



NECC Strategic Plan

Goal Team 1: Develop a Comprehensive Campus in Downtown Lawrence

Meeting Minutes

April 2, 2014

Attendees: Donna Bertolino, Rich Brown, Beth Donovan, Frank Dushame, Lane Glenn, Dick Goulet, Mary Farrell, David Gingerella, Ellen Grondine, Mike Hearn, Martha Leavitt, George Moriarty, Dawna Perez & Wendy Shaffer

Absent: Noemi Custodia-Lora, Pat Demers, Nancy Garcia Bill Heineman, Jean Poth, Magdalena Suarez-Shannon & Lori Weir

Lawrence Campus Backfill Subcommittee Updates

Martha Leavitt/Dick Goulet

- Detailed project plan attached.

FY15 Budget Update

Lane Glenn

- FY15 budget up in air. Legislator releasing budget on April 9th. Dept of Higher Ed has asked for 20 million additional for community colleges to distribute against funding formula. We need to raise our fees this year. This issue is not settled. If we were to freeze fees best we could hope for 5% additional in funding. We lost money last year and can't hold fees same for two years. Raising fees and implementing a facility fee, we will most likely allow us to break even and put some money into capital budget. If we don't do it this year we will get further and further behind. We will not be able to act on goal one recommendations until we know more about the budget. Our board will approve a budget in June.

Lawrence Backfill Project Plan

Department	Project	Description	Status	Fiscal Yr	Funding Source	Funded Yes or No	If YES - Include Org number AND Charts of Accts Index #	Projected Costs	Internal / External Resources	Priority	Notes	Outstanding Issues/Next Steps
Student Success	Relocation of Student Success Area	Student Success Center Relocation	Hold								ON HOLD/ Move to L135 pending Assessment move to 420 Common St	
Tutoring	Expand Tutoring - L200-L229, L231 A/B	Electrical	Proposed					10,500			relocation of existing electrical	Identify funding source
Tutoring	Expand Tutoring - L200-L229, L231 A/B	General Construction	Proposed					8,000			partial wall divider, interior windows	Identify funding source
Tutoring	Expand Tutoring - L200-L229, L231 A/B	Flooring	Proposed	FY15	G1- Projected Costs incl in G1 proposed budget request			10,000			carpet, include hallway near stairs	Identify funding source
Tutoring	Expand Tutoring - L200-L229, L231 A/B	Facilities	Proposed		Facilities Op Budget			4,000			paint, patch etc.	Approval needed to move forward
Tutoring	Expand Tutoring - L200-L229, L231 A/B	A&EE Services	Proposed								\$150 hr	Identify A&EE costs and funding source
Tutoring	Expand Tutoring - L200-L229, L231 A/B	IT	Proposed	FY15	G1- Projected Costs incl in G1 proposed budget request			13,758			reconfiguration IT (data/power poles). /includes printer \$700, includes 2 phones \$558 / Does not include computer costs	Identify computer costs & funding source
Assessment	Assessment Move to 420 Common	Furniture	Hold					85,000			Furniture costs of \$85,000 (soft est.). Will need to obtain new estimate when build is a go	Pending 420 Common 2nd floor build
Assessment	Assessment Temp Move to L135	Facilities	Proposed					\$2,000			patch & paint	Identify funding source
Assessment	Assessment Temp Move to L135	Furniture	Proposed					0			Temp furniture to be used from L135 (no cost)	Approval needed to move forward
Assessment	Assessment Temp Move to L135	Electrical	Proposed	FY15	G1- Projected Costs incl in G1 proposed budget request			2,000			Cost to redistribute some electrical for testing stations	Identify funding source
Assessment	Assessment Temp Move to L135	IT	Proposed	FY15	G1- Projected Costs incl in G1 proposed budget request			16,158			(2) data switches \$12,000, IT Infrastructure needs \$3600/ 2 phones \$558 / 20-30 redeployed computers (no costs)	Identify funding source
ECE	ECE Classroom Space - L014	Facilities	Proposed	FY14	Facilities op budget	Yes	org 5400 Index NK	4,700			paint, patching etc.	Approval needed to move forward
ECE	ECE Classroom Space - L014	General Construction	Proposed	FY14	Facilities op budget	Yes	org 5400 Index NK	1,000			door removal	Approval needed to move forward
ECE	ECE Classroom Space - L014	Furniture	Proposed					8,511				Identify costs & funding

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ECE	ECE Classroom Space - L014	IT	Proposed	FY15	G1- Projected Costs incl in G1 proposed budget request			800			\$800 for data drop near faculty desk	Identify funding source
General Classrooms	Classroom Conversion of L09, L18 & L22	Facilities	Proposed	FY14	Facilities Op budget	Yes	org 5400 Index NK	\$2,880			\$1880 for paint, patch L18, L22/\$1000 for paint, patch L09	Approval needed to move forward
General Classrooms	Classroom Conversion of L09, L18 & L22	Flooring	Proposed					\$2,500			replace L09 carpet with VCT	Identify if L09 has asbestos flooring & costs to remove
General Classrooms	Classroom Conversion of L09, L18 & L22	Furniture	Proposed	FY15	G1- Projected Costs incl in G1 proposed budget request			\$19,000				Identify funding source
General Classrooms	Classroom Conversion of L09, L18 & L22	IT	Proposed					\$0			standard smart rooms no cost per Dave M	
Faculty Space	New Faculty Office Space L255-270	Facilities	Proposed	FY14	Facilities Op Budget	Yes	org 5400 Index NK	2,000			paint and patch	Approval needed to move forward
Faculty Space	New Faculty Office Space L255-270	Flooring	Proposed	FY14				6,000			carpet to be completed in conjunction with tutoring project	Identify funding source
Faculty Space	New Faculty Office Space L255-270	A&EE Services	Proposed								\$150hr	Identify A&EE costs & funding source
Faculty Space	New Faculty Office Space L255-270	Furniture	Proposed					46,000			These are the exact same workstations ordered for El Hefni. Quote include (9) 4 drawer lat files (we may not need this many). Quote to be modified to change (2) lat files to (2) storage units) Suggest we have Jodi negotiate lower pricing	Finalize furniture costs & funding source
Faculty Space	New Faculty Office Space L255-270	IT	Proposed					18,400			\$10,500 New data/voice drops. New IP Phones require replacement of legacy digital phone sets as result of new configuration. \$3300 for new IP phones. \$4600 data switch	Identify IT costs & funding source
Dental Space	Dental Lab Expansion -L024	General Construction	Proposed	FY15	G1- Projected Costs incl in G1 proposed budget request			\$125,000			Includes design fee, demolition, construction & casework. No flooring costs anticipated	Identify funding source
Dental Space	Dental Lab Expansion -L024	A&EE Services	Proposed	FY15							\$150hr	Identify A&EE costs & funding source

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Dental Space	Dental Lab Expansion -L024	IT	Proposed	FY15				\$2,000			New data drops if required	Finalize costs and funding
Dental Space	Dental Lab Expansion -L024	Furniture	Proposed	FY15				\$8,025			11 stools @ \$275 and \$5K for instructor station	Identify funding source
Dental Space	Dental Lab Expansion -L024	Materials	Proposed	FY15	Donor funding	Yes		\$42,000			cabinet, counters etc. Donor funding not to be used for architect or construction costs.	Pending funding of construction costs
Dental Space	Dental room -L011	IT	TBD					0			part of L013, to be used for student testing etc.	Martha to contact Karen H to see if renovations
Rad Tech Space	Rad Tech Space		TBD								Planning in process	
Open Space	Old Bookstore Space		TBD									
Open Space	Old Cafeteria Space		TBD									
Meeting Rooms	Meeting Room- Refurbish L131	Facilities	Proposed	FY14	Facilities Op Budget	Yes	org 5400 Index NK	\$500			paint, patch etc.	Approval needed to move forward
Meeting Rooms	Meeting Room- Refurbish L131	Furniture	Proposed								Refurbish with right size furniture	Identify costs and funding
Meeting Rooms	Meeting Room- Refurbish L131	Flooring	Proposed					\$2,200			New carpet Sq ft 307	Identify funding source
Meeting Rooms	Meeting Room- Refurbish L144	Facilities	Proposed	FY14	Facilities Op Budget	Yes	org 5400 Index NK	\$600			paint, patch etc.	Approval needed to move forward
Meeting Rooms	Meeting Room- Refurbish L144	Furniture	Proposed								Refurbish with right size furniture	Identify costs and funding
Meeting Rooms	Meeting Room- Refurbish L144	Flooring	Proposed					\$2,600			New carpet sq ft 420	Identify funding source
Meeting Rooms	Meeting Room - Convert L146 to meeting room space	Facilities	Proposed	FY14	Facilities Op Budget	Yes	org 5400 Index NK	\$900			paint, patch etc.	Approval needed to move forward
Meeting Rooms	Meeting Room - Convert L146 to meeting room space	Furniture	Proposed								Refurbish with right size furniture	Identify costs and funding source
Meeting Rooms	Meeting Room - Convert L146 to meeting room space	Flooring	Proposed					\$4,000			New carpet sq ft 507	Identify funding source
Dimitry Library	Library Relocation	Plan	Hold								On Hold Pending Funding	Identify funding source
Dimitry Library	Library Information Literacy Lab	Plan	In Process	FY14	David G/Bill H	Yes		\$100,000			Mike Hearn to develop plan to move forward with phase one of library reno (information literacy lab) at \$100,000 price point	Mike H to develop revised information literacy plan
Dimitry Atrium	Dimitry Atrium - Demolition of Seating /Refurbish	General Construction	Proposed	FY15				\$8,000			demolition of seating area (\$10,000 total for demo & flooring, \$8K & 2K breakout is est.)	Identify funding source
Dimitry Atrium	Dimitry Atrium - Demolition of Seating /Refurbish	Flooring	Proposed	FY15				\$2,000			patch flooring after seating demo (\$10,000 total for demo & flooring, \$8K & 2K breakout is est.)	Identify funding source

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Dimitry Building	Dimitry Atrium - Demolition of Seating /Refurbish	Furniture	Proposed	FY15				\$2,000			addition of new seating 10 stools @ \$200 each	Identify funding source
Lawrence Campus	Lawrence Campus Signage - Dimitry Building	General Construction	In Process								Fix "Y" in Dimitry Sign & Standardize Lawrence Campus Signage	Identify repair costs and funding source
Lawrence Campus	Lawrence Campus Signage - Haffner Building	General Construction	Proposed								Standardize Lawrence Campus Signage & façade improvements	4/7/ conversation started with Haffners. Looking info
Lawrence Campus	Lawrence Campus Signage - Buckley Garage	General Construction	Proposed								Standardize Lawrence Campus Signage, enhance interior and exterior signage	Brad to discuss city partnership re: improvement for signage
Lawrence Campus	Lawrence Campus - Art & Aesthetic	Interior Design	Proposed								Policy and purchases for art and aesthetic improvements	Discuss policy & next steps
420 Common St	420 Common St, 2nd floor build out	Plan	Hold									
Paralegal	Paralegal meeting room - utilize L253	Facilities	Proposed								Paralegal accreditation requires private meeting space be avail for paralegal faculty to meet with students/ suggestion to use L253	Identify any associated costs
								\$568,032				