

ATTACHMENT B

FISCAL YEAR 2017 CAPITAL OUTLAY PROJECT REQUEST

Institution Name: **Mid Michigan Community College**

Project Title: Project Focus: Academic _____ Research _____ Administrative/Support

Type of Project: Renovation _____ Addition _____ New Construction

Program Focus of Occupants: **Library Learning Services and Career and Technical Education Classroom and Laboratory Space**

Approximate Square Footage: TBD

Total Estimated Cost: **\$12,658,415**

Estimated Start/Completion Dates: **construction design would start immediately after notification of award with an estimated completion of 2 years**

Is the Five-Year Plan posted on the institution's public internet site? Yes

Is the requested project the top priority in the Five-Year Capital Outlay Plan? Yes _____ No

Is the requested project focused on a single, stand-alone facility? Yes _____ No

Please provide detailed, yet appropriately concise responses to the following questions that will enhance our understanding of the requested project:

1. Describe the project purpose.

Mid Michigan Community College seeks state funding through the capital outlay process to expand and enhance its Library and Learning Services facilities and the contiguous classroom and entrance areas in the Howarth and Goldberg wings on its Harrison campus. These renovations have been the core of the College's Capital Outlay Project requests for the past five years and, while modest renovations have been made to improve the space, student access to academic advising, registration, and support services of the College remains disconnected, overcrowded, and misaligned.

In addition to improving space for the College's students and faculty, the proposed renovation will expand the College's ability to meet the needs of its students and the needs of Career and Technical students of the RESD which is located on the campus. Clare-Gladwin counties, which comprise the service districts of the College and the RESD, do not have a Vocational/Career Technical Center like most other RESD/ISD sites. Thus, this project would achieve not only the statutory criteria identified by the State Budget Office (MCL 18.1242), it offers the opportunity to support our State's need to create a seamless talent pipeline from high school to community college. The collaboration would enable CTE students to get a jump-start on their college careers in a safe and effective learning

environment.

Mid Michigan Community College was authorized by the State in 1965 and the Harrison campus was constructed in 1968. This proposed project renovates areas in the original 1968 structure and that were added on to the original structure in 1976. The areas have been well-maintained over the years but are insufficient in size, inefficient in the use of energy, and not conducive (in configuration or lighting) for quality instruction.

As documented in the 5-Year Campus Master Plan (submitted under separate cover), power to the area identified for this project (Library, Howarth, and Goldberg wings) were 1976 additions to the College's original 1968 construction. Power to the addition is fed from the service of the original building. Most of the electrical distribution equipment in the addition is from the original construction (1968) or from the 1976 addition and has reached its expected life. It is a mixture of fair and poor conditions. Most of the light fixtures in the building are fluorescent and utilize T8 lamps. (Peter Basso Associates, Inc. PBA Project No. 2015.0140.00). While the lighting is in good condition, it does not provide for energy efficiency or best light quality for instructional purposes. The Facilities Conditions Assessment identifies an estimated \$1,208,415 in maintenance repairs that should be done in the project area in the next three to five years.

The spaces identified in the project are prominently located at the front of the College's main building and are important to the effective functioning of the College. The renovation will connect the Student Services offices to academic support services in the library and learning services area. The Library and Learning Services (LLS) offers students an array of services including Retention, Academic Testing and Assessment, Tutoring, Writing and Reading Center, Math Lab, Supplemental Instruction and all of the Library Services. In addition, it renovates and connects six classrooms, a large lecture hall, and the RESD culinary instruction area, allowing for safer access across a wing of the building currently interrupted by a driveway. This is especially important to improve bus drop locations and safe entrances for younger students. The classrooms will be used for CTE, dual enrollment, traditional college classes, and evening corporate and community education classes. Relocation of the bookstore will further strengthen the College's services to students and to its high school partners and the Saginaw Chippewa Tribal College which also use the MMCC bookstore for textbook purchases. The space freed by the existing bookstore would be converted to faculty offices.

In summary, the 2017 Capital Outlay Project proposes:

- The integration of the Library and Learning Services under one location to enhance services, create a dynamic centrally located department for students at all levels and in all programs;
- The renovation of outdated classroom spaces, allowing for handicap accessibility in needed areas, and of centrally located faculty offices.
- The relocation of the bookstore space to meet student demand and support partners like local high schools and the Saginaw Chippewa Tribal College.

These renovations demonstrate an investment in existing facilities and infrastructure, correct safety and access issues; improve efficiency, and foster an integration of career development from high school through college.

2. Describe the scope of the project.

This project includes significant expansion of the College's Library and Learning Services area in order to address inadequate space for tutoring, academic support services, and study space. By expanding the first and second floors, Learning Support Services would be centralized; library research tutorials, the bookstore, and faculty-student interaction space would be expanded; and the number of breakout rooms for technology (distance learning) would increase. The renovation and expansion of the Library and Learning Services will enable students to effectively access academic support through the College's Retention Services, Writing and Reading Center, Math Lab, Science Lab, Assessment and Academic Testing Services, Supplemental Instruction and Library Services. With the consolidation of these services, the Student Services department as a whole, including the existing offices for Financial Aid, Registration, and Advising, will be aligned in a centrally located physical environment that would generate a natural flow for students as they utilize each departmental area. The consolidation will not only create efficiency for the students, but will also allow for better management practices.

The proposed project area extends to classrooms and faculty offices surrounding the Library and Learning Services area: from the large classroom (Michigan Room) at the north end of the building, through the Howarth (formerly Allied Health) wing, and into the Goldberg Center. This renovation will enable the College to provide centralized and safe instructional space to students from the Clare-Gladwin RESD who attend classes (both dual enrollment and CTE) at MMCC. Unlike many other Regional Educational Service Districts (RESDs/ISDs), Clare-Gladwin does not have a separate Career Technical Center. It relies on MMCC to provide classroom and technical training space. Some of these offerings, such as welding and automotive technology, will remain outside the scope of the project. However, the culinary courses for the CTE program are offered in the Goldberg Center which anchors this project on the southern end. In between the Michigan Room and Goldberg Center, the proposed project consolidates existing classroom space for enhanced dual enrollment and/or early college courses. It provides CTE and other dual enrolled students, access to the library and learning support services they need to have a strong launch for their college careers. Culinary courses for the CTE program are offered in the Goldberg Center. In response to safety concerns, this project would create safe entrances to the Howarth Wing and the Goldberg Center for CTE and MMCC students.

The project also contemplates moving the College Bookstore to an area on the first floor, adjacent to the Library and Learning Services area. The Bookstore provides service not only to MMCC students but to the many high school partners that offer MMCC dual and concurrent enrollment options and to the Saginaw-Chippewa Tribe.

3. How does the project enhance the core academic and/or research mission of the institution?

This project would combine all of the services of the LLS and Bookstore for better service to MMCC students, including those who are working to jump-start their college education through dual enrollment. By centrally locating the services, all of Student Services would physically be aligned, creating a dynamic flow for student support and success. With the expansion, the Library would be able to expand academic research services through the use of technology. The creation of breakout rooms will allow Library staff to have the tools needed to successfully assist students in academic research tutorials. Supplemental instruction would be enhanced by creating a supplemental instruction lab to further assist students in Biology and Chemistry. Retention Services would also be housed within one location. Students who are identified as at-risk through college entry assessment will be able to work with Retention Services upon completion of testing, and then be immediately introduced to other support areas including the Math Lab, Writing and Reading Center, and Supplemental Instruction. Students would be enveloped in a dynamic area that is structured around Academic Support for success.

The renovation of this space would also create a warmer and more inviting atmosphere for students. The College's main classroom building, constructed in 1968, lacks space for student seating and study. It does not entice students to spend more time-on-task at the College. While the facilities have been very well maintained over the years, functions such as tutoring have been squeezed into existing spaces, giving a cramped feeling to those who try to try to use such services.

4. How does the project enhance Michigan's talent enhancement, job creation and economic growth initiatives on a local, regional and/or statewide basis?

MMCC's entering freshmen continue to be underprepared for college level courses. More than half of MMCC students arrive underprepared in Math and English. More than 60% of MMCC new students are first generation college students needing additional guidance and support in navigating the college experience. The College is anxious to implement the high impact strategies that will promote persistence, retention, and completion. By providing students with the needed resources to reach their academic goals MMCC is supporting the skills and educational growth of our area. In turn these students are given the necessary tools to become employees, employers, and consumers that will strengthen the economic structure in our communities and state.

The College is actively engaged with its business and industry partners. Of special note is the work of the Great Lakes Bay Region STEM Network hosted by MMCC. Working with MMCC staff, the Network has developed an Employer Toolkit as a resource for employers who want to engage with educators to create hands-on learning opportunities at their facilities. The Network is proposing an Employer Resource Center to assist employers in recruiting and selecting students into the STEM talent pipeline. This project would incorporate some of those resource materials and would free-up additional space for Employer Resource Center operations when funding is secured.

5. How does the institution measure utilization of its existing facilities, and how does it compare relative to established benchmarks? How does the project help to improve the utilization of existing space and infrastructure, or support the need for additional space and infrastructure?

The College uses Ad Astra software to track its course schedule and classroom use. The State ACS report provides comparative data regarding its facilities and funding. For 2012-13, state aid per FYES was \$1560, the fourth lowest allocation among all community colleges in the state and 22% lower than it received in 2004-05. Unfortunately, that amount is not offset by property taxes: at \$809 per FYES, MMCC has the lowest property tax revenue per student in the state. Physical Plant expenditures account for approximately 10% of the College's spending. Energy costs, driven in part by the inefficient additions like the one in this proposal, are \$.1342 per cubic ft., the highest among all small community colleges in the state and fourth highest among all 28 community colleges. Costs per square foot, excluding energy, are \$4.21/sq. ft.

MMCC participates in the Voluntary Framework of Accountability and is actively engaged in evidence-based decision-making. Each month, the College hosts an open "Data Discussion" for staff and faculty so that everyone can be aware of important metrics regarding MMCC's student success, its budget, and its future planning.

The Harrison campus Library Learning Service area serves a significant number of students in a fractured environment. The ability to share staffing resources and physical space would be beneficial to the college and the students. In the last academic year, the Writing and Reading Center logged over 1000 appointments, supplemental instruction more than 5,000. Math and the Testing Center each saw more than 2,000.

6. Does the project address or mitigate any current life/safety deficiencies relative to existing facilities? If yes, please explain.

This project would incorporate barrier free seating and access to the College's large lecture hall. In addition, a new entrance would improve safety for students who currently enter the building from the southeast entrance, in a cross-traffic area. This is where buses deliver the CTE and dual enrollment students.

7. How does the institution intend to integrate sustainable design principles to enhance the efficiency and operations of the facility?

MMCC's operating philosophy encourages engineering all renovation and new construction projects to the highest appropriate level of energy efficiency with emphasis placed on LEED requirements. Examples specific to this project include high efficiency window glazing and building envelope design. Consideration will also be given to replacing inefficient air handlers with new high efficiency units. These initiatives will help reduce future energy consumption and costs.

As shown on the 5-Year Campus Master Plan, the College intends to continue investments in its existing facilities with improved lighting and energy efficiencies.

8. Are match resources currently available for the project? If yes, what is the source of the match resources? If no, identify the intended source and the estimated timeline for securing said resources?

College match resources exist within the Building & Site fund balance. Such funds are designated and allocated for future college needs by the Board of Trustees on an annual basis as excess operating funds are identified. It would also be possible for the College to bond this project.

9. If authorized for construction, the state typically provides a maximum of 75% of the total cost for university projects and 50% of the total cost for community college projects. Does the institution intend to commit additional resources that would reduce the state share from the amounts indicated? If so, by what amount?

No. However, the College does recognize that this project is likely to trigger other renovations that would fall outside the scope of Capital Outlay funding. The College intends to move forward on enhancing student non-classroom space as funds become available.

10. Will the completed project increase operating costs to the institution? If yes, please provide an estimated cost (annually, and over a five-year period) and indicate whether the institution has identified available funds to support the additional cost.

Without complete engineering on the mechanical systems for this project it is difficult to project the operating costs to the institution. However, it is anticipated that the savings generated by replacing old inefficient systems with new high efficiency models will offset the additional cost to heat and cool the additional space. There will be increased cleaning costs associated with the increased square footage but these funds will be identified in current operating budgets.

11. What impact, if any, will the project have on tuition costs?

The project will not have any impact on tuition costs. It will however, enable MMCC to be a more effective partner with K-12 schools, thus focusing on the best value for the state's investment in education.

12. If this project is not authorized, what are the impacts to the institution and its students?

If the project is not authorized, the academic support systems—math lab, tutoring, Supplemental Instruction, testing, retention services, and writing lab will continue to be physically separated from the library. This will not allow for efficiencies in the use of staff and cross-training opportunities to assure adequate coverage. In addition, students will continue to experience frustration trying to

maneuver through various offices to access academic support services. The current limited study areas do not encourage collaborative learning. Technically advanced study rooms will not be available, students will continue to have limited access to important study technologies and student collaborations. Also, without this project taking place students will continue to feel the stigma of going to the tutoring center for help. Having support services as part of the library will have less negative stigma attached.

13. What alternatives to this project were considered? Why is the requested project preferable to those alternatives?

Some inadequate consolidation of service in the Library and Learning Services are has already been done as the College has petitioned for capital outlay funding for this project. In this smaller scale attempt, some support services have been moved to the library. However, no classroom or office renovations have been attempted. CTE courses, the bookstore, and other services remain dispersed throughout the building. Group study spaces have been virtually eliminated.

This project is not asking for a brand-new building. The College seeks funding to make an existing building more energy and cost efficient, to renovate and reconfigure space for greater effectiveness, and to support our current and future students in their academic endeavors.