Standard Eight

Physical Resources

Introduction

WNC has been successful in maintaining and developing facilities to support the institution’s mission and goals on three campuses, located in Carson City, Fallon, and Minden, and at five instructional centers in the communities of Fernley, Hawthorne, Lovelock, Smith Valley, and Yerington.

It is the mission of Western Nevada College to inspire success in its community “through opportunities that cultivate creativity, intellectual growth and technological excellence, in an environment that nurtures individual potential and respects differences.”

The college’s three campuses and five rural instructional centers provide post-secondary educational services to a wide variety of students within the 18,000 square miles of the institution’s service area. (8.A.1)

Instructional Support Facilities

WNC has sufficient and adequate instructional facilities to complete its mission, meet its goals, and fulfill its various instructional functions.

The Carson campus is located at the northwest corner of Nevada’s state capital city and is nestled within the foothills of the Sierra Nevada. The city's economic base consists of manufacturing, government, and tourism. The Carson campus, the main campus of WNC, is the primary work location for more than 200 full-time faculty and staff and offers a full range of degree programs and student services.

Located 60 miles east of Carson City in Churchill County, Fallon is known as the "Oasis of the Desert." The major industries in Churchill County are agriculture and services related to one of the U.S. Navy’s most active military bases: the Fallon Naval Air Station. The Fallon campus is the primary work location for more than 30 full-time faculty and staff. The campus also serves as the hub for the rural centers by providing administrative support and leadership to their operations.

Fifteen miles south of Carson City are the cities of Minden and Gardnerville located in Douglas County. The Douglas Campus is two miles west of Minden. The industrialization of the agriculturally rich Carson Valley created a major population boom in the 1980s and 1990s. This “boom” encouraged the college to solicit private contributions and legislative support to purchase property and develop the Douglas campus. The campus is the primary work location for five full-time faculty and staff. Supported heavily by academic and student services from the Carson campus, the Douglas campus provides the necessary courses leading to the associate degrees offered by the college.

For more than 35 years, WNC has cultivated relationships with the school districts in Lyon, Pershing, and Mineral counties in order to provide appropriate college services to rural students. Through these vital partnerships, Western has been able to service high school early entry/dual credit needs as well as the adult evening student population through traditional classroom, interactive video (IAV), and web-based instruction.
Table 8.1: Population Growth Within the WNC Service Area

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>2000 POPULATION</th>
<th>2008 POPULATION ESTIMATES</th>
<th>% INCREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carson City</td>
<td>52,457</td>
<td>57,600</td>
<td>10%</td>
</tr>
<tr>
<td>Churchill</td>
<td>23,082</td>
<td>26,981</td>
<td>17%</td>
</tr>
<tr>
<td>Douglas</td>
<td>41,259</td>
<td>52,131</td>
<td>26%</td>
</tr>
<tr>
<td>Lyon</td>
<td>34,501</td>
<td>55,820</td>
<td>62%</td>
</tr>
<tr>
<td>Mineral</td>
<td>5,071</td>
<td>4,401</td>
<td>-13%</td>
</tr>
<tr>
<td>Pershing</td>
<td>6,693</td>
<td>7,192</td>
<td>9%</td>
</tr>
<tr>
<td>Storey</td>
<td>3,399</td>
<td>4,384</td>
<td>29%</td>
</tr>
</tbody>
</table>

Fernley is located 50 miles northeast of Carson City and is the fastest growing community within the WNC service area. The economic backbone for the community is manufacturing. In addition, Fernley has become a bedroom community to the much larger cities of Reno and Sparks, which are only 38 miles to the west. The Fernley Center office, IAV classroom, and computer lab are located in a double-wide mobile unit located on Lyon County School District property. The center uses classroom space at the high school in the evening.

Approximately 60 miles to the southeast of Carson City, Yerington and Smith Valley are communities whose economies depend on agriculture. Unfortunately, both are suffering economically because of water rights issues regarding the Walker River. For many years, the high schools have provided office and IAV classroom space for college use.

Hawthorne, the most remote community serviced by Carson City, is approximately 135 miles southeast of Carson City. With the downsizing of the Hawthorne Army Ammunition Depot over the past two decades, Hawthorne has struggled to maintain a sense of community and economic diversification. Nevertheless, Mineral County High School provides Western sufficient space for an office, two IAV classrooms, and a computer lab to service this remote student population.

Lovelock is situated 90 miles northeast of Carson City. Although economically depressed as is all of rural Nevada, Lovelock has maintained a stable population due to its agricultural base and the presence of the Lovelock Correctional Center. The Pershing County Instructional Center houses both the WNC Lovelock Center and the Pershing County Alternative High School. This facility provides sufficient office and IAV classroom space for college operations in Lovelock.

Periodically the college offers courses and programs in other locations within its vast service area. Lake Tahoe, Virginia City, Dayton, and Schurz become instructional centers when local residents express specific needs. As with the rural centers, the college depends heavily upon local school districts to provide appropriate facilities for these locations.

Construction and renovation of facilities is a college priority. New structures at the Carson campus are the Jack C. Davis
### Table 8.2: WNC Facilities

**Source:** Finance and Administrative Services

<table>
<thead>
<tr>
<th>Structure</th>
<th>Sq. Ft.</th>
<th>Location</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andy Butti Metals Technology Center</td>
<td>10,001</td>
<td>Carson City</td>
<td>Classrooms, labs, offices</td>
</tr>
<tr>
<td>Aspen</td>
<td>24,855</td>
<td>Carson City</td>
<td>Classrooms, labs, offices, lecture hall and performance room, conference room, food services, bookstore</td>
</tr>
<tr>
<td>Bently Hall</td>
<td>14,965</td>
<td>Minden</td>
<td>Classrooms, labs, offices, IAV room</td>
</tr>
<tr>
<td>Bookstore/Storage Building (modular)</td>
<td>1,440</td>
<td>Fallon</td>
<td>Bookstore and storage</td>
</tr>
<tr>
<td>Bristlecone</td>
<td>62,629</td>
<td>Carson City</td>
<td>Classrooms, labs, offices, conference room, art gallery</td>
</tr>
<tr>
<td>Carson High Tech Center</td>
<td>34,890</td>
<td>Carson City</td>
<td>Classrooms, labs, offices</td>
</tr>
<tr>
<td>Cedar</td>
<td>70,667</td>
<td>Carson City</td>
<td>Classrooms, labs, offices, IAV rooms, lecture hall</td>
</tr>
<tr>
<td>Child Development Center</td>
<td>7,652</td>
<td>Carson City</td>
<td>Classrooms and offices</td>
</tr>
<tr>
<td>Donald W. Reynolds Center for Technology</td>
<td>28,472</td>
<td>Carson City</td>
<td>Classrooms, labs, offices</td>
</tr>
<tr>
<td>E. L. Cord Automotive Technology Center</td>
<td>20,387</td>
<td>Carson City</td>
<td>Classrooms, labs, offices</td>
</tr>
<tr>
<td>Fernley Center</td>
<td>1,440</td>
<td>Fernley</td>
<td>Office, computer lab, IAV room, classroom/conference room</td>
</tr>
<tr>
<td>Hawthorne Center</td>
<td>1,600</td>
<td>Hawthorne</td>
<td>Office, computer lab, IAV room at Mineral County High School</td>
</tr>
<tr>
<td>Jack C. Davis Observatory</td>
<td>2,749</td>
<td>Carson City</td>
<td>Classrooms and labs</td>
</tr>
<tr>
<td>Joe Dini Library &amp; Student Center</td>
<td>34,952</td>
<td>Carson City</td>
<td>Library, classrooms, labs, conference room, weight room, indoor sport court</td>
</tr>
<tr>
<td>Lovelock Center</td>
<td>500</td>
<td>Lovelock</td>
<td>Office, IAV room at Pershing County School District facilities</td>
</tr>
<tr>
<td>Piñon Hall</td>
<td>7,632</td>
<td>Fallon</td>
<td>Classrooms and offices</td>
</tr>
<tr>
<td>Sage Hall</td>
<td>10,800</td>
<td>Fallon</td>
<td>Auto and welding shops, classrooms, labs, offices</td>
</tr>
<tr>
<td>Smith Center</td>
<td>625</td>
<td>Smith</td>
<td>IAV room at Smith Valley High School</td>
</tr>
<tr>
<td>Virgil Getto Hall</td>
<td>16,245</td>
<td>Fallon</td>
<td>Library, Academic Skills Center, classrooms, labs, offices, IAV rooms, art gallery</td>
</tr>
<tr>
<td>Woody Wurster Machine Tool Technology Center</td>
<td>8,483</td>
<td>Carson City</td>
<td>Classrooms, labs, offices</td>
</tr>
<tr>
<td>Yerington Center</td>
<td>800</td>
<td>Yerington</td>
<td>Office, four student computers, IAV room at Yerington High School</td>
</tr>
</tbody>
</table>

Observatory, the Joe Dini Library and Student Center, and the John L. Harvey Field. Erected in 2003 with a $100,000 gift to the WNC Foundation and open to students and the public, the Jack C. Davis Observatory provides classroom and cosmic observation facilities for the study of planetary and stellar astronomy. With funding from the legislature, WNC constructed the 35,000-square-foot Joe Dini Library and Student Center, which provides a full range of library and student life services. Privately-raised monies were used to build the John L. Harvey Field for the college’s baseball team.
In addition, Americans with Disabilities Act (ADA) renovations were completed in two phases (2005-07 and 2007-08) in Bristlecone, the oldest building on the Carson City campus, using Campus Improvement Project (CIP) funds. The changes included adding three chair lifts, reconstructing ramps and stairs, building an ADA-compliant universal bathroom, and improving the ADA parking lot between the Child Care Center and Bristlecone buildings.

Located in the Aspen Building, Sarah Winnemucca Hall was converted from its limited use as a large classroom or meeting site to a theater-style lecture room or performance facility through the use of its expanding and mobile seating platform.

In the past four years, the Fallon campus has undergone the following facility improvements:

- Almost every classroom has become a technology-mediated classroom, with a projector suspended from the ceiling and a computer, along with a VCR/DVD, stationed at a movable podium in the front of the classroom.
- A portion of Sage Hall was transformed into office space for the Buildings and Grounds crew.
- A portion of the portable building behind Sage Hall was transformed into additional bookstore space.
- Beck Library, located in Virgil Getto Hall, received a major renovation that increased the number of study desks and computers.
- The café was moved from Sage Hall to Getto Hall to provide better customer service.
- A room in Piñon Hall was transformed into a storage room for geological materials.
- The chemistry lab in Getto Hall and the biology lab in Sage Hall both received needed improvements.
- Carpentry was replaced in Sage Hall and Getto Hall classrooms, the Beck Library, and administrative and student services areas.

Operations at WNC’s instructional sites in Hawthorne and Yerington, including IAV and computer classrooms, were returned to local school districts, causing little if any impact on services or programs offered at those centers. In fact, moving the offices to the high schools has increased WNC’s visibility with high school students and the community. (Tables 8.1, 8.2) (Appendix 8.1; Exhibit 8.1) (8.A.1, 8.A.2)

### Adequacy of Furnishings

While the college has fought to preserve the furnishings budget, it has had to use private funds to offset the recent decline in state funds. For example, in 2007, library staff determined that the Beck Library at the Fallon campus was in need of redesign and refurnishing to better serve students, faculty, and staff. Working with the WNC Foundation, local students, and faculty, library staff accessed privately raised funds for improvements to the Beck Library. The $125,000 renovation provided new furniture, new carpeting, and 10 new work stations. (Exhibits 8.2, 8.3) (8.A.3)

### Maintenance and Operation of Instructional Facilities

WNC’s management, maintenance, and operation of institutional facilities are adequate to ensure the continuing quality and safety necessary to support the educational programs and services of the college. The facilities at Western are also constructed and maintained with due regard
health and safety and for access by the physically disabled.

The Recent Graduate Survey, conducted by Institutional Research staff between the years of 2001 and 2007 inclusive, revealed that an average of 72% of respondents rated overall classroom conditions as excellent or good. The same surveys also reported an average of 81% evaluating the conditions and maintenance of college grounds as excellent or good. These are indicators of high satisfaction among recent WNC graduates.

In 2007, Facilities Management and Planning implemented a Computerized Maintenance Management System (CMMS) to track maintenance and operation of the institutional facilities. It is the purpose of CMMS to increase the effectiveness and efficiency of the department by providing it with immediately available and updated information.

CMMS installation began in 2007. Although it is not anticipated to be fully operational until fiscal year 2013, the system is presently in use by WNC faculty and staff to prepare and deliver online work requests to Facilities Management and Planning for assignment to appropriate members of its crew. The first work order was submitted on February 15, 2007. An average of 1,310 work orders is processed each year.

When installation is complete, Facilities Management and Planning anticipates doing labor accounting and inventory control. Resulting benefits include the standardization of information and the production of valuable maintenance and operating costs reports.

CMMS thus far has proven to be an efficient means for requesting, assigning, and completing needed work. (Exhibits 8.4, 8.5, 8.6, 8.7, 8.8) (8.A.4)

### Health and Safety

College facilities are constructed and maintained with regard for the health and safety of the college community and for access by the physically challenged. A 2005 Non-Academic Program Review Survey, which gathered evidence of satisfaction among employees as part of the program reviews of the Public Safety and Environmental Health and Safety departments, produced outstanding ratings for both areas. Around 80% of respondents strongly agreed or agreed that both departments provide quality customer service, are efficient, and employ staff members who are professional and helpful. Over 85% of the respondents claimed to feel safe on campus.

In that same survey, 26 respondents provided written comments about Public Safety. Of these, 14 identified one or more of the following needs:

- More security officers.
- A professional public safety department that includes sworn law enforcement officers.
- Security coverage 24 hours per day, seven days per week.
- Full-time security officers or facility attendants where there are currently part-time employees.

In addition, in the same survey, two respondents at the Douglas campus expressed concern over the lack of sufficient parking facilities. Currently, the parking lot located at Bently Hall accommodates the vehicles of WNC staff, including faculty and attending students. If the parking lot is full, vehicles must be parked on an unlighted street leading to the Douglas campus entrance off Buckeye Road. To address this problem, WNC recently acquired an...
additional 0.8 acres adjacent to the Douglas campus. It is the plan of the college to grade, gravel, and curb this additional piece of property in the summer of 2010 so that it can be used for overflow parking by the fall 2010 semester.

Starting in 2007, WNC took action to increase campus security. A siren at the Carson campus has provided a needed emergency alert system. A Fallon campus intercom system, activated immediately from any campus phone, will relate emergency information clearly and loudly to all in potential danger. The college has not yet invested in a siren or intercom system for the Douglas campus. Personnel have been actively involved in campus-wide lockdowns and emergency training.

Other improvements for public safety include the following:

- Upgraded signage (for example, displaying emergency procedures, exit pathways, etc.) bolstered by safety training for students and employees.
- Installation of emergency notification software (pop-up messages) on all college workstations.
- The installation of inside locks in some classrooms and offices.
- Electronic reader boards with updated information for students and faculty.
- Installation of a sprinkler system in Piñon Hall at the Fallon campus.

More parking for the disabled was provided at the Carson campus, and lifts, handrails, and ramps were installed. ADA improvements to Rotary Plaza, which connects the Bristlecone and Aspen buildings, are nearly complete. Outdoor areas still requiring ADA improvements will be addressed between 2009 and 2011. The total cost of the ADA renovations, funded by the Nevada Legislature, is over $2 million.

Facilities Management and Planning staff work with academic divisions to establish safe classroom seating capacities and accessibility for the disabled. This information is recorded in the Student Information System to allow for the monitoring of compliance.

Eye washes and showers at WNC’s largest campuses and shops have been upgraded. Automated Electronic Defibrillators continue to be added or upgraded at all campuses. (Exhibits 8.9, 8.10, 8.11, 8.12) (8.A.5)

### Adequacy of Off-Site Facilities

Programs and classes are offered at the rural centers located in Fernley, Hawthorne, Lovelock, Smith Valley, and Yerington to serve their residents and those in surrounding areas. The physical facilities at these sites are provided by the local school districts and are appropriate to the classes and programs that are offered. At each of these facilities, WNC has an office, staffed for a published number of hours, and at least one classroom for transmission of IAV courses from the Carson, Fallon, and Douglas campuses. Western provides computer labs at the Hawthorne and Fernley centers for traditional instruction, completion of homework assignments, or access to web-based classes. At the
Lovelock center, students have access to a computer lab managed by the Pershing County School District, while, at the Yerington center, a limited number of computers are available for student use.

All instructional facilities at the rural sites are evaluated to determine seating capacity and handicapped accessibility. Facility use agreements are negotiated and completed with each off-campus site. (Exhibit 8.1) (8.A.6, 8.A.7)

**Equipment Suitability and Availability**

Western Nevada College provides suitable equipment to students, faculty, staff and administration to facilitate the achievement of its educational goals and objectives.

In the 2009 PARC Assessment and Accreditation Survey of full- and part-time instructors, 86% of respondents agreed that suitable equipment is provided and readily accessible to meet educational and administrative needs.

The WNC IAV system consists of 14 classrooms located at the three campuses and the five instructional centers. These classrooms are an important part of the college’s ability to offer a wider range of classes, including degree-core and elective courses, to students who would otherwise be unable to continue their education. In addition, the statewide feature of the IAV system allows WNC students to complete degrees and programs through Nevada State College (NSC) and Truckee Meadows Community College (TMCC).

The Carson, Fallon, and Douglas campuses have fully equipped computer laboratories with current software programs. The libraries at the Carson and Fallon campuses have computers available for student and public use at no charge. In addition, Dragon Naturally Speaking speech-recognition software and Premier Assistive Technology software, which takes the written word and reads it aloud, are available as needed for the hearing and visually impaired respectively. (See Standard Five.) (Exhibits 8.13, 8.14) (8.B.1)

**Equipment Maintenance and Upgrades**

Equipment is maintained, replaced, or upgraded as needed. Classrooms are continually upgraded with the latest technologies.

In the automotive technology shops in Carson and Fallon, equipment was significantly upgraded to attain National Automotive Technicians Education Foundation certification for the Automotive Technology Associate of Applied Science program.

Other examples of equipment upgrades include the addition of auto engine maintenance equipment to the machine tool shop and new frame straightening equipment in the auto body shop. In all shops, the college has removed older equipment and reoriented machinery to improve access and safety.

WNC remodeled its biology labs in Bristlecone 329 and in Fallon’s Sage 104, adding more storage, additional ventilation, and better work stations to provide increased space for preparation of experiments and dissection of specimens. The Fallon chemistry and biology sections have been segregated to create better accessibility to equipment in both labs. At the Douglas campus, ventilation in the prep area of the science lab has been enhanced, and an autoclave has been added to increase the lab’s effectiveness. Ventilation has also been improved in Carson’s cadaver lab.
The Nursing and Allied Health facilities undergo continuing upgrades and improvements. Purchases and donations keep its nursing and surgical technology programs equipped with modern and functional apparatus, from hospital beds to computerized “patients.” For example, in 2006, the Lesch family donation of $60,000 made possible the purchase of a Laerdal SimBaby infant patient simulator with laptop and compressor.

Community and professional support on the part of local governments and hospitals provide the programs of the Nursing and Allied Health Division with vital resources to maintain and upgrade equipment. An example of this community support is the contribution of more than $450,000 over five years from Banner Churchill Community Hospital to provide the Fallon nursing lab facility with needed equipment and personnel to support the Rural Nursing Initiative and also to support emergency medical technician courses.

Other recent college upgrades include the following:

- A central monitoring system for college-wide HVAC has enhanced cost savings for the institution, but it still presents challenges in regards to student and faculty comfort.
- Upgrades of the lighting systems have improved economy and environmental responsibility.
- The installation of an electronic door control system and the use of key cards have improved security and building/room access.

(Exhibit 8.15) (8.B.2)

### Equipment Inventory and Control

The college’s academic divisions, administrative departments, Facilities Management and Planning personnel, and Computing Services staff cooperate to maintain equipment in proper operating condition.

Outside vendors, as well as college staff, perform maintenance, repairs, and scheduled service to equipment. In order to minimize the need for equipment replacement, Facilities Management and Planning implemented a software package that monitors and reports on preventive maintenance for equipment, systems, and vehicles. New equipment and systems are continually entered into the M-Pulse fixed asset database.

Institutional personnel initiate requests for repairs to college-owned equipment through two primary online software systems. The first is InfoNet, which tracks maintenance and repair requests to be completed by Facilities personnel. The second is the Computing Services department's WonderDesk, a work order system for network issues, hardware and software problems, and repairs to individual computers.

WNC maintains two equipment inventories—fixed asset and sensitive equipment—in order to control and monitor their status and replacement. Both are maintained according to Nevada System of Higher Education (NSHE) policies and procedures, and, in the case of fixed asset inventory, as required by Business Center North. The Controller’s office has responsibility for both inventories. (Exhibits 8.16, 8.17) (8.B.2)
Sustainability Activities

A core of college individuals proposed and obtained institutional and presidential approval for the creation of the Institutional Sustainability Committee, a college standing committee.

Since its creation, the committee’s efforts have resulted in new and expanded sustainability initiatives. Among these are the following:

- Expansion of recycling efforts to include a larger variety of materials at all campus sites and the delivery of educational information to the campus community.
- Development of a Request for Proposal (RFP), in concert with TMCC, to conduct an assessment of opportunities for energy savings and alternative power generation.
- Collaboration with Black Rock Solar for potential development and installation of a 50kW or a 100kW solar panel on or adjacent to the Cedar Building on the Carson campus.
- Creation of a carbon footprint report for the college that will be verified by an external group.

In addition, the committee recommended that the college President sign the American College & University Presidents' Climate Commitment. (Exhibits 8.18, 8.19) (8.A.4, 8.A.5)

Hazardous Materials and Campus Safety

Western Nevada College is committed to maintaining a safe environment for its students, faculty, and staff. To this end it has established a comprehensive environmental, health, and safety program for each of its three campuses. The plan, which can be viewed on the college website, includes a chemical hygiene plan, a biological safety manual, and a hazard communication program.

The college is also committed to upholding local, state, and federal laws concerning the safe use, storage, and disposal of hazardous materials as evidenced by adherence to prescribed procedures outlined in its Environmental Health and Safety (EH&S) program. The program’s efforts are enhanced through effective interactions with WNC’s EH&S Advisory Committee, the Facilities Committee, the Sustainability Committee, and the Recycling Committee.

Ninety-six percent of college employees who responded to the 2009 PARC Assessment and Accreditation Survey agreed or strongly agreed that hazardous materials are properly used, stored, and replaced or upgraded as needed.

The college is complying with its prescribed procedures for the use, storage, and disposal of hazardous materials as exemplified below:

- A commitment to limit and reduce the use of hazardous materials in laboratories, classrooms, and shops was made by appropriate academic divisions after careful collaboration with EH&S. For instance, the greatest hazard in the use of chlorinated hydrocarbons in the automotive shops is the possible contamination of parts-washing stations. Fortunately, technology has produced several non-hazardous products that can replace the chlorinated hydrocarbons. These products are not only safer but more cost effective. After EH&S made
faculty and administration aware of the hazards and alternatives, the decision was made to make the change. In the end, the environment and WNC students are the main benefactors because they will be exposed to fewer hazardous materials.

- In 2009, the college invested in a centralized hazardous material storage facility on the Carson campus. This facility enables the college to remove certain hazardous wastes from classrooms and laboratories, including unnecessary mercury. Thus far, that investment has paid off: WNC has avoided a major spill and has not exposed students to toxic materials, received adverse publicity, or disrupted class schedules.

- The college recycles certain hazardous and universal wastes to lessen the environmental impact. These include photographic wastes, fluorescent light bulbs, and many electronic wastes (old computers, cell phones, batteries, etc.).

- Biological wastes are used, controlled, and discarded at the college in accordance with applicable law.

- WNC holds U.S. Environmental Protection Agency identification numbers for three campuses that use and store hazardous materials. Biennial hazardous waste reports are also completed and sent to the Nevada Department of Environmental Protection to document Western's disposal of wastes. EH&S maintains records on hazardous waste disposals.

- The college applies for and receives annual hazardous material storage permits, issued by the Nevada State Fire Marshall. Local firefighting and emergency response entities are working to have this data available in their emergency response vehicles.

- Employees receive training in handling hazardous materials during the EH&S Orientation. Faculty who deal with hazardous wastes receive refresher training on key program elements. Similarly, full-time EH&S staff receive annual Hazardous Waste Operations and Emergency Response (HAZWOPER) certification. Facilities personnel receive hazardous communications training to stay abreast of changes in materials or procedures used at the college. (Exhibits 8.13, 8.20) (8.B.3)

### Campus Physical Development Master Plan

For the past 30 years, Western Nevada College has effectively used facility master planning to guide the development of campus facilities. Updated periodically, the facilities master plan ensures consistency with the college’s mission and goals as well as its strategic plan.

In 2001, the college established a Carson Campus Facilities Master Plan Committee, comprised of faculty, staff, and an architect, and charged the committee with evaluating, researching, analyzing, planning, and recommending implementation of a 10-year facilities master plan.

The 2001 Campus Master Plan study grew out of a need to select a site for a new library, a student center, and a center for the arts at the Carson campus. The site selection and design processes evolved into a
comprehensive master plan that provided guidance for the long-term growth of the campus.

The 2001 Campus Master Plan addressed many issues. Some examples follow:

- Placement of the library and student center.
- Development of an organizing concept for the campus.
- Improvement of parking facilities.
- Improvement of the appearance of the campus “front door.”
- Creation of more congenial spaces for students to gather informally on campus.
- Integration of “academic” and “vocational” faculty offices.
- ADA improvements.

The purpose of the 2004 Fallon Campus Master Plan is “to recommend the most suitable arrangements that could accommodate change, provide permanence, and allow the College to evolve with grace.” It addresses the immediate construction needs and growth of WNC Fallon over a 20-year period and made clear the landlocked nature of the Fallon campus. As a result, WNC re-opened discussions with various landowners adjacent to the college to acquire additional property. In 2006, WNC purchased a 4.8 acre parcel immediately to the west of the existing Fallon campus for future site expansion.

The plan for the Douglas campus originated in 1993 to meet the academic needs of the expanding Carson Valley population. A grassroots fund-raising campaign for facilities culminated with a ribbon-cutting ceremony for Bently Hall in August 1997.

The science lab has been renovated and the parking lot has been expanded. However, current space utilization and budget restrictions will likely prevent any new building construction for the next five years. (Exhibits 8.21, 8.22, 8.23, 8.24, 8.25, 8.26) (8.C.1)

**Allocation of Funds**

To date Western Nevada College operates sufficient institutional facilities for overall delivery of programs and services. State Higher Education Capital (HEC) funds allocated to WNC have permitted required safety and ADA renovations. Since 1999 state capital and privately-raised foundation funds have provided the resources to construct four structures totaling 101,063 square feet and a new baseball complex. Newly renovated space over the same time period has amounted to 28,710 square feet.

**NEW CONSTRUCTION**

**Jim Randolph High Tech Center:** This 34,890-square-foot building, located on the Carson High School campus and built through a partnership of WNC, Carson City School District, and the Nevada State Legislature, was opened to the public in 1999. The structure provides space for computer technology instruction for a K-14 population.

**Donald W. Reynolds Center for Technology:** This 28,472-square-foot building, located on the Carson campus, was opened to the public in 1999 and provides classrooms and labs for technology-related programs such as computer-aided drafting and construction technology. This building was funded by a grant from the Donald W. Reynolds Foundation.

**Jack C. Davis Observatory:** Consisting of 2,749 square feet, this facility was opened to the public in 2003 and provides instructional space for the astronomy program and a location for public viewing of the stars. The
Davis Observatory was built with privately raised funds.

**Joe Dini Jr. Library and Student Center:** This 34,592-square-foot facility, built with state funding, opened to the public in 2004. The first floor provides office and activity space for student-centered events, while the second floor houses the WNC Library.

**John L. Harvey Baseball Complex:** The baseball complex, completed in 2005 with privately raised funds, totals 253,300 square feet. It has become the home of the WNC Wildcats Baseball Team.

**NEWLY RENOVATED SPACE**

**Nursing Lab (Fallon Campus):** Completed in 2003, this project, consisting of 2,500 square feet, provides the Rural Nursing Initiative a fully equipped clinical lab at the Churchill County Complex. The space was donated by Churchill County and the equipment contributed by Banner Churchill Community Hospital.

**Bookstore (Carson Campus):** This project, consisting of 1,440 square feet, was completed in 2004. The renovation, with expenses paid by Follett Bookstore, converted the original bookstore into a more user-friendly space.

**Getto Hall Library (Fallon Campus):** This 2006 project, made possible through a gift from the Beck family, involved the renovation of 4,000 square feet, modernizing library facilities with computers, research areas, and quiet study cubicles.

**Bristlecone Building ADA Phase 1 (Carson Campus):** This 2007 project, funded by state HEC funds, consists of 12,000 square feet and involved the remodeling of the old library into ADA accessible offices, meeting rooms, and a new art gallery.

**Café (Fallon Campus):** This General Improvement Fund (GIP) project consists of 300 square feet and was completed in 2007 in order to provide students, faculty, and staff with a small coffee shop serving beverages and snacks. Jive ’n Java currently leases the space.

**Aspen Building (Carson Campus):** This project transformed Sarah Winnemucca Hall from a standard large classroom to a theater-style lecture hall and performing arts facility. It involved 2,625 square feet and was completed with CIP funds in 2008.

**Bently Hall Science Lab (Douglas Campus):** This project consists of 250 square feet and was completed in 2007 with CIP funds. The renovation converted the library annex into additional storage space for the science classroom/lab.

**Bookstore (Fallon Campus):** This project, consisting of 120 square feet and completed in 2008, converted a campus storage room into additional bookstore space. Follett Bookstore paid for this renovation.

**Piñon Hall (Fallon Campus):** This 2008 project, which was completed with CIP funds, transformed a 150-square-foot audio/visual storage room into a storage room for geological materials and supplies.

**Sage Hall (Fallon Campus):** This 2008 project, which was completed with CIP funds, included converting open space into offices for part-time faculty and Buildings and Grounds employees and renovating the biology science lab.

**Getto Hall:** With this 2008 project, consisting of 775 square feet, the chemistry lab was renovated using CIP funds to provide a safer learning environment.
Bristlecone Building ADA Phase 2 (Carson Campus): This project of 5,500 square feet was completed in 2008 with CIP funds to meet ADA compliance.

In 2004, WNC finalized the purchase of 4.8 acres adjacent to the Fallon Campus. WNC Foundation funds totaling $750,000 made the purchase possible. The property provides needed space for future campus growth. In 2008, the WNC Foundation received a gift of 73,000 square feet of property adjacent to the Douglas campus. Plans are underway to use the acquisition to expand the current parking lot.

WNC facilities are adequate for the effective operation of the assigned activities. Construction of new facilities and the remodel and repair of existing buildings allow the college to make significant improvements. Growth in the number of students and programs, evolving pedagogical requirements, and increasing demand for technology solutions will continue to impact facility adequacy and funding. (Exhibit 8.27) (8.A.1, 8.C.2)

Security Arrangements

The design of new or renovated facilities includes compliance with all state and federal ADA laws and regulations.

Safety is a major priority for WNC. Campus emergency response procedures have been developed under the direction of the Environmental Health and Safety coordinator and the Public Safety director with input from the Student Crisis Intervention Team. College administrators review the emergency plan and hold semi-annual drills on campuses to improve emergency preparedness. Western uses e-mail and blast phone systems to alert students, faculty, and staff of emergency situations.

As required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act, the college reported two crimes between 2006 and 2008. One was a robbery and one was a burglary, both at the Carson campus. (Exhibit 8.10) (8.A.4, 8.C.3)

Governing Board Members and Constituent Groups

The NSHE Board of Regents reviews and approves campus master plans and all facility designs before they are finalized.

Faculty and staff are engaged in master planning and facilities development. During project planning, students and employees provide information to the architects so that building features, adjacencies, and size can be established. Students and employees continue to assist and review plans during the design stage. The college values participatory planning because it creates a high degree of program functionality in the completed facility.

A typical example of participatory planning was the process used for the Joe Dini Jr. Library and Student Center. The end result was an excellent design that produced a high degree of satisfaction among students, faculty, and staff. (Exhibits 8.21, 8.22, 8.23, 8.27) (8.C.4)

Strengths

- WNC maintains excellent facility partnerships with school districts in its service area to provide post-secondary education while keeping facility expense to a minimum.
- WNC fulfills its mission to communities throughout its wide service area by providing IAV and
other technologies to support instruction.

- Led by safety initiatives of the Environmental Health and Safety coordinator, a strong professionalism exists among science, nursing, and technical faculty who deal with hazardous materials and bio-hazards at the college. Where hazardous materials must be used to ensure quality instruction, they are handled with care and appropriate safeguards.

- The Joe Dini Jr. Library and Student Center is an excellent example of participatory planning.

**Challenges**

- WNC should provide Public Safety with the necessary resources to expand its security hours at each campus location.

- WNC should remain a Conditionally Exempt Small Quantity Generator of Hazardous Wastes at all locations producing small amounts of hazardous materials. If it fails to meet this challenge, the college’s waste costs will rise dramatically.

- WNC should explore ways in which to expand the parking facilities at the Douglas campus in order to better ensure the safety of its staff, faculty, and students at that location.

- The college’s aging facilities are creating the need for increased maintenance funds. These funds are limited or not available due to the fiscal situation of the state and the institution.

- WNC should follow through on its plans to provide overflow parking facilities at the Douglas campus in order to better ensure the safety of its staff, faculty, and students at that location.
Standard Eight Supporting Documentation

APPENDICES

8.1 Campus Maps
   8.1.1 Carson City Instructional Site Overview
   8.1.2 Carson Campus: Overview
   8.1.3 Carson Campus: Aspen Building
   8.1.4 Carson Campus: Bristlecone Building
   8.1.5 Carson Campus: Cedar Building
   8.1.6 Carson Campus: Dini Library and Student Center
   8.1.7 Carson Campus: Jack C. Davis Observatory
   8.1.8 Carson Campus: John Sheldon Trade and Industry Complex
   8.1.9 Carson Campus: Reynolds Center for Technology
   8.1.10 High Tech Center (Carson High School)
   8.1.11 Douglas Campus: Bently Hall
   8.1.12 Fallon Campus: Overview
   8.1.13 Fallon Campus: Sage and Piñon Halls
   8.1.14 Fallon Campus: Virgil Getto Hall

EXHIBITS

8.1 WNC Policy 7-1-2: Compensation of School Districts for Use of Facilities
      http://www.wnc.edu/policymanual/7-1-2.php
8.2 Furnishings Expenditures
8.3 WNC Policy 7-3-3: Policy for Furniture and Equipment
      http://www.wnc.edu/policymanual/7-3-3.php
8.4 Recent Graduate Survey
      http://www.wnc.edu/files/reports/institutional/selected_graduate_survey_responses_-_a_longitudinal_view.pdf
8.5 WNC Policy 1-2-5: Distinguished Visitors
      http://www.wnc.edu/policymanual/1-2-5.php
8.6 WNC Policy 1-3-1: Inclement Weather
      http://www.wnc.edu/policymanual/1-3-1.php
8.7 WNC Policy 6-1-1: Facility Use Policy
      http://www.wnc.edu/policymanual/6-1-1.php
8.8 WNC Policy 6-1-2: Standard Hours and Building Access
      http://www.wnc.edu/policymanual/6-1-2.php
8.9 2005 Non-Academic Program Review Survey
   8.9.1 Public Safety Survey
   8.9.2 Environmental Health and Safety Survey
8.10 WNC Public Safety Policies
       http://www.wnc.edu/policymanual/#10
   8.10.3 Policy 10-1-3: Parking Regulations
   8.10.4 Policy 10-1-5: Fingerprinting/Background Checks
EXHIBITS (Cont.)

8.10.5 Policy 10-1-6: Video/Audio Surveillance and Security
8.10.6 Policy 10-1-7: Emergency Notification of Students
8.10.7 Policy 10-1-8: Possession of Dangerous Weapons on College Campuses
8.10.8 Policy 10-1-9: Bias Incidents/Hate Crimes Policy
8.10.9 Policy 10-2-1: Use of Prison Labor

8.11 WNC Policy 13-2-1: Personal Care Attendant Policy
http://www.wnc.edu/policymanual/13-2-1.php

8.12 WNC Policy 13-2-2: Service Animal Policy
http://www.wnc.edu/policymanual/13-2-2.php

8.13 2009 PARC Assessment and Accreditation Survey
http://www.wnc.edu/files/reports/institutional/parc_overall_summary_percent.pdf

8.14 WNC Policy 6-1-3: College Equipment
http://www.wnc.edu/policymanual/6-1-3.php

8.15 Instructional Equipment Replacement Schedule

8.16 Fixed Assets List

8.17 NSHE Procedures and Guidelines Manual (Chapter 1, Section 2, Paragraph 9)
http://system.nevada.edu/Board-of-R/Procedures/P-Gchap1R.pdf

8.18 WNC Policy 7-7-2: Institutional Sustainability
http://www.wnc.edu/policymanual/7-7-2.php

8.19 American College & University Presidents’ Climate Commitment
http://www.wnc.edu/files/reports/president/climate_change_commitment.pdf

8.20 WNC Environmental Health and Safety Policies
http://www.wnc.edu/policymanual/#1

8.20.1 Policy 11-1-1: Operational Mandate
8.20.2 Policy 11-1-2: Accident Investigation
8.20.3 Policy 11-1-3: Campus Emergency Notification Guidelines
8.20.4 Policy 11-1-4: Record Keeping
8.20.5 Policy 11-1-5: Dealing with EH&S Regulatory Agency
8.20.6 Policy 11-2-1: Emergency Management Plan
8.20.7 Policy 11-2-2: Communicable Disease Plan
8.20.9 Policy 11-3-1: Asbestos Management Program
8.20.1 Policy 11-3-2: Biosafety Manual
8.20.1 Policy 11-3-3: Bloodborne Pathogen Exposure Control Program
8.20.12 Policy 11-3-4: Chemical Hygiene Plan
8.20.13 Policy 11-3-5: Confined Space Entry Procedure
8.20.14 Policy 11-3-6: Contractors and Outside Agents Work Place Safety Procedures
8.20.15 Policy 11-3-7: Danger Lock and Tag Program
8.20.16 Policy 11-3-8: Fire Protection Plan
8.20.17 Policy 11-3-9: Fire Protection System Impairment Policy
8.20.18 Policy 11-3-10: Hazardous Waste Management
8.20.19 Policy 11-3-11: Hearing Conservation Program
EXHIBITS (Cont.)

8.20.20  Policy 11-3-12: Hot Works Program Policy  
8.20.21  Policy 11-3-13: Indoor Air Quality Program  
8.20.22  Policy 11-3-14: Industrial and Vocational Shop First Aid Policy  
8.20.23  Policy 11-3-15: Tobacco Smoking  
8.20.24  Policy 11-3-16: Volunteers in State Service  
8.20.25  Policy 11-3-17: Workers Compensation Program  
8.20.26  Policy 11-3-18: Hazard Communication Program  

8.21    2001 Campus Master Plan (Carson Campus)  
8.22    2004 Fallon Campus Master Plan  
8.23    2001 Western Nevada Community College Master Plan Space Program  
8.24    2007 Space Inventory Reports  
8.24.1  Carson Campus Space Inventory  
8.24.2  Douglas Campus Space Inventory  
8.24.3  Fallon Campus Space Inventory  
8.25    Facilities Planning 2010-2013  
8.26    Annual and Long-Term Plans for Remodeling, Renovation, and Maintenance  
8.27    WNC Policy 6-3-1: Construction Management Process