22	• Air compressor was fixed on the roof at the Greenville campus and the water leak is in the works to be fixed.	2/4/2020 11:25 AM
23	N/A new facility within past 5 years.	2/4/2020 11:02 AM
24	asbestos removal and new paint	2/4/2020 7:52 AM
25	paint signage	2/3/2020 3:53 PM
26	Lab renovations and maintenance, new signs, updated room numbers, current student photos in the hallways, monitors and interactive search capabilities, automatic sliding doors and attractive entrance, and improvements to stairs and floors.	2/3/2020 3:10 PM
27	The two most recent improvements to the main HB/L areas include new flooring was put in the elevator and in the stairwells. New lighting was put in most of the classrooms and main hallways but not faculty offices.	2/3/2020 2:56 PM
28	1) Some security issues have been recently addressed. 2) We hired “Bob the Custodian” in HPC!	2/3/2020 2:50 PM
29	New projectors (in the old L-203), new operating systems for the computers. More tables and chairs in L-202.	2/3/2020 2:46 PM
30	I’m not aware of any at the time.	2/3/2020 2:38 PM
31	paint & flooring	2/3/2020 2:33 PM
32	I'm not sure.	2/3/2020 2:31 PM
33	Made a 15 month old room with grant money from QIRS	2/3/2020 2:30 PM
34	I haven't worked here long enough to say, but I know the ACE looks very nice, which is near my office.	2/3/2020 2:15 PM
35	Fitness Center- Lighting Gym- Lighting in locker rooms	2/3/2020 2:10 PM
36	paint carpet	2/3/2020 2:06 PM
37	Roof and lights	2/3/2020 2:05 PM
38	new floors. new doors to ST	1/30/2020 2:59 PM
39	IT/ Automotive hallway new flooring	1/30/2020 2:32 PM

40	Salon decor renovations - new pedicure chairs, painted walls and updated decor	1/30/2020 1:29 PM
41	unknown	1/30/2020 10:32 AM
42	N/A	1/30/2020 9:24 AM
43	carpet, paint and lighting	1/30/2020 9:05 AM
44	I believe the library has had a remodel.	1/30/2020 8:36 AM
45	Nothing. The fine arts hall is the oldest part of the building. The only thing that was done was put another row of seats in the main stage and that was well over 19 years ago.	1/29/2020 10:37 PM
46	Stairwells were recently updated. An entrance into the ST building was recently remodeled as well.	1/29/2020 7:45 PM
47	I do not know	1/29/2020 5:39 PM
48	Unknown.... have not been here 5 years	1/29/2020 4:55 PM
49	The stairwells were redone and the bridge was replaced.	1/29/2020 3:16 PM
50	I don't think anything has been approved in that time	1/29/2020 2:08 PM
51	I am unsure as I am a first year student.	1/29/2020 11:24 AM
52	At the crisp, we have labeled one of the girls restroom as a boy's restroom because of the difference in ratio and also have increased the size of the parking lot	1/28/2020 6:29 PM
53	Roof and tables and chairs for Room A 109	1/28/2020 3:44 PM
54	Safety device for door for office and classrooms. Updated projector in speech room.	1/28/2020 2:06 PM
55	hvac an heating	1/28/2020 1:18 PM
56	Paint.	1/28/2020 9:06 AM
57	Unsure, new to College	1/28/2020 9:05 AM
58	lighting so far	1/27/2020 2:17 PM
59	New flooring in staircases	1/27/2020 1:29 PM
60	Bathroom upgrades, stairwell safety upgrades	1/27/2020 12:22 PM
61	new hvac units on auto tech and ag.	1/27/2020 12:08 PM
62	Unsure	1/27/2020 11:52 AM
63	LED lighting in the hall way and new room numbers.	1/27/2020 11:29 AM

64	remodeled bathrooms	1/27/2020 11:10 AM
65	none	1/27/2020 9:47 AM
66	Painting in Cosmotology,Extra tree and shrub removal	1/27/2020 9:11 AM
67	we got equitment	1/27/2020 8:44 AM
68	AD new carpet and furniture reduction gave more working space. Fitness Center painted and rearranged space, auto scrubbers in working order.	1/26/2020 3:35 PM
69	Soccer field: aeration Tennis courts: lighting repairs	1/26/2020 10:40 AM
70	Dropped Ceilings and New Lighting Locker room paint	1/25/2020 10:35 AM
71	None	1/24/2020 4:31 PM
72	door has been painted	1/16/2020 11:11 AM
73	The roof replacement of ST building. We no longer have water pouring in! The new flooring in ST hallway.	1/15/2020 2:59 PM
74	The floor of the hallway outside of our office was just replaced. Our nearest bathroom was changed to a family restroom.	1/15/2020 2:02 PM
75	Fixing my door that had a mechanism that was leaking oil and painting my door frame blue.	1/15/2020 12:13 PM
76	office space renovated into training room using existing college furniture 9/19 New Carpet 12/19	1/15/2020 10:44 AM
77	I don't recall any to our area, the building itself has had some improvements	1/15/2020 9:31 AM
78	New Roof,	1/14/2020 4:46 PM
79	Have only worked here for 8 months, no major changes have been made in this time	1/14/2020 4:43 PM
80	new light bulbs and new room #	1/14/2020 4:40 PM
81	New flooring in hallway & updated bathrooms	1/14/2020 4:27 PM
82	Flooring, bathroom and roof were all updated/fixe.	1/14/2020 4:24 PM
83	New paint in CIO office New flooring in hallway	1/14/2020 4:22 PM
84	Total Remodeled	1/14/2020 10:59 AM
85	A wall was removed to combine 2 labs for more space & ease of student flow. Signs have been placed to assist directions	1/14/2020 10:43 AM

86	Repair of compressor units utilized for lab. Installment of intruder plates locks & windows covering over windows in classroom for intruder safety.	1/14/2020 10:37 AM
87	new carpet, incorporating a meeting room	1/14/2020 10:30 AM
88	I have identified my "area" as the first floor of the Administration Building. Recent improvements include the following: 1. Installation of HVAC mini-split systems 2. Upgrade of stairwell railing and flooring 3. Installation of LED lighting in the hallway 4. Renovation of men's restrooms in the L and ST Buildings 5. Installation of new sliding door at the east entry of the ST Building	1/14/2020 10:12 AM
89	whole remodel - improved lighting	1/14/2020 10:06 AM
90	new HVAC, new LED lighting	1/14/2020 9:57 AM
91	CNC plasma cutter, remodeled the whole Crisp	1/14/2020 9:55 AM
92	removal of a wall separating a lab area to provide a larger space for more students in lab better signage	1/14/2020 9:51 AM
93	Refreshed some walls with new paint, otherwise there hasn't been any. Just remembered - door security was an improvement.	1/14/2020 9:45 AM
94	equipment purchase intruder plates in doors	1/14/2020 9:40 AM
95	new lighting last year replace desks when broken	1/14/2020 9:36 AM
96	Have not been her more than a year so cannot give an informed decision.	1/14/2020 9:34 AM
97	The design and construction of the engineering design center in ST 210A and ST 210 with bright lighting, workspace computers, and a large whiteboard.	1/14/2020 9:24 AM
98	Our area was once a fitness center and was recently converted to office space. We have not made changes yet.	1/13/2020 3:52 PM
99	Signage and canvas pictures.	1/13/2020 3:44 PM
100	Complete remodel of the Library Success Center area. Tall stacks moved out under the vaulted ceiling and short stacks placed by the windows – lots more natural light coming in. New ceiling lighting makes a tremendous difference as well. Stacks set at angles with tables between are great for buffering noise and making comfortable study areas for groups of students.	1/13/2020 3:41 PM
101	Signage was added to help students locate services once inside the building and student photos replaced artwork.	1/13/2020 3:37 PM

102	It was gutted for asbestos abatement and remodeled. It got a new paint job and all the shelving was re-arranged. (And the asbestos was removed, of course.)	1/13/2020 3:34 PM
103	Signage and some painting	1/13/2020 3:30 PM
104	Remodel of the entire center in 2014 and remodel of the VOCS lab for the Residential Electrical program in 2019.	1/13/2020 3:27 PM
105	Picture, signs and some paint	1/13/2020 3:26 PM
106	Painting and carpet (I've only been in this location since July)	1/13/2020 3:23 PM
107	The Lockdown installation 2.) Presence of law enforcement	1/13/2020 3:18 PM
108	Paint Signage that clearly identifies offices for easier referral Large photos of campus life that make the space seem less institutional and more warm	1/13/2020 3:16 PM
109	I have only been in my office for 3 years	1/13/2020 3:12 PM
110	Having more employees has greatly increased our ability to assist students in a timely manner and to be sure all areas of work are covered.	1/13/2020 3:09 PM
111	Paint, Graphic to identify services, safety of doors to lock from inside.	1/13/2020 3:07 PM
112	Painted and signage.	1/13/2020 3:04 PM
113	New paint	1/13/2020 3:01 PM
114	New carpeting and painting	1/13/2020 2:57 PM
115	The flooring was all replaced due to a moisture issue.	1/13/2020 2:50 PM
116	Even though the building is new (2016), there have been issues from the original construction. Entire exterior of building was recently repainted (this is actually still ongoing). HVAC system has been repaired due to drainage issues.	1/13/2020 2:46 PM
117	The center was completed in 2016 and within the past year, the outside of the building has been repainted and ceiling and sidewalk repairs have been done as needed. Kaskaskia College does an excellent job of maintaining the building and ensuring it continues to be esthetically pleasing to the community it serves.	1/13/2020 2:43 PM
118	Not sure, out of focus pictures on the wall?	1/13/2020 2:14 PM
119	New LED lighting and HVAC system.	1/13/2020 2:11 PM
120	The math lab, ST 210, works amazing for our engineering and fast forward students! The lighting is bright and the instructor opportunities are great. Again, the added security is impressive.	1/13/2020 2:09 PM
121	Do not know, have not been in my position for 5 years	1/13/2020 2:04 PM

122	The signage and pictures that are in our area are great improvements.	1/13/2020 2:02 PM
123	(Added): Water line in the labs need to be reconstructed. Hot water flows in the cold water line. This is a problem for some experiments.	1/13/2020 1:57 PM
124	Heater in the payroll hallway	1/13/2020 1:41 PM
125	New lockdown door mechanisms and new room signage.	1/13/2020 1:38 PM
126	Nightlock Lockdown - Signage	1/13/2020 1:34 PM
127	HVAC mini split unit	1/13/2020 1:29 PM
128	Heating and cooling system A new roof	1/13/2020 1:26 PM
129	HVAC mini split and some new lighting	1/13/2020 1:23 PM
130	Heater in Payroll Hallway	1/13/2020 1:20 PM
131	Signage	1/13/2020 1:18 PM
132	HVAC improvements and roof replacement	1/13/2020 1:16 PM
133	Great new look on second floor after paint and carpet refresh. Also forced people to clean, discard and reorganize.	1/13/2020 1:14 PM
134	The building is still fairly new, so no improvements are needed just yet.	1/13/2020 1:04 PM
135	New carpet and paint	1/13/2020 12:58 PM
136	Signage and lockdown equipment	1/13/2020 12:55 PM
137	Painting trim on doors and signage.	1/13/2020 12:53 PM

Q7 What building/space needs do you foresee in the future?

Answered: 129 Skipped: 14

#	RESPONSES	DATE
1	No additional spaces needed, however classrooms/office spaces that have strong WIFI and cell signals are essential for learning and safety purposes.	2/13/2020 2:08 PM
2	Office space is adequate but will need more document storage and sensitive Department related articles storage.	2/10/2020 11:20 AM
3	Specific to the Police Department, a designated area, possibly a completely separate building, centrally located on the main campus, that would house all of the items listed in Question #5, as well as all other facilities specific to a police department/public safety building.	2/10/2020 9:45 AM
4	None	2/10/2020 9:19 AM
5	Outdoor signage, More space when diesel program expands.	2/10/2020 7:38 AM
6	Updated phone system	2/10/2020 6:16 AM
7	Shelving unites for storage. Perhaps an additional work station for an intern, student worker or additional employee.	2/9/2020 2:12 PM
8	As the program grows new facilities like a band room, soundproof practice rooms, instrument storage, music storage, a small recital hall, a recording studio, and a commons area for the students that spend the majority of their time in the music area of the building so we no longer have to share the dressing rooms with the theater students.	2/9/2020 12:57 PM
9	none	2/7/2020 9:55 PM
10	would be nice to have a small separate building to house a police department to contain sensitive material, reports, gear, etc...	2/7/2020 5:33 PM
11	N/A	2/7/2020 4:39 PM
12	N/A.	2/7/2020 3:28 PM
13	new out side lighting and to have a vacuation drill once a month	2/7/2020 3:14 PM
14	AD needs improvement.	2/7/2020 3:01 PM
15	Overall upgrade of facilities in technology.	2/7/2020 2:03 PM
16	I would like to have a public safety center constructed.	2/7/2020 1:24 PM

17	1. Locker Room Renovations (Gym) 2. Gym Re-Painting 3. New Scoreboard for Baseball 4. Concessions Cabinetry Re-Done 5. Re-Key and Lock for Concession Area (Gym) 6. Astroturf Softball and Baseball 7. Gym Floor Re-Painting (new 3 pt. line)	2/7/2020 1:14 PM
18	State of the art indoor facility for all sports to share. Perhaps artificial turf for the playing field and new side fencing. Parking lot off of Shattuc Road.	2/5/2020 10:31 PM
19	Lighting in the bookstore, remove the drop ceiling, flooring – especially the carpet (Remodel the bookstore)	2/5/2020 9:29 AM
20	Not sure	2/5/2020 9:27 AM
21	None	2/4/2020 12:33 PM
22	Carpet needs to be cleaned or replaced furniture needs to be replaced	2/4/2020 11:36 AM
23	• Better projectors needed at the Vandalia campus. Locks fixed on the interior doors at the Greenville campus and a sink in the CNA classroom at the Greenville campus.	2/4/2020 11:25 AM
24	Expand technology space, potentially simulation space if hospital inpatient census continues to decline @ rural hospital.	2/4/2020 11:02 AM
25	None	2/4/2020 7:52 AM
26	new carpet new furniture	2/3/2020 3:53 PM
27	Possible lab areas separated from teaching areas to allow for expansions of current course offerings and new STEM program developments based on industry needs. Continued upkeep on plumbing and technology.	2/3/2020 3:10 PM
28	KC should really try to have dual purpose rooms instead of a classroom solely for lecture or one to serve just as a computer lab. None of the classrooms in the HB/L 200 hallways easily allow for computers as well as a flexible space so students can work in groups or in a collaborative manner. Either there are traditional lecture rooms with rows of tables and chairs (but no computers) or a computer lab with fixed rows and furniture that cannot be moved around. This is a huge challenge for students to do any sort of collaborative learning with the use of technology. Some schools setup rooms where there are pods. The pods include a big tv mounted on the wall and students can bring their own technology or use a laptop from the laptop cart. Each student then can easily share with their group what is on their screen or they can work on a group project/collaborative learning activity. Having the pod	2/3/2020 2:56 PM

organization moves away from the standard rows of tables which are not adaptable/flexible.

29	I am good with my office and classroom space.	2/3/2020 2:50 PM
30	None	2/3/2020 2:46 PM
31	Growth in department – nowhere to go	2/3/2020 2:38 PM
32	parking, storage for trailer	2/3/2020 2:33 PM
33	An actual band room for the expansion of the band. A soundproofed room for a recording studio, since we have equipment that is being left mostly unused, due to the space it is currently being held in lacking the proper treatment for use. The equipment is also large and takes up a lot of space that we use to store percussion equipment and other equipment for the band.	2/3/2020 2:31 PM
34	Playground replaced, shade structure, paint all rooms, new computers and printers for staff, more shelves for storage (outside)	2/3/2020 2:30 PM
35	I would imagine students will want to see more modernization of the institution. The flooring through the bottom floor of the main campus will probably need to be replaced, and would go a long way to making the entire area look fresher.	2/3/2020 2:15 PM
36	Fitness Center- paint Gym- Paint, flooring, locker rooms, concession area and bathroom redone.	2/3/2020 2:10 PM
37	renovated math classroom/lab areas for faculty training	2/3/2020 2:06 PM
38	Updating. More locker rooms with the extra space.	2/3/2020 2:05 PM
39	I feel ST is outdated	1/30/2020 2:59 PM
40	most listed in previous questions but new floors in ST upstairs and downstairs due to loose tiles in a lot of spots throughout the floor	1/30/2020 2:32 PM
41	Room for Nail Tech classes/salon	1/30/2020 1:29 PM
42	new furniture, new tech, MORE PARKING	1/30/2020 10:32 AM
43	I believe there will need to be more parking lots and more computer labs/ places to study in the future. Also maybe more places for students to relax.	1/30/2020 9:24 AM
44	office space on our floor is full	1/30/2020 9:05 AM
45	I think that the testing center could be expanded so that way we wouldn't have to constantly move to different rooms for testing, and we could just have separate rooms that are specifically designated for certain tests.	1/30/2020 8:36 AM

46	As we continue to grow, we need more practice rooms that are soundproof to not disrupt classes, a stage that we can have regular non-interrupted rehearsals along with a stage for recitals. We also need classrooms that are not always being disturbed by the mailroom next door. We also need an official music library to properly store and sort expensive music. We also need rooms that we can safely store instruments that we will not have to get fixed due to the humidity.	1/29/2020 10:37 PM
47	I think a larger area for students to socialize and study might be interesting.	1/29/2020 7:45 PM
48	Parking lot repair	1/29/2020 5:39 PM
49	New floors, carpets, probably HVAC, equipment to maintain it. I hear students complain about the cell phone coverage and wifi also	1/29/2020 4:55 PM
50	Tile will need replace as in some places it is starting to break apart.	1/29/2020 3:16 PM
51	Band room , practice rooms , recording studio. In the music hall	1/29/2020 2:08 PM
52	Modern updates to classrooms and labs at the main campus.	1/29/2020 11:24 AM
53	Less buildings and less space	1/28/2020 6:29 PM
54	-larger faculty offices with enough space to teach applied lessons comfortably and store multiple instruments and musical accessories and supplies. -dedicated musical arts performance space (concert hall/recital hall). -adequate number of student practice rooms.	1/28/2020 3:44 PM
55	We could use a smaller rehearsal/hall/performance space, for juries for music, for smaller play productions for theatre, etc.This would help music and theatre to have more time in a single space.	1/28/2020 2:06 PM
56	na	1/28/2020 1:18 PM
57	Locker rooms	1/28/2020 9:06 AM
58	Space for sensitive, confidential conversations.	1/28/2020 9:05 AM
59	every program needs storage for their own equipment not just a central overflow location	1/27/2020 2:17 PM
60	Needing ramp for dock area in mailroom. Be much saver for students and employees who use the back door by mailroom.	1/27/2020 1:29 PM
61	more shop work space and storage	1/27/2020 12:22 PM
62	n/a	1/27/2020 12:08 PM
63	Storage space to meet insurance demands of equipment clearance.	1/27/2020 11:52 AM

64	LED lighting in the class rooms and stair treads on the steps.	1/27/2020 11:29 AM
65	more storage space	1/27/2020 11:10 AM
66	Walls patched and painted. Leaks fixed.	1/27/2020 9:47 AM
67	Buildings for extra storage	1/27/2020 9:11 AM
68	more equitment to make our job easy	1/27/2020 8:44 AM
69	Office space for the coaches and rooms for equipment storage. Example, balls out of the gym and in storage rooms for those sports not in season.	1/26/2020 3:35 PM
70	Soccer field: Field needs to be reseeded Tennis Courts: Cracks need to be sealed	1/26/2020 10:40 AM
71	Gym floor repainted for next season with new 3 point lines (2020-21 NJCAA Rule) and gym floor reconditioning.	1/25/2020 10:35 AM
72	Adequate storage space of documents.	1/24/2020 4:31 PM
73	More storage. Many times the department is cluttered with boxes all over. More room/desks for additional employees (if needed).	1/15/2020 2:59 PM
74	More space for the IT department.	1/15/2020 2:02 PM
75	A better entrance to my office. My office also could use a good cleaning for example the floor has not been cleaned since the office became the Distance Learning area in 2008. Also we have the same chairs that we had then and several of the chairs in my area are badly stained. Since students frequent my office for assistance a little cosmetic updating would give a better impression of the college.	1/15/2020 12:13 PM
76	replace or repair hallway tile in AD/ST 2nd floor hallway more meeting rooms integrated into existing office space. Add TV, mount for TV, HDMI cable, wireless keyboard & mouse to be used with existing laptops for VP's, president & deans offices on AD 2nd floor. This would make the existing office space more effectively utilized & open up the Administrative conference room to hold meetings for larger groups of people. We don't have more space in AD but we could use the existing space to the best of our abilities. We did this in our area & it has been a great addition & is used on a daily basis. (cost less that \$550.00)	1/15/2020 10:44 AM
77	We are going to need to arrange out space in such a way that we can still collaborate as a department, while still being able to work as individual teams	1/15/2020 9:31 AM
78	LLC, Jane Knight Auditorium	1/14/2020 4:46 PM

79	A reception area would help minimize the number of people that disrupt work by walking in whenever they need something	1/14/2020 4:43 PM
80	Reception area	1/14/2020 4:40 PM
81	It would be nice to have a staff lunch room area on this side of campus with a working sink, refrigerator, microwave, etc.. and seating away from desk	1/14/2020 4:27 PM
82	Some sort of privacy. Students and staff all walk in and go where they desire. This can be a privacy/security concern.	1/14/2020 4:24 PM
83	I would like to work with the architect firm to determine a better use of the IT space as it currently stands. This would possibly include: A reception area/walk-up helpdesk to receive visitors. This would prevent unauthorized access to sensitive and expensive equipment and prevent visitors from disturbing technicians who are working on other items. Smaller open offices for the functional areas of IT, rather than a single large area. The areas needed would be: 1) Helpdesk/Reception, Support Bench (4 full time, 2 student worker) 2) Administrator with meeting space 3) Development (5 full time) 4) Media (1 full time) 5) Network (2 full time) 6) Storage 7) Gathering/break area (for fridge, coffeemaker, microwave, etc)	1/14/2020 4:22 PM
84	Better wifi - in all locations. when we had charter things were perfect	1/14/2020 10:59 AM
85	(in radiology lab)Tearing down a wall to combine 2 labs and convert to student meeting area for tutoring or breaks outside seating area. Replace tile in front of HPC building, very slippery when wet.	1/14/2020 10:43 AM
86	NA but the challenges are need to rearrange office desk space for safety of faculty, leaking ceiling in various areas, wifi problems leading to issues with technology.	1/14/2020 10:37 AM
87	more signage in buildings to help direct students	1/14/2020 10:30 AM
88	1. Replacement of current office light fixtures with LED light fixtures 2. Additional space for small group meetings to include wall-mounted TV screens 3. Upgrade of the elevator equipment	1/14/2020 10:12 AM
89	better dust collection in cabinet area	1/14/2020 10:06 AM
90	potential space for architecture students	1/14/2020 9:57 AM
91	More space for fabrication and storage. Also and outdoor welding and elevated area would be nice.	1/14/2020 9:55 AM
92	robotic or interactive labs	1/14/2020 9:51 AM
93	There is a counter need in the sterilization area for dental. Important equipment is on various carts.	1/14/2020 9:45 AM
94	roof leaking, lack of regular access to technology management of faculty offices for safety	1/14/2020 9:40 AM

95	*see above more benches needed in 2nd FL HB/L hallway	1/14/2020 9:36 AM
96	more space, more storage	1/14/2020 9:34 AM
97	None if we maintain our current location.	1/14/2020 9:24 AM
98	Hard to tell right now besides what was already mentioned, we could break up the front and teams into more separate rooms or spaces somehow	1/13/2020 3:52 PM
99	No additional space needed at this time	1/13/2020 3:44 PM
100	Apparently, I have no vision this morning for future needs.	1/13/2020 3:41 PM
101	The enrollment area needs new carpet with a plan to clean them yearly for better maintenance. Our wallpaper from 2004 needs to be removed and our area painted. The staff chairs need replaced. Chairs were discussed for the budget before the 2014 impasse. Our chairs lack support, the fabric is coming off and the hydraulic mechanisms are beginning to fail.	1/13/2020 3:37 PM
102	Sometimes students need an area that is closed off from others while they are working on projects. I've always thought it might be nice to have rooms that could be reserved by students, as some libraries and colleges have.	1/13/2020 3:34 PM
103	It seems like individual office space is always a challenge so I could eventually see a need for more individual office spaces.	1/13/2020 3:30 PM
104	To purchase updated furniture that will accommodate all the students.	1/13/2020 3:26 PM
105	A designated place for SWIFT	1/13/2020 3:18 PM
106	More "TV" classrooms to support expanded hybrid education in the district "Green" industry training space such as solar panels and wind turbines Digital Media/Art Lab, production facilities, workspace and infrastructure	1/13/2020 3:16 PM
107	A Larger Office Space	1/13/2020 3:12 PM
108	I'm not sure about this though the LLC with its ability to reconfigure easily is a great addition to the campus. It seems like Financial Aid could use more space.	1/13/2020 3:04 PM
109	Enhanced ability to have distance meetings in conference rooms throughout campus Continued expansion of technology infrastructure No need for new buildings but remodeling and repurposing of current spaces is needed	1/13/2020 2:57 PM
110	Outdoor storage space to keep lawn care equipment, hoses, large items, etc. A private space dedicated to mothers who are breastfeeding or need to pump. There was one student who used to go out in her truck. Once that was made know to us, we did find a place within the building. Make the bathroom doors more accessible for students in wheelchairs (automatic doors).	1/13/2020 2:50 PM

111	Due to the newness of this building and the thought put into space utilization, the only project I foresee that would be of value to students and community members is the addition of restroom doors in the entrances to both the men's and women's restrooms.	1/13/2020 2:46 PM
112	Although this is not an immediate priority, the addition of doors to the restrooms at the Nashville Center would be a worthwhile investment. The doors would eliminate possible distractions that could affect students, instructors or community members that are using the center. It also creates additional privacy.	1/13/2020 2:43 PM
113	We really need to establish a Fine/Performing Arts addition or building that can house the performances and studio practices of the students. The music wing is very outdated looks like a high school locker room.	1/13/2020 2:14 PM
114	Long term: My advisory committee and students recommend replacing the space or a major remodel like Crisp. We are have been remodeled and are continuing to install new equipment but we are the only program at KC that is in the same space from the opening of the building in 1970.	1/13/2020 2:11 PM
115	Another math lab similar to ST 210 would be beneficial. Also, more symposiums or something similar in technology would be helpful for our math classes.	1/13/2020 2:09 PM
116	None	1/13/2020 2:04 PM
117	Possibly more space to accommodate more employees and students depending on future enrollment growth	1/13/2020 2:02 PM
118	With more technology electrical connections are necessary.	1/13/2020 1:41 PM
119	Removal of existing wall paper and new paint in offices and student areas. New flooring in high traffic student areas and offices.	1/13/2020 1:38 PM
120	The Financial Aid and Accounts Receivable area needs renovated to make is more student accessible and friendly. There isn't a great space to wait while also giving students personal space and for confidential proposes.	1/13/2020 1:34 PM
121	Update of space. Expanding of space.	1/13/2020 1:29 PM
122	Freezer space to accommodate our needs	1/13/2020 1:26 PM
123	New flooring, preferably tile or concrete, when the ventilator leaks the carpet stays wet and the carpet creates more static electricity and stays dirty. Updated HVAC and tinting for windows.	1/13/2020 1:23 PM
124	New flooring – preferably not carpet. Small meeting/Private space for confidential discussions.	1/13/2020 1:20 PM

125	Update look in student services NEW CHAIRS and COMPUTERS A more open feel in financial aid and cashiers – tear down the walls	1/13/2020 1:18 PM
126	An actual teaching kitchen laboratory separate from the school cafeteria kitchen.	1/13/2020 1:16 PM
127	Board room is too small or perhaps just not correct shape. It is too cramped and not professional when guests are present, articulation agreements or presentations are made, etc. Designer would know best but perhaps an arrangement like many cities in our area have for Council meetings.	1/13/2020 1:14 PM
128	Since the building is 12 years old and has issues with the roof, a new roof should be on the intermediate or long term plan. The carpeting in the building also has stains. Sections of carpeting are replaced as needed but I am not sure how many backup pieces of carpet sections we have in stock. Finally, there are large cracks in the terrazzo, so that may need to be addressed as part of an intermediate or long term plan.	1/13/2020 1:04 PM
129	Hall flooring needs replaced.	1/13/2020 12:58 PM

Q8 What opportunities exist for a demand for future capital projects at the Kaskaskia College Main Campus, Education Centers and/or Crisp Technology Center?

Answered: 102

Skipped: 41

#	RESPONSES	DATE
1	Parking lots, HVAC, parking lots, HVAC, parking lots HVAC	2/13/2020 2:08 PM
2	No opinion at this time.	2/10/2020 11:20 AM
3	The safety of the students, staff, faculty and visitors, will continue to be a focal point for this and every institution. Establishing the personnel of the department obviously needed to come first, with facilities being a work in progress. The department itself is a work in progress and as it grows the facilities needs for that department will also change. Public Safety stations in various parts of campus will always be needed, but a centralized main department office building would allow for maximum efficiency of the department.	2/10/2020 9:45 AM
4	parking lot improvements, study space for students	2/10/2020 9:19 AM
5	If both Auto and Light Diesel Programs expand we will run out of space.	2/10/2020 7:38 AM
6	None	2/10/2020 6:16 AM
7	New programs such as a heavy diesel program could create a demand for new space for training. Mostly it is infrastructure improvements such as replacing the bridges off Keister, and replacing flooring in the HB and L buildings. Another opportunity is additional technology.	2/9/2020 2:12 PM
8	need to connect maint. shed with the sports activity building for vehicle parking bus 1-2-3 ton truck and the high lift and anything else that would open up space in vo-tec and maint. shed also the ag trailer and truck.	2/7/2020 9:55 PM
9	To continue to improve on the safety procedures and implement advanced training for possible disasters.	2/7/2020 5:33 PM
10	Update parking lots.	2/7/2020 3:28 PM
11	more cameras in ace and library	2/7/2020 3:14 PM
12	Closure on the 1st floor between building L and AD	2/7/2020 3:01 PM
13	Music hallway needs attention severely. There needs to be remodeling and a place for the students to study and do	2/7/2020 2:03 PM

	homework. They are not required to have ACE hours like athletes and the “dressing rooms” are literally closets with lights right by the loading dock.	
14	Same as #7	2/7/2020 1:24 PM
15	Not sure what is meant by this question, but the appearance of our athletic facilities attracts recruits and positive attention to our institution. Lets face it, we are competing with other schools that have upgrades that pull potential students away from us. That is our student enrollment opportunities going elsewhere. With proper scheduling and planning, our new state of the art facilities can used for tournaments and an even elaborate slate of clinics/camps than what is already offered, allowing even more potential for recruiting and enrollment growth. Pride in our appearance and resources will establish higher expectations for our incoming students.	2/5/2020 10:31 PM
16	Not sure.	2/5/2020 9:27 AM
17	Not sure	2/4/2020 12:33 PM
18	Continued focus on common area to be stat of the are and marketable to prospective students including outdoor searing, covered seating, etc.	2/4/2020 11:36 AM
19	Equipment was purchased 2 years ago for the Music Department – but cannot use it until room is completed. This would be great to work on the room to get the program up and running for the students	2/4/2020 11:15 AM
20	None that I can think of.	2/4/2020 7:52 AM
21	Continued and expanded partnerships with industry leaders, transfer institutions and the community we serve.	2/3/2020 3:10 PM
22	The HB/L buildings need a heating and air conditioning overhaul. Furniture in all classrooms is out of date and new paint is needed. The flooring of the stairwells looks great in the HB/L areas but the walls look bad with wallpaper falling off etc.	2/3/2020 2:56 PM
23	The cellular phone connection does not work well in our HPC building. This is a security issue if someone is trapped in the room or needs assistance in classrooms, there few can call out for assistance with their cellular devices.	2/3/2020 2:50 PM
24	The only thing I can think of is expanding the art curriculum to include ceramics and computer illustration.	2/3/2020 2:46 PM

25	If we have an active recording studio, we could offer classes specializing in music production, and we could potentially allow the public to record there for a fee.	2/3/2020 2:31 PM
26	???	2/3/2020 2:30 PM
27	I would imagine, like other campuses, that "on the go" food may be a good opportunity for the MC. Perhaps a cafe or coffee shop would do well, as I know many students do purchase drinks off-campus, or after classes. When I was a student, the cafeteria was packed every single day. Now, around 11:30am, there are barely 10 people sitting down to eat. I would question students on why they don't utilize the cafeteria and if a coffee shop/bistro style place might work.	2/3/2020 2:15 PM
28	Updated Athletic Areas	2/3/2020 2:10 PM
29	RAMP project with fine arts	2/3/2020 2:06 PM
30	N/A	2/3/2020 2:05 PM
31	unsure	1/30/2020 2:59 PM
32	listed above	1/30/2020 2:32 PM
33	Nail Technology would thrive in Trenton as we could draw from St. Clair County and the KC district. Our cooperative agreement with SWIC makes this an affordable, 1 semester certificate	1/30/2020 1:29 PM
34	There will always be a need for nurses, police officers, and many many more. Keep the curriculum and add and expand if possible.	1/30/2020 10:32 AM
35	N/A	1/30/2020 9:24 AM
36	more outside gathering areas for students and staff	1/30/2020 9:05 AM
37	Possibly switching our school over to solar power if that's not something we're doing partially already.	1/30/2020 8:36 AM
38	If the fine arts were given an addition, the program would allow students to easily improve above their limits and become better educators, therapists, and performers.	1/29/2020 10:37 PM
39	Updated baseball/softball fields will be needed in the future. A covered parking lot or walkway could be a future project as well.	1/29/2020 7:45 PM
40	I don't know	1/29/2020 5:39 PM
41	ldk	1/29/2020 2:08 PM
42	?	1/29/2020 11:24 AM
43	I have noticed that when projects are being done these items could be credited back to the purchaser whether we do it or it's subcontract out. That there are a lot of unused materials leftover these items could be credited back to the place of purchase instead of taking up space around campus. All the existing stuff	1/28/2020 6:29 PM

	that we have now from the past sell it or auction It Off will donate the money to a scholarship fund	
44	It would be great to build on to the back of the auditorium towards parking lot to add more rooms for the fine arts, including a smaller rehearsal/performance space.	1/28/2020 2:06 PM
45	electrical upgrades and hvac	1/28/2020 1:18 PM
46	Unsure	1/28/2020 9:06 AM
47	Furniture that is more conducive to work; mirrors on the ceilings at crossroads so you can see if someone is coming from the other direction	1/28/2020 9:05 AM
48	na	1/27/2020 2:17 PM
49	Not sure	1/27/2020 1:29 PM
50	Aging infrustructre at main campus,along with some Ed centers . prevenative maint program	1/27/2020 12:22 PM
51	new electrical panels better parking lots multiple hvac projects aging infrastructure on main campus as well as extension centers preventative maintenance program	1/27/2020 12:08 PM
52	New roofs, upgraded HVAC.	1/27/2020 11:52 AM
53	not sure	1/27/2020 11:29 AM
54	Machine shop	1/27/2020 11:10 AM
55	Up dates to keep up with the times.	1/27/2020 9:47 AM
56	Update and replacement of old flooring	1/27/2020 9:11 AM
57	idk	1/27/2020 8:44 AM
58	Use of scheduling in between semesters and summer months	1/26/2020 3:35 PM
59	Road and parking lot repairs	1/26/2020 10:40 AM
60	Gym updating (Locker rooms, offices, conference room, use of empty space)	1/25/2020 10:35 AM
61	Parking Lot repairs	1/24/2020 4:31 PM
62	Unsure.	1/15/2020 2:59 PM
63	Sheltered outdoor communal student/employee areas with furniture.	1/15/2020 2:02 PM
64	While focus was on building new education centers the main campus has been neglected. We have a beautiful campus and are fortunate to have the support of the local communities. I	1/15/2020 12:13 PM

	would like to see KC main campus become a welcoming environment again.	
65	Jane Knight Auditorium, LLC	1/14/2020 4:46 PM
66	Improve parking lot signs to make it clear what areas are designated as faculty, staff, or KC TOP parking only	1/14/2020 4:43 PM
67	electric car charging stations	1/14/2020 4:40 PM
68	Upgraded parking lots	1/14/2020 4:27 PM
69	Parking	1/14/2020 10:59 AM
70	Reconfiguration of desk in offices for safety reasons. Better access to door for emergency exits.	1/14/2020 10:43 AM
71	Need to rearrange office desk space for safety of faculty, leaking ceiling in various areas, wifi problems leading to issues with technology.	1/14/2020 10:37 AM
72	parking areas	1/14/2020 10:30 AM
73	1. Due to deteriorated condition the parking lots on the main campus are in need of replacement 2. Replacement of the current 4-pipe HVAC system	1/14/2020 10:12 AM
74	possible solar collection	1/14/2020 10:06 AM
75	HVAC System	1/14/2020 9:59 AM
76	overall main campus face lift ST, AD, L, A, & HB buildings	1/14/2020 9:57 AM
77	An elevated welding area outside and bigger equipment for shearing bending lifting and rigging.	1/14/2020 9:55 AM
78	Bigger, Better print shop. Theatre, art & Music Building.	1/14/2020 9:45 AM
79	roof leaking, lack of regular access to technology management of faculty offices for safety	1/14/2020 9:40 AM
80	HVAC in HB/L that's better temp regulated	1/14/2020 9:36 AM
81	Don't know	1/14/2020 9:34 AM
82	None we are aware of.	1/14/2020 9:24 AM
83	Not aware of any right now	1/13/2020 3:52 PM
84	Not sure about the question??	1/13/2020 3:44 PM
85	Completely gut the Kaskaskia Room and start again. Replace all the old style school desk-chair combinations with proper tables and chairs.	1/13/2020 3:41 PM

86	I would say improvements to the parking lots.	1/13/2020 3:18 PM
87	a. Improvements/renovations of gym area are needed. This includes painting gym, resurfacing and repainting of gym floor, remodel of entrances (including concession area) to make them welcoming and professional in appearance. Also, remodel of locker rooms on both male and female side –in particular repurpose showers to useful space. b. Improvement of drainage for softball field and repair of tennis courts. c. Enhancing area where Administration parking is now. It would be an improvement to have a walkway in this area for students and staff.	1/13/2020 2:57 PM
88	Haven't been here long enough for this question.	1/13/2020 2:14 PM
89	New CTE building like Lincoln Land College.	1/13/2020 2:11 PM
90	Here is an "outside of the box" idea! It would be fun to have the culinary arts program expand to include food pairings with wine selections. We could have a wine competition held at Kaskaskia College similar to the Mid-American Wine Competition held at Des Moines Area Community College (DMACC) in Ankeny, Iowa. This is a yearly competition open to commercial wineries in Arkansas, Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Montana, Nebraska, North Dakota, Ohio, Oklahoma, Pennsylvania, South Dakota, Tennessee, and Wisconsin. This is also the first competition in the United States to offer a food and wine pairing event. DMACC has an expanded culinary arts program. In addition, we could encourage the agriculture program to have viticulture classes for area vineyards. Illinois has many vineyards and wineries in the Kaskaskia College district.	1/13/2020 2:09 PM
91	None	1/13/2020 2:04 PM
92	Not sure but maybe something that could potentially help us serve the community in some special way to have a more community presence.	1/13/2020 2:02 PM
93	Repair parking lots	1/13/2020 1:41 PM
94	Not sure if a capital campaign is needed but parking lot is the largest space that needs an overhaul.	1/13/2020 1:38 PM
95	Leveling out west parking lot	1/13/2020 1:34 PM
96	Update of parking lots.	1/13/2020 1:29 PM
97	An addition to the kitchen facility at LLC	1/13/2020 1:26 PM
98	Parking lot	1/13/2020 1:23 PM
99	Road repair. Parking lot repair.	1/13/2020 1:20 PM

100	The addition of a full-service kitchen in the LLC facility.	1/13/2020 1:16 PM
101	Solar and being more green. Possible need for car charging stations. If driverless vehicles become more common, what is needed for best maneuvering in parking lots? Will there be more ride-sharing or Uber-type services prompting more need for loading/unloading space rather than parking?	1/13/2020 1:14 PM
102	I think the cafeteria flow needs revamped. When there is several students in line to pay, they have to line up by the drinks and it makes it hard for students to get a drink or even look at the choices in the prepared food area across from the drinks.	1/13/2020 12:58 PM

Q9 How can our facilities be more mission and student centered?

Answered: 115 Skipped: 28

#	RESPONSES	DATE
1	More comfortable seating, more visually appealing areas to include artwork and technology and more private gathering areas for out students.	2/13/2020 2:08 PM
2	I like the KC mission and direction it is heading. One area that I would like to see some improvements is a concentration on the cafeteria and ways to hold the students on campus.	2/10/2020 11:20 AM
3	I realize that habits of students change, but it seems to me that when I attended KC over 30 years ago, that students spent more time in the cafeteria or student center than they do now. I realize that there are significant improvements and a major student center upgrade just around the corner, but if there is not something other than vending machines available for food, I think students will still leave in small groups to go eat somewhere. I feel that food need extend beyond 1:00pm, if we want to see students make the new student center their home. The cost of keeping the entire cafeteria open may be prohibitive, but keeping part of the cafeteria open, example the sandwich station and grill, I feel would go a long way to keeping students on campus, when they have a gap between classes or even having those that stay at nearby housing to return to campus after class.	2/10/2020 9:45 AM
4	Additional study space for individual students and small study group sessions	2/10/2020 9:19 AM
5	For Auto, More space, new slip resistant yet easily cleanable flooring.	2/10/2020 7:38 AM
6	Wear some sort of identification	2/10/2020 6:16 AM
7	Create more secluded student areas that promote informal socialization as well as group studies. Places where students can congregate with their peers, create new relationships, or to work on a project. Additional touch screens to provide information to students who require it quickly.	2/9/2020 2:12 PM
8	Providing proper space and a good environment for teachers to teach their students will greatly influence student wellbeing for many years.	2/9/2020 12:57 PM
9	were pretty solid there	2/7/2020 9:55 PM

10	Offer more physical programs with hands on training.	2/7/2020 5:33 PM
11	Better area in student center for students.	2/7/2020 3:28 PM
12	put in a small coffee shop	2/7/2020 3:14 PM
13	Listen to all students, not just the ones/departments that bring the most money. Maybe the reason the smaller, less profitable departments are like that because they are under equipped.	2/7/2020 2:03 PM
14	I believe a center for after hours for them to relax. Sandwich/pizza shop?	2/7/2020 1:24 PM
15	More study areas tucked away with outlets for students. Maybe in stairwells/hallways. Tables, Chairs, Couches.	2/7/2020 1:21 PM
16	Make fitness center and kcsa building, and perhaps the ACE accessible to students at all times with security coded locks or card swiping locks. Place security cameras and allow security personnel to possibly have sign in posts in order to have knowledge of students' presence. The thought of students damaging property would be an issue, but effective security and monitoring can be arranged, along with a strong hand from coaches in prevention of such conduct. This may decrease boredom with our student-athletes living in the apartments, but I would rather have them on our property, than off of it. I have seen this work at other institutions that i have been at and the issues are not as bad as you would think. School policy for liability would need ammended.	2/5/2020 10:31 PM
17	First, we need to listen to the students. What do they want? And continue to give them what they do not know they "need" – a clean, safe environment.	2/5/2020 9:29 AM
18	Students need more spaces for relaxing and congregating that are comfortable social spaces. This can be inside and outside.	2/5/2020 9:27 AM
19	Not sure	2/4/2020 12:33 PM
20	They need to be inviting and capable to have the technology needed to serve and help them in daily activities.	2/4/2020 11:36 AM
21	Provide more comfortable seating. Have vending machines that work properly.	2/4/2020 11:25 AM
22	Comfortable seating	2/4/2020 11:02 AM
23	I think our campus is well kept and are student centered.	2/4/2020 7:52 AM
24	Continue to ask the students what they want. Not assume we know.	2/3/2020 3:53 PM

25	Continue student satisfaction surveys and encouragement of student attendance/participation in discussion forums with President Evans that are offered on a regular basis at Kaskaskia College. Continue to explore further needs of students by surveying ideas of staff, faculty, administration and community members. Where can students find a campus map identifying buildings?	2/3/2020 3:10 PM
26	The cosmetic appearance of the school is important as we can't look like a dump and expect students to want to come here but it is also important to remember our technology must also live up to the "quality" aspect this includes computer labs and wi-fi.	2/3/2020 2:56 PM
27	I believe we are doing well in this area. My concern is the lack of use with our Educational Centers. Many times you can walk through the buildings, during the day, and not see much taking place.	2/3/2020 2:50 PM
28	The main thing should be to make students feel comfortable (especially temperature-wise) and also energized to learn, which means making sure they have what they need at hand: computers, lab equipment, etc. It should also be kept up to date, which it usually is.	2/3/2020 2:46 PM
29	More small spaces where students can study in a relaxed environment	2/3/2020 2:38 PM
30	I'm not sure.	2/3/2020 2:31 PM
31	I think we are doing a great job with this but I'm in child care center so I don't see these things.	2/3/2020 2:30 PM
32	N/A. I enjoy most staff.	2/3/2020 2:15 PM
33	N/a	2/3/2020 2:05 PM
34	possibly better understanding of blackboard. really focus on the students understanding moving to canvas and online classes	1/30/2020 2:59 PM
35	better tables and chairs in the upstairs of ST don't settle for the cheapest products available and this pertains to supplies!! and equipment!!	1/30/2020 2:32 PM
36	Utilizing our empty spaces to host CE classes for CTE programs with professional licenses.	1/30/2020 1:29 PM
37	Keep (and increase) funding for sports, programs, and organizations that give students scholarships that make college possible! So many local kids receive ZERO from Fasfa or ZERO from parents to help them pay for school. It is the 1000 or full	1/30/2020 10:32 AM

	tuition or book scholarships that make college a possibility for those kids that would other wise have to go directly into the workforce or prison.	
38	Giving the students things that will make them more comfortable and be able to spend time with their friends. All while providing them the needs to have a quality education.	1/30/2020 9:24 AM
39	Do we have enough quiet spaces for students to go to study other than the library. The new signage is great.	1/30/2020 9:05 AM
40	Making more spaces like the veterans space for non-veterans students.	1/30/2020 8:36 AM
41	Maybe by updating and remodeling every outdated part of the campus before remodeling newer parts while leaving others out.	1/29/2020 10:37 PM
42	An area to get meals in the ST building would greatly benefit students who spend much of their day there.	1/29/2020 7:45 PM
43	Have more days like the days where they pass out free coffee and bagels in the HB hallway, those always make my day	1/29/2020 5:39 PM
44	More updates to electronic, phones and delivery systems for these	1/29/2020 4:55 PM
45	More music stuff	1/29/2020 2:08 PM
46	I think that the environment is student centered.	1/29/2020 11:24 AM
47	At one of these many barbeques we have ask the students that attend to fill out of participation forum with a few questions regarding what they want to see or have more of	1/28/2020 6:29 PM
48	A centralized, dedicated Student Commons Lounge Area for all students and a smaller similar area for music students in the Music Department.	1/28/2020 3:44 PM
49	Continue to promote going green, make sure sidewalks and other surfaces are as safe as possible during ice, storms, etc.	1/28/2020 2:06 PM
50	na	1/28/2020 1:18 PM
51	Student Lounge areas	1/28/2020 9:06 AM
52	Water bottle filling stations	1/28/2020 9:05 AM
53	na	1/27/2020 2:17 PM
54	Not sure	1/27/2020 1:29 PM
55	N/A	1/27/2020 12:22 PM
56	n/a	1/27/2020 12:08 PM
57	NA	1/27/2020 11:52 AM

58	All is fine	1/27/2020 11:29 AM
59	larger an updated student center	1/27/2020 11:10 AM
60	Use of better signs informing the student of the different buildings,	1/27/2020 9:47 AM
61	More output from faculty and staff in this area	1/27/2020 9:11 AM
62	make free	1/27/2020 8:44 AM
63	Keep up the positive momentum, remember that every student counts and the positive community perspective.	1/26/2020 3:35 PM
64	Technological advancement	1/26/2020 10:40 AM
65	Select student groups/classes to meet with for Q & A session. Visit other community college campuses for new ideas.	1/25/2020 10:35 AM
66	Place location maps around campus or incorporate maps into the interactive stations.	1/24/2020 4:31 PM
67	Unsure	1/15/2020 2:59 PM
68	Some computer labs would get very warm in the spring-summer timeframe and made classes very unbearable.	1/15/2020 2:02 PM
69	More areas outside for students to utilize	1/15/2020 12:13 PM
70	Step back and analyze our processes to make sure they make sense from the student prospective. We tend to make then jump through hoops that don't make sense to the student or assume they should know how or why we do things. Try to take into consideration someone who has never attended KC & how they are supposed to know what to do to apply, register, apply for FA, etc. Make some student how to videos to be posted on youtube & social media. (example: student Cole is going to apply for admissions today & show you how simple the process is) then he will follow up with the next step of the process & walk them through explaining things that are sometimes misunderstood. Sounds very elementary but some people/students are very scared of or intimidated of the unknown. I think that these videos might help overcome some of that.	1/15/2020 10:44 AM
71	Keep on improving and asking for feedback	1/15/2020 9:31 AM
72	Modernized	1/14/2020 4:46 PM
73	Make campus more welcoming for students. Improve signs around campus to make navigation easier, provide more areas for students to relax and use time between classes	1/14/2020 4:43 PM
74	more signage	1/14/2020 4:40 PM
75	Upgrade the student center, and expand some of the relaxation areas for students on this side of the campus	1/14/2020 4:27 PM

76	I think the college is already doing great being student centered. We ask student opinions and make improvements to the student center will make the feel more comfortable.	1/14/2020 4:24 PM
77	Financial aid & Admissions needs to be more communicable.	1/14/2020 10:59 AM
78	Better internet	1/14/2020 10:43 AM
79	Provide increased technology access throughout all areas for ease of student learning.	1/14/2020 10:37 AM
80	find out what our students would like to see here at the college	1/14/2020 10:30 AM
81	Facilities might consider establishing an ad hoc committee consisting of students with the purpose of gathering feedback regarding current condition of facilities and possible improvements	1/14/2020 10:12 AM
82	need help (or redo) admissions (I get tons of complaints on this) and financial aid	1/14/2020 10:06 AM
83	Update existing tables & chairs used throughout the majority of classrooms.	1/14/2020 9:59 AM
84	during face lift take into account current generation needs.	1/14/2020 9:57 AM
85	Have more help at the education centers for student mentoring and planning. Also I feel we need more evening opportunities for working students. Some don't like online.	1/14/2020 9:55 AM
86	By providing more interactive areas to promote life long learning & support the multiple mobile devices.	1/14/2020 9:51 AM
87	provide increased technology access throughout all campuses to allow students ease to study/test/learn	1/14/2020 9:40 AM
88	keep up with classroom (cold & flu season sanitation) couches, benches in hallways & student areas for studying/hanging out *disability(ADA) tables & chairs need updated; computer equipment outdated for visual aids helps student learning & engagement w/peers	1/14/2020 9:36 AM
89	Improve technology - window 7 is outdated & slow. Many new programs are not compatible with current software.	1/14/2020 9:34 AM
90	Continue to disseminate availability and promote utilization of facilities.	1/14/2020 9:24 AM
91	More space for students to relax, study, or just goof off. More phone charging stations in the rooms or hallways.	1/13/2020 3:52 PM
92	Students need to be comfortable in the classrooms, so the tables and chairs, as well as temperature, need to be addressed.	1/13/2020 3:44 PM
93	Ask the students for suggestions of what they would truly like to see. Limit it to one suggestion per student. Pick the top choice that is feasible and put it in the timeline to be done.	1/13/2020 3:41 PM

94	Usually, students come to me needing more options/better locations to use their laptops and charge their phones without having to move furniture or stretch cords across walking paths.	1/13/2020 3:34 PM
95	Perhaps having a focus group of students. EX: in the student services area bringing in someone who has not previous experience and having them try to access what they need and assess how intuitive it is?	1/13/2020 3:30 PM
96	By offering classes/programs tailored to opportunities for students to graduate and obtain jobs in KC's district	1/13/2020 3:18 PM
97	Offer subsidized or at-cost housing options to low income students Improved and consistent cell service across main campus Put reserved staff parking at the back of the parking lot and let students park closest to buildings Larger glass panels in employee office doors. Create spaces that allow for staff to come out to "waiting"/seating areas to meet with students to resolve nonprivate issues on an ipad like an apple store or some bank centers Eliminate computer labs and move to checking-out laptops from front desks. Increases interaction and allows for more customizable work spaces Add food-truck friendly hook-ups near the gym and HB entrance for events. Provide free wifi that extends to the areas around the regional centers Designated vaping/smoking areas that are comfortable in all parking lots or properties	1/13/2020 3:16 PM
98	Have at least monthly meetings to keep all student services staff up to date with changes and more knowledgeable so students do not get the run around	1/13/2020 3:12 PM
99	Although the marketing of Kaskaskia college is done quite well. There is lack of community awareness that does not realize the possibilities of use at KC that can be utilized. The fitness trail, the LC building, etc. Schools could benefit from perhaps using the fitness trails. More business' utilize the LC building etc.	1/13/2020 3:07 PM
100	Using technology to make instructors and tutoring and advising readily available.	1/13/2020 3:04 PM
101	By providing more areas for campus wide student engagement.	1/13/2020 3:01 PM
102	It would be good to see the goals of being student-centered and the characteristics in the vision statement assessed. This would provide important feedback on evaluating the effectiveness of the facilities in meeting the mission and being student-centered.	1/13/2020 2:58 PM

103	a. Addition of “conversation” areas for students to gather throughout the College. Improve furnishings in the ACE to include more spaces students can sit comfortably and study. b. The enrollment center is the “first look” inside our College for many students and parents and although we have made several improvements over the past two years, more is needed. For example, this area would benefit from new carpeting and other cosmetic changes to “wow” students and their parents when they come the campus. c. Develop door in TRiO office (Yvette Glasgow) leading to hallway where other TRiO team members are housed. This provides opportunity for team communication and improves students’ ability to find their advisors—all in one hallway. d. Remodel/refurnish Kaskaskia Room so the room can be used comfortably by large classes/groups. e. Continue landscaping/cosmetic improvements of grounds. An example of an improvement would be assuring constant blooming flowers in the Japanese maple plant box in front of the HB building.	1/13/2020 2:57 PM
104	Ensuring that we stay on top of new trends and adjust accordingly. For example, charging stations for students.	1/13/2020 2:46 PM
105	I really think the lounge areas are important and student tutoring expansion.	1/13/2020 2:14 PM
106	I think we need uniforms for custodial, grounds, and maintenance because students are sometimes confused about who is employ and what their job is.	1/13/2020 2:11 PM
107	I am not sure how to achieve this, but it would be great to see ways that our students will feel more connected to KC. It is difficult to get that “university” feel on a campus where most of our students commute. Our athletes tend to be more engaged in activities at KC since many live near campus.	1/13/2020 2:09 PM
108	? I think in order to be more mission and student centered we need to know our students and have a clear precise vision. If our student’s desire is to get in, attend class, and leave then our focus should be easy, fast, accessibility from parking to classrooms. If the aspiration is for the students to come and hang out then our focus should be on hospitality, comfort, and creating a welcoming environment.	1/13/2020 2:04 PM
109	Develop in the facilities and IT plan to incorporate new and cutting edge learning tools and improving classroom spaces to incorporate technology	1/13/2020 1:38 PM
110	Continue to improve and stay current on technology in our classrooms and communication efforts with our students.	1/13/2020 1:34 PM
111	Keep up on what students want, great way with the student forums.	1/13/2020 1:29 PM

112	Listen to what students need and want	1/13/2020 1:23 PM
113	Front entrance of Main Campus-first visual upon entry is a wall. Designer would know best but perhaps there is a way to economically make the entrance more inviting, welcoming and open. LLC-reconfigure "reception" area upon entrance to provide more room for crowds registering for an event. Some unused desks take up space and the space could possibly be reconfigured to better handle crowds, registration and greeting prior to events. Some offices are really just storage areas in the prime real estate area of the building.	1/13/2020 1:14 PM
114	There have been many improvements to the overall beautification of the campus and our grounds. This needs to continue.	1/13/2020 1:04 PM
115	I am unable to come up with an answer right now. I am sure the students will have a lot of ideas for this question.	1/13/2020 12:58 PM

Q10 What is one campus feature you have observed at another college's campus that you believe would serve Kaskaskia College students well?

Answered: 118 Skipped: 25

#	RESPONSES	DATE
1	Coffee shop/convenience store	2/13/2020 2:08 PM
2	I have limited exposure to other campuses and have no opinion.	2/10/2020 11:20 AM
3	I cannot answer this question, as I have not been on any other campuses in several years.	2/10/2020 9:45 AM
4	Coffee bar	2/10/2020 9:19 AM
5	Individual bay doors for auto shops,	2/10/2020 7:38 AM
6	Improved signage from the road to your classroom	2/10/2020 6:16 AM
7	Maps at the parking lots and main entrances that could help students locate their classrooms and offices quickly, especially at the start of the semester.	2/9/2020 2:12 PM
8	A band room to hold rehearsals that is different from only an auditorium so we have more space and a safe place to keep all our equipment.	2/9/2020 12:57 PM
9	none	2/7/2020 9:55 PM
10	A greenhouse program that also offers a variety of plants and flowers for sale to help students with costs.	2/7/2020 5:33 PM
11	Kaskaskia is the only college I have been at	2/7/2020 4:39 PM
12	N/A.	2/7/2020 3:28 PM
13	A starbucks	2/7/2020 3:14 PM
14	Well stocked vending machine.	2/7/2020 3:01 PM
15	Proper (sound proof) practice rooms for students, not just closets.	2/7/2020 2:03 PM
16	N/A	2/7/2020 1:24 PM
17	See question #9.	2/5/2020 10:31 PM
18	Unfortunately, it has been a while since I have visited another campus.	2/5/2020 9:29 AM
19	Campus lounge areas for students.	2/5/2020 9:27 AM
20	Audio/Visual faculty support for online lectures	2/4/2020 12:33 PM
21	Cafe and coffee shop for students and staff/faculty.	2/4/2020 11:36 AM
22	• The TVs or message boards that provide students with information about events happening at the main campus and Ed centers. More book rentals.	2/4/2020 11:25 AM

23	comfortable / inviting outdoor space technology / gaming areas - younger generation do this!!!	2/4/2020 11:02 AM
24	gym improvements	2/4/2020 7:52 AM
25	Continue to build, expand and promote current discipline and program offerings. Wellness center, gaming center, working art studios (painting, glass, ceramics), Biotech Programs (food industry maybe our niche based on local industry), STEM Scholarships.	2/3/2020 3:10 PM
26	KC does not have enough spaces for students to get together and work effectively on projects nor do we have any flexible classrooms as mentioned in question 5. Below are some pictures of ideas from other schools.	2/3/2020 2:56 PM
27	Security at SWIC can lock and unlock doors from their control center. This eliminates failure in securing the doors and also to keep unwanted vandals or thieves from the classroom/offices. Camera system update for all the buildings with recording for questionable events. Today, cameras secure the right stories for incidents. It is about keeping our students and employees safe.	2/3/2020 2:50 PM
28	I can't think of anything.	2/3/2020 2:46 PM
29	Outdoor classrooms	2/3/2020 2:38 PM
30	A larger area dedicated to music.	2/3/2020 2:31 PM
31	N/A. KC does an excellent job providing to the students.	2/3/2020 2:15 PM
32	Increased amount of technology at games and on campus, video boards.	2/3/2020 2:10 PM
33	N/A	2/3/2020 2:05 PM
34	a quiet section of the library	1/30/2020 2:59 PM
35	buildings and doors labeled more a lot them need labeled as push/pull to help the flow during rush times on campus	1/30/2020 2:32 PM
36	I observed doors at SWIC that were electronically locked. Security could remotely lock/unlock these doors. This seemed efficient because security didn't have leave their post to unlock a door. Secondly, if there was an emergency, they had control of areas needing to be locked down.	1/30/2020 1:29 PM
37	Improved Drama Department! Funding, resources, and support and encouragement from administrators and employees.	1/30/2020 10:32 AM
38	Other colleges I have visited had 24/hr libraries, multiple places for students to relax, and provided students with incentive activities.	1/30/2020 9:24 AM
39	I haven't observed it but I wonder if longer hours in our fitness center would give students more opportunity to take advantage of the nice facility.	1/30/2020 9:05 AM

40	having vending machines that have fresh food in them or even just having a coffee vending machine like they have in hospitals and other college campuses.	1/30/2020 8:36 AM
41	Student fees to pay for the gym gives the student a membership instead of paying for a membership on top of a students tuition going to pay for it and not getting a membership	1/29/2020 10:37 PM
42	I observed a food cart in auxiliary buildings on a tour at Maryville University. This could be successful at KC as well.	1/29/2020 7:45 PM
43	Room with ping pong tables	1/29/2020 5:39 PM
44	A band room	1/29/2020 2:08 PM
45	I am happy with the services that KC provides.	1/29/2020 11:24 AM
46	By having not as far to walk to get from your vehicle 2 a building especially when it's raining or snowing	1/28/2020 6:29 PM
47	Student Commons Lounge Area.	1/28/2020 3:44 PM
48	The Metcalf Student Experimental Theatre at SIUE is a great black box theatre, a building by itself. But this of course was donated through money from the Metcalf family. Students stage their own productions there and the community theatre groups use it too.	1/28/2020 2:06 PM
49	na	1/28/2020 1:18 PM
50	Unsure	1/28/2020 9:06 AM
51	Water bottle filling stations	1/28/2020 9:05 AM
52	na	1/27/2020 2:17 PM
53	Not sure	1/27/2020 1:29 PM
54	n/a	1/27/2020 12:22 PM
55	n/a	1/27/2020 12:08 PM
56	NA	1/27/2020 11:52 AM
57	I haven't been to any other colleges	1/27/2020 11:29 AM
58	have not been in another college campus	1/27/2020 11:10 AM
59	n/a	1/27/2020 9:47 AM
60	Havent been to other colleges in years its hard to say	1/27/2020 9:11 AM
61	never been to other college	1/27/2020 8:44 AM
62	n/a	1/26/2020 3:35 PM
63	Enhanced cafeteria options	1/26/2020 10:40 AM

64	Longer hours for food service with an evening/ weekend option. Outside flags/banners that indicate an event or activity on campus that day.	1/25/2020 10:35 AM
65	I have not visited another college's campus recently.	1/24/2020 4:31 PM
66	I have seen chain fast food restaurants or coffee shops inside the cafeteria of another campus.	1/15/2020 2:59 PM
67	Directional Floor/ Room Number signs as well as more directional maps throughout campus to allow students to navigate campus easier.	1/15/2020 2:02 PM
68	"wish list for kc) Student learning and tutoring taken to a whole new level. http://www.bladd.com/carroll-center-for-innovative-learning.html	1/15/2020 12:13 PM
69	Registration for multiple semesters at 1 time. Example: register for the classes needed to complete my program at 1 time. This would enable the deans office to forecast the need to create more sections or hire more adjunct faculty. This would also help our enrollment management efforts.	1/15/2020 10:44 AM
70	SIUE has a very nice common area for the students. While our entrance seems to serve that purpose somewhat, it's still an entrance to the building. It would be nice to find a central outside spot that isn't being used and make an easily accessible area for the students	1/15/2020 9:31 AM
71	Electronic swiping for certain rooms to gain access to.	1/14/2020 4:46 PM
72	A link on the website with a map of the campus including room numbers on different floors. Also included a search function to type in a room and highlight where it is on campus	1/14/2020 4:43 PM
73	electric car charging stations	1/14/2020 4:40 PM
74	Coffee shop & more expanded transportation (buses) availability for students that do not drive	1/14/2020 4:27 PM
75	N/A	1/14/2020 4:24 PM
76	The main floor library remodeling at Greenville University provided a collaborative space that may help with student learning.	1/14/2020 4:22 PM
77	Better communication on the website about summer hours/winter/holiday hours.	1/14/2020 10:59 AM
78	A fountain. It enhances the beauty and it could be a gathering place for students.	1/14/2020 10:43 AM
79	?	1/14/2020 10:37 AM

80	bigger gathering areas for students	1/14/2020 10:30 AM
81	Coffee bar	1/14/2020 10:12 AM
82	Easier access to student email for the student.	1/14/2020 10:06 AM
83	Food services; hours not supportive & selection limited; line also extensive often.	1/14/2020 9:59 AM
84	gathering areas that fit current generation	1/14/2020 9:57 AM
85	Robotic welding and more evening opportunities.	1/14/2020 9:55 AM
86	e-sport area e-gaming area	1/14/2020 9:51 AM
87	Lakeland has student apartments right next to college. Started with one and now they are up to 8 or 9.	1/14/2020 9:45 AM
88	provide increased technology access throughout all campuses to allow students ease to study/test/learn	1/14/2020 9:40 AM
89	couches, benches in hallways & student areas for studying/hanging out *disability(ADA) tables & chairs need updated; computer equipment outdated for visual aids	1/14/2020 9:36 AM
90	modernization of lab areas	1/14/2020 9:34 AM
91	Other colleges have a dedicated workspace for their engineering students, which is now coming to fruition at Kaskaskia via ST 210A.	1/14/2020 9:24 AM
92	N/A	1/13/2020 3:52 PM
93	Nothing comes to mind at this time.	1/13/2020 3:44 PM
94	It has been too long since I have visited any other college to name such a feature.	1/13/2020 3:41 PM
95	I would like to see more signage on our entrance roads & walkways helping students know what is located in what buildings. We have done a great job of getting signage on our buildings but guests still don't know where services are offered.	1/13/2020 3:37 PM
96	Collaboration stations. They provide a table and screen(s) for groups to work on projects more easily and without disturbing others.	1/13/2020 3:34 PM
97	Coffee shop (like Star Bucks)	1/13/2020 3:23 PM
98	Having a full time Disability Support Services Coordinator so that students with disabilities can be served better.	1/13/2020 3:18 PM
99	Wifi hotspots that can be checked out at the library for home use	1/13/2020 3:16 PM

100	I was last at SIUC and it is just more vibrant there, more recognition of diversity and has more of a global feel to it. I'm not talking about the students or instructors or staff working there, I'm talking about the art and architecture.	1/13/2020 3:04 PM
101	An outdoor covered solar charging stations with attached seating. (see https://news.vanderbilt.edu/2012/05/07/solar-charging-stations/)	1/13/2020 3:01 PM
102	Collaborative work space as in a learning commons. ACE resembles a more conventional library than a collaborative workspace that utilizes technology.	1/13/2020 2:58 PM
103	Light and open spaces with logical flow of students based on their needs for service.	1/13/2020 2:57 PM
104	I think sandwich/beverage carts located between buildings would be a nice "grab and go" option for students. Coffee Stations could also be made available in student centered areas too.	1/13/2020 2:43 PM
105	Student lounge	1/13/2020 2:14 PM
106	None at this time.	1/13/2020 2:11 PM
107	I have not observed many other college campuses, but when I think about engaging parts of universities, I think of an active library. Universities usually have tables available for group study as well as some areas for quiet study or more relaxed areas where food and drinks are available. As an instructor, I know the benefits of students working together and especially studying together. We have an amazing library at KC! We even have areas where students can study together. The challenge I see is getting our commuter student to see the value in staying at KC to study with others and taking advantage of the activities that KC offers our students.	1/13/2020 2:09 PM
108	Outside vendor food service of variety	1/13/2020 2:04 PM
109	N/A	1/13/2020 1:41 PM
110	A coffee shop or something similar.	1/13/2020 1:38 PM
111	A coffee shop area as well as water bottle fill station by the water fountains.	1/13/2020 1:34 PM
112	Remodeling the student center eating area. More inviting and comfortable.	1/13/2020 1:26 PM
113	I haven't been on another college campus in years	1/13/2020 1:23 PM
114	I have not visited another college campus in many years.	1/13/2020 1:20 PM

115	A student lounge equipped with lounge chairs and couches where students can relax and unwind between classes.	1/13/2020 1:16 PM
116	Add windows in some labs or hands-on areas to showcase programs. This promotes inquiring. Indirect link to increasing enrollment as high traffic hallways with these windows provide insight into opportunities available. Students and even residents of our District often aren't aware of the programs we offer. A visualization via a peak through a window might spark interest.	1/13/2020 1:14 PM
117	A coffee house.	1/13/2020 1:04 PM
118	I have not been to another college campus in almost twenty years.	1/13/2020 12:58 PM

Q11 What technology needs do you foresee for Kaskaskia College in the future?

Answered: 128

Skipped: 15

#	RESPONSES	DATE
1	Strong wifi signals throughout entire campus, strong cell phone coverage throughout the entire campus, security cameras to ensure appropriate coverage of entire campus, modern technology for classrooms and office spaces.	2/13/2020 2:08 PM
2	Video surveillance updates, and training on using the new tech.	2/10/2020 11:20 AM
3	improved WiFi meshed throughout campus, improved cell phone signal to the most current mobile device capabilities	2/10/2020 9:45 AM
4	Increased number of charging stations for students	2/10/2020 9:19 AM
5	Better cell signal and wifi	2/10/2020 7:38 AM
6	Replace very very very outdated phone system	2/10/2020 6:16 AM
7	Better cellular service to ensure phones work anywhere on campus or the educations centers no matter the provider. This is especially important during times of emergency. Charging stations not only in student lounge areas, but in classrooms as well. Continue enhancing broadband as well as wifi capabilities.	2/9/2020 2:12 PM
8	A recording studio for individuals in the music business field to work on the skills needed to produce music.	2/9/2020 12:57 PM
9	security cameras fire alarms	2/7/2020 9:55 PM
10	A better alert system throughout the campus that can cover every building at the same time with verbal communications in the event of a disaster.	2/7/2020 5:33 PM
11	N/A.	2/7/2020 3:28 PM
12	better cell phone towers	2/7/2020 3:14 PM
13	Nursing building sim labs, computer labs, recording studios for music department.	2/7/2020 2:03 PM
14	Better cell coverage	2/7/2020 1:24 PM
15	Keeping wireless access up to speed. Electronic signage outside of classrooms for class cancellations. A better way of issuing class cancellations for 8am classes.	2/7/2020 1:21 PM

16	On line streaming of athletic contests for parents that cannot attend. Perhaps students with intentions of majoring in communication/media related occupations could use this as an opportunity.	2/5/2020 10:31 PM
17	We may not be able to predict what is around the corner, but as more learning materials become digital, we will need to accommodate students with technology and WiFi and data coverage.	2/5/2020 9:29 AM
18	Computers, smartboards, cloud based ways to share information, ways to use products like zoom.	2/5/2020 9:27 AM
19	etext support & training. I am open to moving to etext but I need extensive training. I need to see it implemented at other locations. How does it work? How is class conducted? etc.	2/4/2020 12:33 PM
20	Higher technology with wireless print from phones to printers throughout campus App friendly processes for students a more reliable online platform	2/4/2020 11:36 AM
21	• Updated and better internet and WIFI. Better and clearer projectors.	2/4/2020 11:25 AM
22	computer labs, improved WiFi access some buildings still have limited service.	2/4/2020 11:02 AM
23	Wifi at ball fields, better Wifi for students in housing	2/4/2020 7:52 AM
24	Continue to increase/improve/update cyber security, hardware, software and internet capabilities.	2/3/2020 3:10 PM
25	We need new computers in all the L/HB computer labs. There should also be a focus on having multipurpose rooms. Scheduling of a computer lab is a major problem during peak hours which presents difficulties. If we could move some classrooms to a more flexible approach, instructors wanting lecture could do lecture while those wanting to have a computer lap could utilize a laptop cart. The cart should stay in the room as no faculty member is going to want to run to the ACE, IT area etc to retrieve the cart all the time	2/3/2020 2:56 PM
26	As mentioned above, the cellular device problem is a real concern. I have approached IT, my Dean, and the President about this concern and have yet to hear anything in the way of correcting the recent problem.	2/3/2020 2:50 PM
27	Keeping up with current changes in computer operating systems and applications. Also, making sure that Canvas works as efficiently and conveniently for the student as possible, which means being able to do everything on their phones!	2/3/2020 2:46 PM

28	More screens with more information updated timely – classes cancelled, bookstore sales, upcoming events around campus, what's being served in the cafeteria	2/3/2020 2:38 PM
29	faster connectivity/interactive classrooms	2/3/2020 2:33 PM
30	Better cameras for "TV" classes, or classes that you take in different education centers other than the one that the class is being held in. I took a statistics class that was taught this way, and the camera quality was so poor, I couldnt tell what the professor looked like.	2/3/2020 2:31 PM
31	Cell tower for better cell receptions in HPC building	2/3/2020 2:30 PM
32	I am sure more computer labs, but I wouldn't forget that most students do enjoy physical text books and face-to-face learning. A lot of students I speak to are worried that they will lose the "community" feeling of KC, and it will be more online,etc.	2/3/2020 2:15 PM
33	Live stream athletic games, sports information person.	2/3/2020 2:10 PM
34	need to rethink ITV and computer labs. Books are moving online every class has shell so maybe need to think more in the future about technology needed in the f2f classes	2/3/2020 2:06 PM
35	Virtual viewing Campus tours Ball games	2/3/2020 2:05 PM
36	bluetooth printers?	1/30/2020 2:59 PM
37	updated computers keyboards	1/30/2020 2:32 PM
38	Internet, wifi and cell service upgrades. There are dead areas on campus where there is no service. It seems that in 2020, there shouldn't be places with no service. This is a safety issue.	1/30/2020 1:29 PM
39	Fix the janky projectors, update computers, create a stronger wifi that students can connect to.	1/30/2020 10:32 AM
40	I see the college needed new computers and computer labs, but also more WiFi and TVs to show the events that are happening.	1/30/2020 9:24 AM
41	Equipment upgrades are important. We must keep up on upgrading individual computers and classroom equipment.	1/30/2020 9:05 AM
42	I believe that in the future we might need to consider capabilities for students to be able to print from their laptops.	1/30/2020 8:36 AM
43	A recording studio for vocal majors and music industry majors who need it to prepare for a higher learning.	1/29/2020 10:37 PM
44	Library computers will need updated.	1/29/2020 7:45 PM
45	Updated computers for science building use	1/29/2020 5:39 PM
46	see above	1/29/2020 4:55 PM
47	Updating computers and wifi	1/29/2020 3:16 PM
48	Recording studio	1/29/2020 2:08 PM

49	I think that KC could use updates for their online courses and improve things such as communication between professor and the students in the courses.	1/29/2020 11:24 AM
50	A lot less building space which means less material. So let's start getting rid of some of the stuff in the basement of the Ag Building	1/28/2020 6:29 PM
51	Reliable Internet in all classrooms. Internet reception is sketchy and sometimes unreliable in the Music Department area.	1/28/2020 3:44 PM
52	We need more body microphones for our stage productions. We have only 8 that ever seem to work and it gets expensive to rent more each show, and the balance of sound is bad when we just ask other actors to project more because we don't have enough mics.	1/28/2020 2:06 PM
53	student needs electrical	1/28/2020 1:18 PM
54	Be able to Live Stream Events on Campus	1/28/2020 9:06 AM
55	Instant messaging, ability to share screens	1/28/2020 9:05 AM
56	na	1/27/2020 2:17 PM
57	Not sure	1/27/2020 1:29 PM
58	to try to upgrade the technology as much as possible	1/27/2020 12:22 PM
59	n/a	1/27/2020 12:08 PM
60	NA	1/27/2020 11:52 AM
61	Need new computers	1/27/2020 11:29 AM
62	small engine tech lawnmowers	1/27/2020 11:10 AM
63	Up grading of over head projectors and lighting.	1/27/2020 9:47 AM
64	To just keep new and updated equipment for programs	1/27/2020 9:11 AM
65	idk	1/27/2020 8:44 AM
66	Not sure but I feel we need to seek the needs of the area businesses to meet their needs to keep a strong community.	1/26/2020 3:35 PM
67	We need to upgrades computers and internet for faster connections	1/26/2020 10:40 AM
68	Stronger Wi-fi	1/25/2020 10:35 AM
69	The College will need to continuously stay on top of the latest technology to attract students to campus.	1/24/2020 4:31 PM
70	New data links to out buildings; HVAC controls software upgrades	1/16/2020 11:11 AM
71	Expanded online offerings. More mobile-friendly content.	1/15/2020 2:59 PM
72	Newer laptops/laptops with more resources for increasing technological needs.	1/15/2020 2:02 PM
73	Recording booth similar to the one Richland community college just set up in their library, (on the wish list) and http://www.bldd.com/carroll-center-for-innovative-learning.html	1/15/2020 12:13 PM

74	Wifi coverage in the bookstore if nonexistent. (only on for staff use during book buyback. Improved wifi coverage to accommodate the Ebooks. Improved cellular coverage for all buildings & ed centers. Kc Alerts depends on cell coverage to notify students, faculty, & staff of an emergency & this is non existent in many buildings. Example HPC building	1/15/2020 10:44 AM
75	We need to be sure that we are keeping up with current technology. Not just having the latest and greatest, but also making sure that what we have is being kept up to date	1/15/2020 9:31 AM
76	Better technology in the LLC.	1/14/2020 4:46 PM
77	Stronger Wi-Fi and improve cellular reception	1/14/2020 4:43 PM
78	cell reception though out	1/14/2020 4:40 PM
79	Updated computers, projectors for all staff and students	1/14/2020 4:27 PM
80	Better way finding using technology.	1/14/2020 4:24 PM
81	Additional building to building conduit for fiber optic cabling may be required to the sports complex, the east buildings, and other buildings where the existing conduit is already full.	1/14/2020 4:22 PM
82	Better computers in the student area at crisp.	1/14/2020 10:59 AM
83	Internet service	1/14/2020 10:43 AM
84	Better wifi so students can easily access internet for classroom activities - laptop use in classroom to take online testing.	1/14/2020 10:37 AM
85	better wi-fi	1/14/2020 10:30 AM
86	Additional meeting spaces for small groups. Spaces should provide wall-mounted TV screens for the display of documents, etc.	1/14/2020 10:12 AM
87	*maintenance of buildings HVAC to library, admin, sT	1/14/2020 10:06 AM
88	Systems in place are slow to boot, login, & access needed items - responsive technology should be used.	1/14/2020 9:59 AM
89	a standard technology package for each type of room	1/14/2020 9:57 AM
90	More CTE areas and chances for department collaboration for the trades.	1/14/2020 9:55 AM
91	anything with video much better wireless service at certain locations on campus	1/14/2020 9:51 AM
92	Better Wifi! Maybe a way for students who can not afford laptops, to rent them or check them out for library use.	1/14/2020 9:45 AM
93	laptop device for each student & mobile device for each faculty	1/14/2020 9:40 AM
94	updated computer tech in classrooms/updated projectors	1/14/2020 9:36 AM
95	upgrades	1/14/2020 9:34 AM
96	Updated computers in ST 210 and additional supporting software.	1/14/2020 9:24 AM

97	More electronic signage, room schedules, or upgraded KCTV	1/13/2020 3:52 PM
98	Quick and safe WiFi and continuing up-to-date technology.	1/13/2020 3:44 PM
99	Increased bandwidth, upgraded computers and software. More adaptive equipment and software for students with visual and auditory impairments.	1/13/2020 3:41 PM
100	Student computers need replaced in the enrollment services area.	1/13/2020 3:37 PM
101	As mentioned above, collaboration stations are areas or small rooms that provide the technology to share what's on laptop screens and make it easier to collaborate. Newer iPads to replace the outdated ones we loan out might be nice.	1/13/2020 3:34 PM
102	More integrated ID features – ex: student ID to swipe for cafeteria, library, fitness center access.	1/13/2020 3:30 PM
103	A more user friendly application process and way to register for classes via MyKC. Maybe a KC app to be more mobile friendly.	1/13/2020 3:26 PM
104	A type of instant messenger for dept/staff use.	1/13/2020 3:23 PM
105	I am not very knowledgeable in this area.	1/13/2020 3:18 PM
106	A way to print some things out in color. Perkins Color Printer is currently housed in ST Building in same room as color copier	1/13/2020 3:12 PM
107	robotics	1/13/2020 3:04 PM
108	Faster, more reliable internet connections	1/13/2020 3:01 PM
109	a. Capability for distance learning b. Expanding use of software programs for compliance and record keeping –for example Maxient (a student system for recording discipline) c. Expanding software systems for securing accurate, real time data regarding our potential and current students (such as Ellucian's Recruit module and a CRM module)	1/13/2020 2:57 PM
110	Update the ITV equipment to minimize the frustration some of the students and instructors experience.	1/13/2020 2:50 PM
111	Charging station tables in classrooms. Currently, many students use their laptops for notetaking etc. and plug into the wall sockets.	1/13/2020 2:46 PM
112	At other colleges, I have seen charging stations placed throughout the buildings that allow students to charge their electronic devices. Many classrooms are also equipped with charging outlets that are imbedded into classroom tables that allow students to charge their laptops, phones, etc. With the technological advances we are making in education, we must continue to be innovative. This may be something main campus and the education centers could look into purchasing for the future.	1/13/2020 2:43 PM
113	More computer labs better internet capability. Mac labs for graphic arts.	1/13/2020 2:14 PM

114	More access and model friendly.	1/13/2020 2:11 PM
115	As an instructor, I see value in investing ways to make our online classes amazing. This will include getting the technology to have proctored tests such as Respondus Monitor. We are already looking into Zoom and the capabilities of this technology. Math instructors use Sympodiums to increase the learning in the classroom, especially for ITV classes. Also, sympodiums or similar technology have the capability to record math presentations and share these with online classes.	1/13/2020 2:09 PM
116	Better teaching technology in all the classrooms that can be accessed and utilized easily.	1/13/2020 2:04 PM
117	Up to date technology when it comes to computers, software programs, office equipment like new chairs etc.	1/13/2020 2:02 PM
118	Electronic timekeeping More conference rooms for small groups for discussion and training	1/13/2020 1:41 PM
119	More accessible online student portal and college app. Updated computers, printers etc for office use. New electronic ways to track student movement and sign ins in student services area.	1/13/2020 1:38 PM
120	The student portal (MyKC) needs a cosmetic make over to be more user friendly and not so bare looking. It also needs an app to make it easier for students to access it from their phones/tablets.	1/13/2020 1:34 PM
121	Faster internet speed. Update of campus ERP software.	1/13/2020 1:29 PM
122	Stronger and ore reliable WIFI connection	1/13/2020 1:26 PM
123	Electronic Timekeeping	1/13/2020 1:20 PM
124	Updated computers for both students and employees	1/13/2020 1:18 PM
125	Stronger and more reliable wifi connectivity	1/13/2020 1:16 PM
126	A college campus needs to remain on the cutting edge of technology, so continuous updates need to be part of the overall plan. In the LLC, Wi-Fi access continues to be an issue and something I hear consistent complaints from our guests. Installing additional boosters at various locations inside the building would be helpful.	1/13/2020 1:04 PM
127	The computers will always need to be updated to keep up with new technology.	1/13/2020 12:58 PM
128	Updating computers more frequently	1/13/2020 12:55 PM

Q12 Please share any final thoughts or ideas about the Kaskaskia College Main Campus, Education Centers, and Crisp Technology Center (buildings and grounds)?

Answered: 100

Skipped: 43

#	RESPONSES	DATE
1	Cleanliness, comfort, and access to advanced technology are essential to an environment conducive to learning.	2/13/2020 2:08 PM
2	The main campus parking lot and roads need some updating but overall the campus is excellent and headed in the right direction.	2/10/2020 11:20 AM
3	I realize this is already a work in progress, but the ability to make campus wide notifications to all buildings and grounds, as well as monitor the building and grounds on state of the art video monitoring is of the utmost importance. I know this already a priority, but I felt it was necessary to say that this is in my opinion, a very appropriate top priority. Secondly, I have always found risk management to be a necessity, but have also found that some of the most valuable information came directly from those effected, in this case the staff. Through constant foot patrols, Public Safety has a unique opportunity to identify potential risks or items that may simply improve the overall appearance of the facility. Some of these items, although sometimes seemingly small, can make a noticeable difference in the overall perception and appearance of the facilities and this institution. A form of this probably already exists, but a mechanism to allow for suggestions of everyday improvements, not necessarily a large project, would be helpful. Being new to KC, I would be happy to share my thoughts/opinions from a perspective of someone being new to the KC Family and my initial impression, which is very positive being this is a very friendly, modern, clean and positive college campus. Brian Atchison	2/10/2020 9:45 AM
4	The main campus is clean and welcoming.	2/10/2020 9:19 AM
5	More emphasis on early morning cleanup prior to students being on campus, quit parking mules on the sidewalks	2/10/2020 6:16 AM
6	Kaskaskia College has made tremendous strides in improving its infrastructure and technology to meet the needs of students. It has also worked very hard at creating a more welcoming atmosphere for students and visitors alike. Discussions have taken place toward ideas such as creating more outdoor gathering areas and establishing a coffee shop on the main campus which I believe are important initiatives that need to be pursued. Studies indicate that	2/9/2020 2:12 PM

	the longer a student remains on campus—and in an academic mindset—the greater their chance for academic growth and success. So, if retention is a key strategy for KC, then the College should consider ideas that offer a “sense of place” for students outside the classroom.	
7	I greatly appreciate that I have such a well-kept campus that I attend every day and I believe that the suggestions above for advances in the music department will result in a greater number of students in attendance for that program in future years.	2/9/2020 12:57 PM
8	a lot of the main doors are getting worn out in between hb and st and all exterior doors gym is a good example	2/7/2020 9:55 PM
9	The old greenhouse on the main campus should be sold or possibly donated to a college with a greenhouse program such as College of the Ozarks. The old stone picnic tables near the campus barn should also be sold or donated as they are still very usable.	2/7/2020 5:33 PM
10	Excellent place to work.	2/7/2020 3:28 PM
11	There have been very very many great improvements here the college is looking great	2/7/2020 3:14 PM
12	The open concept at KC is better than SWIC. i.e. SWIC cashiers/security are behind glass. The security desk here at KC is when you walk in the main building, even if you just want directions.	2/7/2020 3:01 PM
13	I understand the places that bring the most money, will be funded the most. But I truly believe finding some of the smaller programs could greatly impact them and thus bring more students and money. The music department is growing as they added a new professor just this year. The music department could use help financially mainly because anything music related is not cheap. The Steinway (pianos) are over \$100,000, not to mention the up keep and if something would break. Again, funding the smaller programs with even just a little more money, or even a little remodel could make a significant difference.	2/7/2020 2:03 PM
14	The projects on campus have been great! The campus looks great!!!	2/7/2020 1:24 PM
15	I feel safe and comfortable in my work environment. The restrooms are always clean and stocked. The cafeteria is clean. Our staff does an amazing job!	2/7/2020 1:21 PM
16	I see Kaskaskia as an above average institution, but needs to continue to upgrade to reach upper level considerations. I am	2/5/2020 10:31 PM

	<p>answering these questions from the standpoint of the softball coach, so i am bias in my thoughts. But i cannot help my thinking that student-athletes make up a decent percent of our enrollment. Just like our curriculum based needs, i want us to strive to be the best in our athletics. And if we are not trying to do that, then what are we doing. In being the best, we will attract the best. I WANT KASKAKSIA TO BE THE PLACE WHERE PEOPLE WANT TO GO TO...To be a desired spot for all reasons, not just because its close or cheaper. LET'S MAKE KASKASKIA THE BEST OF THE BEST, (INSIDE AND OUT!)</p>	
17	KC has clean, maintained facilities. It is something we can be proud of. We need to have facilities that are current and inviting to our student population.	2/5/2020 9:27 AM
18	Random comment: I had one parent say their child went somewhere that had a graphic design degree because KC only had the certificate as an option.	2/4/2020 12:33 PM
19	Great strides have been made, but KC still lags behind many of the schools in our southern Illinois area. We have to be inviting to new students and take care of the ones we have. Having a clean, safe attractive, and advanced environment is key.	2/4/2020 11:36 AM
20	• Art sculptures on the grounds of the Vandalia campus would be nice. It looks a bit bare. The Greenville campus needs to be softened and not look so clinical. It feels like walking in to a doctor's office.	2/4/2020 11:25 AM
21	I've worked here over 35 years and the building and grounds are always improving.	2/4/2020 7:52 AM
22	Continuing to improve parking lots is of value. We always pay tribute to and greatly appreciate our Veteran's, provide excellent student help services/resources including snack services/anonymous extras, have a nice arboretum and a beautiful campus including a well maintained fitness trail/center.	2/3/2020 3:10 PM
23	N/A	2/3/2020 2:56 PM
24	I understand the parking lots will take a lot of work and money to repair. Many campuses I have visited have parking stickers for the students/staff. When I attended SIU-C main campus, I had to purchase a parking tag for the school year. This fee assisted in maintaining and repairing the parking lots. I feel a small fee to students/employees for the year would off-set this cost and our parking lot repairs may get assistance with this new revenue. This campus beauty is great. Under the direction of Jennings Carter and George Evans, the money is being spent on beautifying what we have instead of building more buildings.	2/3/2020 2:50 PM

25	We've spent way too much and effort on putting up more buildings and not enough on what goes on inside them. I'm glad we're getting an opportunity to refocus our efforts.	2/3/2020 2:46 PM
26	I believe there is a lot of room for improvement, to make the college more appealing to students. I think we need to have a true understanding of what the students' needs and the direction of technology to put together the best plan.	2/3/2020 2:38 PM
27	Many music students have complained to other music students about how noisy the practice rooms can be. Students go into them to get away from distractions and noise, but can still hear just about everything going on outside. The music department in general could use some updating and expansion.	2/3/2020 2:31 PM
28	In the past couple years the College is taking on a more clean, modern look and I like it, it looks fresh and clean.	2/3/2020 2:30 PM
29	Keep up the excellent work, install more security cameras for the parking lot on MC, rip up and replace the brown brick floor, and ask students why they don't eat in the cafeteria...That will make me happy.	2/3/2020 2:15 PM
30	N/A	2/3/2020 2:05 PM
31	I feel safe and have learned a lot while at KC so far.	1/30/2020 2:59 PM
32	the issues with the flooring in the classrooms listed above as well as	1/30/2020 2:32 PM
33	Parking lots need immediate improvements. There are no straight sidewalks in the front of campus. Students complain if the weather is hot/cold or rainy that they cannot get from one building to another directly, but having to follow the sidewalks. Aesthetically they may look nice, but they're not functional for quick transfer between buildings.	1/30/2020 1:29 PM
34	I understand that funding is an issue, especially in out state of Illinois. Do not let the students and employees be the ones to suffer and have to deal with this burden. If there are grievances, call up email or send our representatives smoke signals to let them know there is a problem. They can not fix what they do not know. At the same time, sit down and talk to the current and incoming students and employees to know how you can improve. We know what us wrong with campus because we are the ones that have to deal with it.	1/30/2020 10:32 AM
35	I believe if you can provide students the comfort they need as well as promoting education, the college will flourish in enrollment and academics.	1/30/2020 9:24 AM
36	It is great that the hallways are always clean. When we travel to the centers they seem to have the same level of cleanliness and that is great. The grounds are also well kept and beautiful in the summer.	1/30/2020 9:05 AM

37	I think it would be nice if every classroom at least tables and chairs were all the same. it makes the campus look very disorganized sometimes when one classroom looks really nice and another one looks like it hasn't been updated in years.	1/30/2020 8:36 AM
38	The campus is really nice and every field seems encouraged and segregated, its disappointing to see a field such as music being swept under the rug to try to run in the cracks and crevices. I love KC and I just feel very strongly to prepare future students who share my passion to not have to struggle as much as we do.	1/29/2020 10:37 PM
39	Overall, I an very pleased with the KC main campus. The few concerns I have, such as the student lounge area and parking lot, have already been brought to attention. I am happy with the resources provided for students at this time.	1/29/2020 7:45 PM
40	I think the recent grounds update to the bridge and the big ditch look fantastic	1/29/2020 5:39 PM
41	The new stuff she focus on the music department	1/29/2020 2:08 PM
42	Overall I have had a good experience at KC.	1/29/2020 11:24 AM
43	I am very thankful and happy to be a part of this, and do whatever it takes to help things run smoothly and better for everyone	1/28/2020 6:29 PM
44	Some of the restrooms frequently have the same foul odor. Could there possibly be a ventilation problem?	1/28/2020 3:44 PM
45	The KC buildings and grounds crew do great work. They really go the extra mile especially when we have many guests coming to campus - graduation, Veteran's Day, MLK Celebration, etc.	1/28/2020 2:06 PM
46	to see that the students that come through these campus doors have the best technology that the campus has to offer them	1/28/2020 1:18 PM
47	Space is available in our current buildings to accommodate our needs. This has been discussed in the past and should be followed up on.	1/28/2020 9:06 AM
48	The College does a great job with keeping up the buildings and grounds.	1/28/2020 9:05 AM
49	na	1/27/2020 2:17 PM
50	Need to make sure projects get finished once they have been started. I've noticed several areas that need improvement	1/27/2020 1:29 PM
51	would like to see many upgrades to infrastructure. including electrical panels,HVAC,sanitary sewer lines. parking lots.an possible closure of underused ed centers	1/27/2020 12:22 PM
52	n/a	1/27/2020 12:08 PM
53	Parking lots need resurfaced. More LED lighting for energy efficiency.	1/27/2020 11:52 AM
54	Would like to see landscaping around the AEC building.	1/27/2020 11:29 AM

55	keep up the good work at these facilities	1/27/2020 11:10 AM
56	Repairs to parking lots.	1/27/2020 9:47 AM
57	This school has moved forward in so many ways,I am very proud of our progress here at KC	1/27/2020 9:11 AM
58	team work	1/27/2020 8:44 AM
59	First appearances are usually lasting, to drive past the front of campus what do you see? Hopefully a beautiful well maintained, landscape and lawn with buildings of beauty in the horizon. That enhances the growth of our community.	1/26/2020 3:35 PM
60	We need to strive to modernize as much as possible	1/26/2020 10:40 AM
61	The campus continues to improve on a yearly basis.	1/25/2020 10:35 AM
62	New flooring to replace the AD, L, and HB lower levels brick floors.	1/24/2020 4:31 PM
63	I have enjoyed watching Kaskaskia College's campus constantly improve, and I am thrilled to know that our student's and employee's safety is an utmost concern with hiring more police officers.	1/15/2020 2:02 PM
64	Kaskaskia College is a place to be proud of and could be so much more if we begin to focus on ways to take the classrooms into the 21st century. Where learning becomes student centered and not faculty driven. Little changes can make a big difference in all areas of the campuses.	1/15/2020 12:13 PM
65	I think we are going in the right direction but we need to upgrade existing technology infrastructure to meet the demands of today & the future. E books are not going anywhere if anything they are going to be used more and more. Wifi coverage in the classrooms & ACE & TLC need to be adequate for student use.	1/15/2020 10:44 AM
66	I think that we've recently made many improvements, and we're on the right path.	1/15/2020 9:31 AM
67	Jane Knight Auditorium Stage and Control center needs a fix or an upgrade.	1/14/2020 4:46 PM
68	The grounds look very nice. Sometimes the cleanliness in the bathrooms is not the best, and the painting of trim is sloppy.	1/14/2020 4:27 PM
69	I have seen a lot of improvements recently that have really helped the college in many ways. I look forward to seeing the new planned improvements implemented.	1/14/2020 4:24 PM
70	The underside of the bridge between L and AD buildings could use a way to have removable wind-blocking walls during the winter to help make getting around the main campus buildings easier and more comfortable, also it would help prevent icing in that area.	1/14/2020 4:22 PM
71	I love what I do. I feel they do a great job. (Mark Kohnen) signature	1/14/2020 10:59 AM

72	I fee the overall look of the campus has greatly improved over several years. It needs to continually be updated for the "collegic look". The signage, lighting, landscaping etc.has been a positive impact.	1/14/2020 10:43 AM
73	Need to either change the name on the HPC building to PC or change the room plates throughout the building to HPC. The campus map also need to to be changed to HPC instead of PC or change whats above can leave as PC.	1/14/2020 10:37 AM
74	If we ever had the space or buildings that weren't being occupied or used by enough students, I think we should consider opening a police academy. This could bring a lot of extra revenue if we had the means to get the buildings in the right condition to meet standards for training.	1/14/2020 10:30 AM
75	The buildings and grounds at all campus locations are clean, easily accessible and inviting. Many guests visiting the main campus for the first time consistently comment on the attractiveness of the campus and the condition of the surrounding grounds.	1/14/2020 10:12 AM
76	Let me think about this.	1/14/2020 10:06 AM
77	Elevators often have issues with doors.	1/14/2020 9:59 AM
78	technology & furniture ;needs updated	1/14/2020 9:57 AM
79	We are headed in the right direction, but we need to make sure we keep the student to faculty ration low. This will make for a more educational experience.	1/14/2020 9:55 AM
80	I think Kaskaskia College is a wonderful asset to our community.	1/14/2020 9:51 AM
81	#1 lots of trees that aren't very old are tipped. It just takes poles & a rope to pull the trees into proper position. #2 Better signage	1/14/2020 9:45 AM
82	Many of the facilities are not used to their full capabilities. Too many resources wasted on empty facilities.	1/14/2020 9:34 AM
83	The pre-engineering program is very fortunate to have a dedicated workspace and project center that is being utilized to meet needs of engineering students and provides an environment conducive to effective instruction. Preservation of this location (ST 210/ST 210A) is essential to the continued success of the engineering program.	1/14/2020 9:24 AM
84	A few more benches, chairs, and tables outside to encourage students to be outside, weather permitting, would be nice. A few hallway kiosks with a small table, chair, and power access, would be useful.	1/13/2020 3:41 PM
85	The wall paper is peeling in our area.	1/13/2020 3:26 PM
86	I like the plans I have seen. The upstairs cat walk needs to be covered (rain).	1/13/2020 3:23 PM

87	We have a fantastic main campus and great satellite centers and no complaints about physical buildings and grounds.	1/13/2020 3:12 PM
88	Everyone at Kaskaskia has been doing a great job with keeping up with changes and working towards making a campus even better for students and employees alike. Even what little changes I can think of that need to be made I have heard are in the works to being taken care of. Doing work like these surveys and keeping open ears is what makes KC able to grow so well.	1/13/2020 3:09 PM
89	Kaskaskia college is a MAJOR asset in our community and it does make every student feel that success does start here.	1/13/2020 3:07 PM
90	For at least the past year the main campus grounds could not look better. No challenge was too big for building and grounds to face. Just like any place else KC will always need something spruced up but I think the grounds look great and you can see that the buildings are always in the improvement process.	1/13/2020 3:04 PM
91	I would like to see the college presented as something refreshed and new. Through visual curb appeal. The outdated signs in front of the campus are really an eye sore at both entrances. We should have digital boards and the one digital display we have is right in the middle of the two entrances and is easily ignored. So really curb appeal is very important.	1/13/2020 2:14 PM
92	We have come a long way from when I started in the spring of 2007 and I am glad you ask us for our opinion.	1/13/2020 2:11 PM
93	On a final thought, I thought the conversation with Ken Ingersoll and President Evans at the end of the meeting was intriguing. What an interesting idea to consider "out of the box" opportunities for our education centers. President Evans mentioned an example of offering special degrees at the education centers such as only offering electrical degrees at Trenton. We could get creative with other ideas that would only be available at some of the education centers. This may be a way to increase enrollment.	1/13/2020 2:09 PM
94	I have witnessed many aesthetic and needed upgrades in a short period of time that has both enhanced the function, accessibility, and function of our entire campus and education centers.	1/13/2020 2:04 PM
95	I think we are doing great about always thinking about our students, the future, and how we can improve.	1/13/2020 2:02 PM
96	The changes that have been made in the past are going in the right direction and should keep moving to improve.	1/13/2020 1:41 PM
97	We have excellent spaces to work and learn in. Some upkeep items and cosmetic improvements could make our campuses the world class place we strive to be.	1/13/2020 1:38 PM

98	Our campus and centers are always look nice and clean. Continue to update older areas and find ways to use spaces that may be under-utilized.	1/13/2020 1:34 PM
99	The campus looks cleaner and nicer and I appreciate the new lighting.	1/13/2020 1:23 PM
100	Parking lots should be resurfaced as soon as feasible. Thanks for listening. I forgot to mention Wastewater Treatment Plant. I just want it listed somewhere so we don't forget about it in our MFIP. I don't know what to do about it, but at some point it needs to be addressed. Thanks.	1/13/2020 1:14 PM

BOARD APPROVAL

The 2020-2035 Master Facilities and Improvement Plan (MFIP) is approved this
23rd day of March 2020.

John W. Hawley

Chair, Board of Trustees
Kaskaskia College

Laura Wedekemper

Secretary, Board of Trustees
Kaskaskia College