Comprehensive Standard 3.11.3

7. The institution operates and maintains physical facilities, both on and off campus, that appropriately serve the needs of the institution’s educational programs, support services, and other mission-related activities. (Comprehensive Standard 3.11.3)

   X  Compliance      ___ Non-Compliance

3.11.3 – Physical Facilities

Narrative:

Buildings/Grounds
Chipola College operates and maintains physical facilities, both on and off campus, that are adequate to serve the needs of the institution’s educational programs, support services, and other mission-related activities.

The college operates and maintains extensive physical resources, including buildings and equipment, developed to support educational programs, support services, and other mission-related activities.

All construction, remodeling, and renovation projects at Chipola College are designed to meet or exceed the standards of the State Requirements for Educational Facilities (SREF) and the Florida Building Code, which was incorporated into the SREF on January 1, 2001.

The SREF sets guidelines for the safe and proper utilization of an educational facility and is used along with the college’s Capital Improvements Plan (CIP) to ensure the adequacy of college facilities. The requirements for the CIP are found in the SREF. The CIP sets the institutional priorities for new construction, remodeling, renovation, site improvement, and maintenance. Meetings and data collection among college personnel and students help evaluate the adequacy of physical resources. From these data a list is compiled that describes the improvements necessary to accommodate the campus community. This information is used, under the President’s direction, to determine the priority of future projects and develop budget estimates.

Guidelines for the amount of space that can be used for a specific program are outlined in the SREF. In the SREF, the State describes the minimum and maximum square footage per occupant for every program or space use proposed by the college. The SREF also recommends the number of occupants for a specific space and other related spaces that must be constructed to support the specified program. Classroom and laboratory spaces are allocated to programs based on enrollment in these programs. The process for allocation of specific spaces is the function and responsibility of the college administration.
Chipola College conducts an educational plant survey every five years in compliance with SREF. The Chipola College Educational Plant Survey uses projected student enrollments to determine the square footage of building space needed to support the educational programs. The estimate of needed space is compared to existing building square footage to identify areas where additional space is needed. The Plant Survey is then used to support the college’s request for approval and funding of building projects that will provide adequate physical resources for an effective learning environment. The last Plant Survey was conducted July of 2008 (2008). A new survey will be completed in Fall 2013.

The Florida Community College System requires data submission per term for the Facilities/Capital Outlay database. From the database submission, a room utilization report documents that the classrooms and laboratories at Chipola College meet the requirements for effective room use.

Chipola College provides for the upkeep of its property. The Chipola College Maintenance Manual (3) addresses routine, preventative and deferred maintenance of buildings, equipment, and grounds. There is a written schedule for regular maintenance activities and a written record of projects completed.

A Facilities Master Plan provides for facilities development. Pursuant to the SREF, the college submits the Facilities Master Plan to the State together with its Educational Plant Survey. Consultants hired by Chipola College periodically update the Master Plan. The Facilities Master Plan contains campus site plans, information about future buildings, and infrastructure information, including the location of all major electrical systems, air conditioning piping, and water and sewer systems. The Master Plan also contains possible future roadways and additional parking areas. The next scheduled update will be with the 2013 Plant Survey.

Technological Facilities and Resources
All of the academic buildings on Chipola College’s campus are interconnected through a 1 GB fiber optic backbone. Periodic load-monitoring has shown typical backbone utilization to be less than 10%. Therefore, the current backbone is well-positioned to handle significant increases in user traffic.

There are currently 18 student computer labs on campus, providing approximately 392 network-connected microcomputers (4). Computer labs are spread throughout campus, servicing all student disciplines. Student to computer ratio is approximately 5.8 to 1.

For students who bring their own computing devices to campus, Chipola College currently provides wireless network access in 16 buildings. Additional wireless connectivity is planned for 2013-2014.

The college currently purchases 30MB-download/30MB-upload of Internet bandwidth from CenturyLink, with the contractual ability to expand to 45MB download/upload. In addition, the college purchases an additional 50MB-download/10MB-upload of Internet bandwidth from Comcast. Having two sources of Internet bandwidth allows the college
to provide independent redundancy as well as load balancing. Periodic monitoring of Internet bandwidth usage shows traffic well within acceptable boundaries that allow for growth ([5]). Quality of Service (QoS) has been enabled to insure that mission critical processes are allocated required bandwidth regardless of overall bandwidth demands.

Sixty-nine classrooms are equipped to enhance visual, auditory and kinesthetic learning through the use of instructional multimedia equipment ([6]). Each of these classrooms is equipped with computer projectors, computer workstations, stereo sound systems and DVD/VCR combo players.

**Distance Learning: Adequate Physical Facilities and Technological Resources**

The college has adequate facilities to support all its programs, including the technological resources to support online learning. The Information Systems Department is centrally located in the newest building on campus. The D2L course management system was utilized through June 30, 2013. Use of Canvas began on July 1, 2013. Student evaluations in online courses indicate that the college provides excellent support for students and faculty.

**Documentation:**

[1] Chipola College Capital Improvements Program through 2012-13
[2] Chipola College Educational Plant Survey
[4] Chipola College Labs
[6] Chipola College Projectors List