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## EXECUTIVE SUMMARY

In January 2008, Piedmont Community College [PCC] contracted with MBAJ Architecture of Raleigh to update their facilities utilization study and campus master plan for the College. MBAJ Architecture has significant experience in facilities planning for higher education, and completed the College's last Facility Utilization Study and Campus Master Plan in June 2005.

The goals of this study were to verify use of current campus facilities; determine and quantify needs for additional space; determine a plan for best use of current facilities; determine needs for future space; and create a campus master plan for facilities development. All of these goals have been accomplished and are addressed in this report.

### **Process**

President Jim Owen and his Vice Presidents were oriented to the study update during a session conducted on the PCC campus by Angela Crawford Easterday and Rick Hines of MBAJ Architecture. Prior to development of the Facility Master Plan, the College developed a Long Range Plan based upon the 2007 requirements of the North Carolina Community College System Office [NCCCS]. A component of the Long Range Plan focused upon 2007 – 2012 enrollment and demographic projections for the College, and population projections by age group for the College service area. The analysis and methodology for these projections can be found in the College's Long Range Plan. This data was used to create a ratio that links enrollment growth to campus space in projecting future space needs.

Following this orientation, MBAJ examined PCC's Long Range Plan to understand the current enrollment trends and the updated internal and external program needs of the College. It is key to tie the Long Range Plan to the Facility Master Plan. During a session held in March 2008, the president and vice presidents updated their current needs list for each campus which is contained in the section of this report titled *Program of Current Space Needs*.

MBAJ Architecture completed the drawings of campus facilities and prepared spreadsheets that show current square footage, as well as deficiencies in square footage, for each area of the College. With all facility data in hand, the consultants began the task of developing recommendations for meeting current and projected space needs.

## METHODOLOGY OF THE STUDY

Standard practice is that an architectural facilities study will produce the primary elements of a master plan for facilities development, a plan for best use of current facilities, and a determination of needs for future space. The MBAJ Architecture facilities study directly correlates to the College's Long Range Plan to provide a comprehensive plan that assesses the demand for programs and for services that will be offered in college facilities.

A college is wise to embark on a facilities planning process for a variety of reasons, not the least of which is the growing scarcity of funds for constructing new facilities. There is growing accountability from the various publics for most efficient use of current facilities. Additionally, distance learning and other non-traditional forms of instruction are altering the way colleges and universities deliver their products, which in turn, have impact on space usage. Constant updates and redesign of community college offerings, as well as the mandate for regional offerings, are other factors that affect facilities usage. Finally, the Southern Association of Colleges and Schools (SACS) requires that each accredited institution include facilities planning as a part of its institutional effectiveness process.

Through a completely interactive process that provides opportunity for involvement by faculty, staff, as well as community, the MBAJ Architecture facilities study is conducted in two components. The first component is an assessment of the Long Range Plan that takes into account current and anticipated needs of every offering at the College as well as the demographics and anticipated growth projections from 2007 - 2012. The second component is identification and assessment of the current use of facilities and development of a campus master plan.

MBAJ Architecture used several approaches to data gathering for the PCC study. One focus of data gathering included an assessment of the current use of program spaces on campus. During discussions, the consultants clarified the use by each department/ division of current space. Use of a space 75 percent of the time or more "assigns ownership" to a particular purpose or group. Ideally, there is far more shared space than "owned" space.

In addition, MBAJ identified the projected enrollment growth from the Long Range Plan and overlaid this data with the current space usage and current space needs to assess how much space should be needed to support the projected enrollment numbers. By working with the College to identify current and future program space impacts on campus, MBAJ was able to validate the overall space projections.

## LONG RANGE PLAN (LRP) SUMMARY

Based upon Piedmont Community College's [PCC] Long Range Plan, the College should anticipate a 21% growth in Curriculum FTE, a 9% increase in Basic Skills FTE and a 58% increase in OCC over the next five years. Enrollment increases and new program offerings will place greater space needs on the College's two existing campuses and satellite centers which are already pushed to capacity.

PCC has identified Key Implications for the future enrollment projections and program offerings over the next five years. Areas identified for Curriculum growth include existing programs in University Transfer, Biotechnology, Associate Degree Nursing, Information Systems, Medical Assisting, and Criminal Justice. Areas identified for Continuing Education growth include computer skills programs, healthcare related programs, new and expanding industry, and criminal justice programs geared toward new training requirements and needs. Areas identified for Adult Basic Skills growth includes expanded GED opportunities, GED online, and English as a Second Language expanded courses.

PCC also identified that the greatest need for space on the Person County Campus is in general education classroom space. In addition, space is needed to support expanded Allied Health facilities at the Person County campus, Technical Education shop space at the Caswell County campus (looking towards a Golden Leaf grant to replace current space), Workforce Development space at the Person County campus, larger general classrooms at both campuses, multi-use space at the Caswell County campus, expansion of the Timberlake Center in Person County, a Scene Shop in Caswell County, a Job Link Center in Caswell County (space is too small to expand on campus), and faculty office space to support current and future growth needs. PCC should consider the need to relocate the Public Safety Training Program in Caswell County should the current lease in Yanceyville not be renewed, and should consider building a facility in the Timberlake area near the airport to support the growth needs.

The results of the Long Range Plan implications are the basis of the Facility Master Plan. PCC's top three Capital Priorities reflect the greatest space needs for current and future program growth and include space for Allied Health, Workforce Development, and general classrooms for both Curriculum and Continuing Education programs.

## PROGRAM OF CURRENT SPACE NEEDS

### PERSON COUNTY CAMPUS

#### ADMINISTRATIVE SERVICES

##### **Bookstore**

Enlarge entire Bookstore	For POS, buybacks, offices, on-line order pick-up <sup>20</sup> , displays	1,000 s.f. (additional)
Storage	Adjacent to bookstore, with shelving units and space for bulk items	400 s.f.

*Total Additional Current Space Needs: 1,400 s.f*

##### **Business Office**

Surplus storage	Adjacent to Shipping and Receiving; vertical storage required; environmentally controlled	See College wide Space Needs
Storage	For filing cabinets	100 s.f.

*Total Additional Current Space Needs: 100 s.f.*

### Child Development Center

This program would like to be located in a separate building adjacent to a drop-off area and parking lot. The current steep incline to the entrance is a hazard for parents and children. Because meals are not currently prepared on site, the center needs to be located in close proximity to the campus food services area.

Restroom for adults		2 @ 75 s.f. each= 150 s.f.
Storage space	Indoor storage for toys, prop boxes, etc.	180 s.f.
Space for screenings/ testing/conferences	Double as additional office space	100 s.f.
Dedicated space for More at Four	18 children maximum	800 s.f.
Teacher Lounge		140 s.f.

*Total Additional Current Space Needs: 1,370 s.f.*

### Maintenance/Security/Custodial

Storage space	For surplus storage, maintenance and custodial equipment with overhead door	See College wide Space Needs
Enlarge space for Shipping and Receiving	Adjacent or shared space	3,000 s.f.
Security Office	Dedicated space	100 s.f.

*Total Additional Current Space Needs: 3,100 s.f.*

**MIS/Academic Computing/Institutional Effectiveness**

Academic Computing and MIS combined workspace	5 cubicles with workbench, help desk, and adjacent storage	1,100 s.f.
Storage		450 s.f.
High-End Computing Lab and workspace	10 stations for computer hardware instruction	450 s.f.
Server Room	Current space is adequate if offices move into shared space (listed above)	

*Total Additional Current Space Needs: 2,000 s.f.*

**Personnel/Payroll**

Equipment storage	Secured space for Check Writer and storage	100 s.f.
Storage space	For records and files	Share with Business Office

*Total Additional Current Space Needs: 100 s.f.*

**PRESIDENT****President and Support**

Enlarge offices	Public Information, Grant Writer, and Foundation/Alumni Affairs	3 @50 s.f. each = 150 s.f.
Office	For Graphics/Web Designer	150 s.f.
Secured storage space	Public Information and Foundation	100 s.f.
Workspace/meeting room	For use by entire division	120 s.f.

*Total Additional Current Space Needs: 520 s.f.*

## INSTRUCTIONAL SUPPORT

### Library and Information Services

Storage	1 For loaned equipment, telecourse materials, books, periodicals; 1 for General Storage	2 @ 100 s.f. each = 200 s.f.
Study carrels	8 additional	120 s.f. (additional)
A/V classroom	Instructional space with 10 computer stations (share with Student Support Services)	300 s.f.

*Total Additional Current Space Needs: 620 s.f.*

### Student Development

Offices	2 for Financial Aid and Counseling, 1 for support position	3 @ 120 s.f. each = 360 s.f.
Storage	For financial aid	In Building E future renovation
Student workspace	For financial aid	In Building E future renovation
Workspace	For up to 15 special needs students; with computer and Assistive Technology; locate adjacent to Student Success Center or Student Development	500 s.f.
Workshop/meeting space	Seat up to 25 at tables/chairs; Distance Learning capable	L-Building Distance Learning Room will accommodate need
University Transfer Center	Resource area; may be shared with Career Center	In Building E future renovation (Career Center)

*Total Additional Current Space Needs: 860 s.f.*

### Student Support Services

Tutoring space	For groups of up to 10 students	500 s.f. (additional)
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*Total Additional Current Space Needs: 500 s.f.*

**INSTRUCTIONAL****GENERAL EDUCATION/BUSINESS TECHNOLOGY**

Open Computer Lab	Share with all Developmental Programs; 26 seats in each	800 s.f.
Computer Lab	Student Success Center; 30-40 stations	Current space is adequate if Language Labs move to new space
Language labs	Student Success Center; 3 Foreign Language Labs	3 @ 50 s.f. each = 150 s.f.
Testing Center	Student Success Center; 10 stations	In Building E future renovation, schedule permitting
Storage	Student Success Center	100 s.f.
Storage	For division; 1 space for files, 1 space for supplies/equipment	2 @ 100 s.f. each = 200 s.f.
Classroom/lab	Information Systems Security; capable of being separated into 4 sections	800 s.f.
Science Instrumentation Lab	For 25 students; include sterile room and tissue culture room	1,600 s.f.
Offices	10 additional faculty offices; eliminate small, shared offices	10 @ 120 s.f. each = 1,200 s.f.
Faculty Workroom	1 additional; space for mailboxes, copiers, computer, storage cabinets	350 s.f.
Faculty Center	For interactive media review and faculty interaction	400 s.f.

*Total Additional Current Space Needs: 5,600 s.f.*

**TECHNICAL AND OCCUPATIONAL PROGRAMS****Associate Degree Nursing**

Renovate lab	Subdivide current lab in half; remove nurse's station	No additional space
Storage	Dedicated	320 s.f.
Offices	2 additional	2 @ 120 s.f. each = 240 s.f.

*Total Additional Current Space Needs: 560 s.f.*

**Cosmetology**

Esthetics Lab	20 stations with 5-8 beds	600 s.f.
Esthetics Classroom	Seat 20 at tables/chairs	500 s.f.
Reworked labs	30 stations to replace 2 small labs	Size of current spaces + 300 s.f. (additional)
Enlarged storage	Cosmetology	150 s.f. (additional)
Enlarge locker space	Cosmetology	400 s.f. (additional)
Office	1 additional	120 s.f.

*Total Additional Current Space Needs: 2,070 s.f.*

**Criminal Justice**

Science Lab	Criminal Justice: 24 students; locate adjacent to B108	1,200 s.f.
Storage	Criminal Justice, secured and located adjacent to classroom	800 s.f.
Office	2 additional	2 @ 120 s.f. each = 240 s.f.

*Total Additional Current Space Needs: 2,240 s.f.*

**Early Childhood and Teacher's Associate**

Storage	Secured, locate adjacent to classroom/lab	100 s.f.
Classroom/lab	Early Childhood; to accommodate 40; replace current classroom	1,000 s.f.
Offices	1 additional	120 s.f.

*Total Additional Current Space Needs: 1,220 s.f.*

**Electrical/Electronics**

It appears the space needs for this program will be met by the future Technical Education building.

**Electrical Power Production Technology**

It appears the space needs for this program will be met by the future Technical Education building.

**Facility Maintenance Technology**

It appears the space needs for this program will be met by the future Technical Education building.

**Gunsmithing**

It appears the current space for this program is adequate. The existing boiler needs to be removed from Shop I110 and tie the shop into the main campus boiler system.

**Human Services and Social Services Concentration**

Storage	Secured, locate adjacent to classroom	100 s.f.
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*Total Additional Current Space Needs: 100 s.f.*

**Industrial Systems**

Current space will be adequate when future Technical Education building is completed and the Electrical Power Production Technology program moves out of I115.

**Medical Assisting, Phlebotomy, and Nurse Assistant**

Lab	Dedicated class/lab, Seat 30	1,500 s.f.
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*Total Additional Current Space Needs: 1,500 s.f.*

**Occupational/Technical Division Shared Space**

Workroom/lounge	For entire division	350 s.f.
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*Total Additional Current Space Needs: 350 s.f.*

**Welding**

Office	Dedicated	120 s.f.
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*Total Additional Current Space Needs: 120 s.f.*

**CONTINUING EDUCATION****General**

Emergency Services storage	Secured; locate adjacent to 40-seat classroom	250 s.f.
Classroom	Large, for Law Enforcement with Physical Education space	In future Technical Education building
Office	3	3 @ 120 s.f. each = 360 s.f.
Large instructional area	Seat up to 150	See College-wide space needs
BioWorks Lab	20 stations with adjacent prep and storage	1,000 s.f.
Computer Lab	20 stations for instructors	600 s.f.
Centralized location for Registration	For all Continuing Education students	In Building E future renovation
Larger office with reception, work and meeting areas	For Vice President/administrative staff	400 s.f. (additional)
Classroom/Shop	Non-carpeted floor; flexible space for 25 students with water	1,200 s.f.

*Total Additional Current Space Needs: 3,810 s.f.*

**Adult Basic Skills**

Classroom	Seat 30; 1 for Compensatory Education and 1 for Language Labs; tables/chairs with computers along one wall	2 @ 800 s.f. each = 1,600 s.f.
Instructor Resource Center	Workroom/break room/copier room with 3 workstations	900 s.f.
Office	3	3 @ 120 s.f. each = 360 s.f.
Storage space	For students records	Can accommodate in Bldg. E Resource Center if larger space above is provided
Conference Room	Seat 40 for training/meetings	See College-wide space needs

*Total Additional Current Space Needs: 2,860 s.f.*

**Business Development Center (B.D.C.)**

This program is currently located off-campus, which is desired. The plan is to move HRD back onto the main Person County Campus.

Offices	3 additional	3 @ 120 s.f. each = 360 s.f.
Storage space		100 s.f. (additional)
Incubator spaces	2 additional	Accommodate where HRD moves; proposed Masterplan Phase II

*Total Additional Current Space Needs: 460 s.f.*

**Business and Industry Training**

Offices	4 additional	4 @ 120 s.f. each = 480 s.f.
Storage	Move out of D101 platform	100 s.f.

*Total Additional Current Space Needs: 580 s.f.*

**HRD/WIA**

The HRD/WIA program is currently located off-site and needs to move back to the Person County Campus.

Computer lab	2; Seat 20; Move out of Business Development Center	2 @ 600 s.f. each= 1,200 s.f.
Storage	Secure, locate adjacent to 30-seat classroom	100 s.f.
Open lab	Seat 30	800 s.f.
Testing room	Seat 30	1,200 s.f.
Reception space		300 s.f.
Offices	2; relocate one from BDC + 1 add'l	2 @ 120 s.f. each = 240 s.f.
Breakroom		250 s.f.
Storage/workroom		350 s.f.

*Total Additional Current Space Needs: 4,440 s.f.*

**College-Wide/Campus-Wide**

Multipurpose space	Seat 100	In future Technical Education Building and Auditorium D101
Classrooms	7 seat up to 40 in each; shared with all curriculum programs	7 @ 1,000 s.f. each = 7,000 s.f.
Larger classrooms	2; Seat 60 (dividable) in each; for all programs	2 @ 1,500 s.f. each = 3,000 s.f.
Storage/warehouse building on Person campus	Campus-wide use; at least a portion environmentally controlled; roll-up doors; pallet jack	60' x 100' Pre-Engineered Building = 6,000 s.f.
Office/workspace for adjunct faculty	For 25 faculty at night with mailboxes, small kitchen	800 s.f.
Driving range for Truck Driver Training		Outdoor range

*Total Additional Current Space Needs: 16,800 s.f*

**CASWELL CAMPUS*****(Includes All Program and Service Areas)***

Nursing Assistant Class/Lab	For (4) beds; seat 20 + storage	1,500 s.f.
Classroom/Computer Lab	1 20-seat for HRD with storage	600 s.f. class/lab 100 s.f. storage
Assessment/Testing Center	Shared space for GED/HRD/Basic Skills, Placement, Assessment; 20 stations both pencil/paper and computer	800 s.f.
Offices	2 for full-time faculty, 1 for Basic Skills; 3 for HRD/Job Link	5 @ 120 s.f. each = 600 s.f.
Student Support Services suite	Bookstore, small business office, receiving area, 1 offices; adjacent to testing center	1,000 s.f.
Storage	General	600 s.f.
Student Success Center	Reception area, 2 study rooms for up to 5 students; computer lab for 18 laptops; office	Use current Resource Room
Public meeting space	Seat up to 75 (tiered) for meetings, seminars, community events with storage	See College-wide space needs
Science Lab	For General Curriculum Education to seat 20 with lab prep and storage	1,000 s.f.
Lab	For CNA & EMT	750 s.f.
Storage	1 for Curriculum; 1 ABS/GED	2 @ 150 s.f. each = 300 s.f.
Student Lounge	Small spaces throughout the campus or one larger space	500 s.f. (additional)
Employee Break room/ Lounge		250 s.f.
Computer Lab for Continuing	20 stations (shared)	600 s.f.

Education/LRC		
Classroom/Shop/Storage for Continuing Education/EMS	Non-carpeted floor; shared flexible space for 25 students	1,200 s.f.
Testing rooms for LRC	5 for pencil/paper with 1 person per room	5 @ 50 s.f. each = 250 s.f.
Office	Occupational Extension	120 s.f.

*Total Additional Current Space Needs: 10,170 s.f*

### **Maintenance/Security/Custodial**

Indoor work and storage		900 s.f.
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*Total Additional Current Space Needs: 900 s.f*

### **College-Wide/Campus-Wide**

Multipurpose space/theater	Seat 75 (tiered) + storage	1,600 s.f.
Classroom	3; seat 25 each	3 @ 700 s.f. each = 2,100 s.f.
Office/workspace for adjunct faculty		600 s.f.

*Total Additional Current Space Needs: 4,300 s.f*

## GENERAL ASSESSMENTS

1. Most space deficits are based upon current needs and future program offerings. New spaces should be designed with flexibility in mind so that shop/lab spaces can be utilized by more than one program if possible.
2. Relocate related offices and department/division support spaces adjacent to, or near one another for most efficient use of space.
3. Provide for adequate equipment and use of space. Renovate classrooms and labs to facilitate up-to-date teaching and technology so that any program can use a general classroom. All new spaces should include up to date technology.
4. Provide adequate storage adjacent to lab or multipurpose spaces so that multiple programs can utilize the same space and move specialized equipment in and out of adjacent storage rooms.

## **ANALYSIS OF SPACE INCLUDING CURRENT AND PROJECTED NEEDS**

The Existing Space Assignments by Building and Current Space Assessments with Future Projections for Piedmont Community College can be found in Appendix A and Appendix C, respectively. The projected space need for each department/division and program is directly proportional to the demographic projections for the service area. The current space need (actual space used plus needed space) was multiplied by a growth factor for the year 2011/2012. This growth factor is the ratio of projected enrollment increases identified in the College's Long Range Plan based and Fall 2007 enrollment by program.

Meeting the current and future space needs will require phasing of projects. Located in Appendix C are charts that depict the current space need versus the projected space need for the campus.

The projected enrollment growth presents the College with the challenge of meeting the current space need and planning for future space needs, while continuing to educate students in the existing facilities. In addition to shifting programs from one facility to another, the College will need to find new space for departments/divisions that do not have sufficient space for growth in their current location. Additionally, the College must consider the way in which education will be delivered in the future and how technology and education trends will affect future development of space. Recent trends have suggested that future space might have more to do with the design and flexibility than the quantity of space.

## RECOMMENDATION ANALYSIS

### Master Plan Scenario

#### Referenced Documents:

- Program of Current Space Needs
- Appendix A: Current Site Plan and Existing Space Assignments by Building
- Appendix C: Current Space Assessments with Future Projections
- Appendix D: Proposed Phased Master Plans

#### Introduction

Currently, Piedmont Community College Person County Campus and Caswell County Campus devote 134,924 square feet of assignable space to program and/or service functions on its the Person County and Caswell County Campuses. The Current Space Assessment spreadsheets contained in Appendix C indicate an additional need of 49,640 assignable square feet to meet existing program and service demands of today. In five years, given the projected 10 percent growth rate for the Person County service area, and 12 percent growth rate for the Caswell County service area, the College-wide FTE enrollment is projected to increase by 21 percent in Curriculum, 9 percent in Basic Skills, and 58 percent in OCC. This enrollment growth will require a total of 83,765 assignable square more than the present facilities can accommodate. These projections assume that the College adds no new programs or services to its present offerings. Naturally, the square footage requirements and project priorities would be altered if the College chooses to offer new programs or services, particularly without eliminating others.

It is important to note that the assignable projected space deficits for the year 2011/2012 are net amounts that represent only assignable program or service space. Thus, they do not include any area required by code for building support features such as restrooms, mechanical and electrical systems, corridors, and walls. The Gross Space Assessment Summary Table (Appendix C) uses a common factor of forty percent (40%) to arrive at a total gross square footage need. The College's gross space deficit for the year 2011/2012 is projected to be 117,271 square feet.

The following pages contain the recommended approach that Piedmont Community College should consider when trying to meet the projected five year space deficit at each campus. The recommendations propose not only new facilities, but also renovations and additions to the College's existing facilities. The relocation of existing programs or services to different locations on campus in addition to new construction will help the College meet its long-range space needs.

All construction will dictate a "domino effect," which requires that certain changes must occur first before additional events can take place. It is important to note that new buildings (not additions) could be less difficult to phase and more economical to build since new construction could be consolidated to a few areas and not spread throughout the campus, as would be the case with additions and renovations to existing buildings. Also, with funding and political uncertainties, the actual timing of this scenario could vary greatly.

Piedmont Community College has taken great care in creating two beautiful campuses. Any additions and new construction must fit within the existing campus context, so as not to interfere with the existing character. The following pages represent an architectural master plan that would take a number of years to fully implement. This master plan becomes a working document that should be updated as the College experiences new growth in population and begins to offer new programs.

## PROPOSED SPACE ORGANIZATION TO MEET PROJECTED NEEDS

### PERSON COUNTY CAMPUS PHASE I (CAPITAL PRIORITY #1)

#### **New Allied Health Building (Building U)**

#### **Building D Renovation**

#### **Building F Renovation #1 (lower level)**

#### **Building G Renovation #1 (lower level)**

#### **Campus Roadway Extension, Infrastructure & Parking**

Phase I of the proposed Person Campus master plan includes a new **Allied Health Building**, and renovations to **Buildings D, F, and G**.

Piedmont Community College has the most efficient use of space when current spaces are as a flexible as possible to accommodate new and changing programs. As a result, future master plan development recommendations need to account for the best use of flexible campus-wide shared space.

Currently Nursing, Nursing Assistant, Phlebotomy, and Medical Assistant share one lab space, storage space, and classroom in the lower level of Building G. Allied Health has been identified as one of the College's greatest needs, and the current space is substantially insufficient. A new two-story **Allied Health Building** that relocates all Allied Health programs including Lab Tech, Bio Tech/Bioworks, and Emergency Medical Services to one facility will provide much needed current space as well as future growth projections. In addition, co-location will allow for best utilization of classroom and lab spaces. PCC should consider emersion environments when designing the new facility in order to simulate a 'real world' environment. The new building should also accommodate general college-wide space needs of 40 seat and 60 seat classrooms.

In order to provide for a new Allied Health Building, PCC will need to extend the campus roadway by completion of the loop, extend the utilities and parking to support expansion of the campus, extend parking lot lighting and campus lighting, and expand the central campus courtyard.

The College is currently planning a new Technical Education Building that will relocate the Electrical/Electronics and Facility Maintenance programs from the lower level of **Building F**. This new space will provide for the relocation and expansion of the Welding program from the lower level of **Building F** to the lower level of **Building G**. Relocating the Welding shop will also provide direct access to a delivery area, unlike its current location. In turn, the vacated space on the lower level of

**Building F** can be renovated for flexible expansion of the Electrical/Electronics program currently located in the lower level of Building F.

In 2004, the College planned a renovation for the Barnette Auditorium in Building D. Due to increasing program needs, the Building D renovation was put on hold to accommodate the new Technical Education Building. The College should revisit a renovation to the auditorium for new technology, new lighting, new HVAC, new seating/desks, and new finishes as originally planned.

### **New Allied Health Building**

- Relocate all Allied Health programs from the lower level of G building.
- Provide a Nursing lab, Simm lab, and storage.
- Provide a Medical Assistant lab and storage.
- Provide Lab Tech/Bio Tech/Bioworks labs and storage
- Provide a Phlebotomy lab and storage.
- Provide an Emergency Medical Services Simulation room and storage.
- Provide a Certified Nursing Assistant lab, storage and laundry room.
- Provide (1) 30-seat classroom, (4) 40-seat classrooms and (2) 60-seat classrooms.
- Provide shared locker rooms.
- Provide a computer lab.
- Provide a student lounge.
- Provide an office suite with faculty offices, adjunct faculty space, conference room, and support.
- Provide new utility services for water, sewer and fire protection.
- Provide new sidewalks, entrance plazas, vehicular access to the building and landscaping.

### **Campus Roadway, Parking, Lighting Extension**

- Extend the campus roadway by completion of the existing roadway loop, extend the utilities and parking to support expansion of the campus, extend parking lot lighting and campus lighting, and expand the central campus courtyard.
- Provide a minimum of 150 new parking spaces on the north side of the campus to accommodate future building expansions.
- Provide a new storm sewer network to handle storm water from both the new parking areas and the new roadway.

**Building F Renovation #1 (lower level)**

- Renovate the vacated Welding shop into the expanded Electrical/Electronics program current and future space needs.
- Provide a new roof on Building F.
- Upgrade the fire alarm system.

**Building G Renovation #1 (lower level)**

- Renovate the vacated shared Nursing and Nursing Assistant classroom (G109 & G110) into additional the Welding shop.
- Provide a new roof on building G.
- Upgrade the fire alarm system.

**Building D Renovation**

- Renovate the Barnette Auditorium for new technology, new lighting, new HVAC, new seating/desks and new finishes.
- Renovate the auditorium and toilet rooms for American Disabilities Act (ADA) compliance.
- Upgrade the fire alarm system.

**PERSON COUNTY CAMPUS PHASE I**

<b>NEW SPACE PROVIDED:</b>	<b>38,500 square feet (gross)</b>
<b>RENOVATED AREA:</b>	<b>11,135 square feet (gross)</b>

**PERSON COUNTY CAMPUS PHASE II (CAPITAL PRIORITY #2)****New Workforce Development Building (Building V)****Building B Renovation #1****Building C Reassignment****Building E Reassignment****Business Development Center Reassignment**

Phase II of the proposed Person County Campus master plan includes a new **Workforce Development Building**, and renovations to **Buildings B, C, E** and the **Business Development Center**.

Currently, Continuing Education programs offered on the Person County Campus are spread out, mostly offered in general curriculum classrooms. The lack of additional available classrooms on campus results in a loss of control over whether or not space will be available on campus for potential program interest. By relocating the Continuing Education Division to one building, the division can have more control over the scheduling of classes that differ from a traditional curriculum course, and more efficient use of shared space.

A new two-story **Workforce Development Building** will accommodate dedicated flexible space that can be used by all Continuing Education current and future programs. The facility will provide for the relocation of all storage, classrooms, and offices from Buildings B, D, E, relocation of HRD/WIA from the Business Development Center, and provide new program space for Adult Basic Skills, Human Resource Development, and general Continuing Education courses. To accommodate additional flexibility, 40-seat campus-wide shared classrooms should be provided. Relocation from existing buildings will 'free up' space for other on and off-campus program growth needs.

Renovation of the vacated Adult Basic Skills classrooms, which is proposed to move to the new Workforce Development Building, will accommodate additional growth for a Criminal Justice science lab in **Building B**.

Reassignment of the vacated Continuing Education offices, which are proposed to move to the new Workforce Development Building, will accommodate additional Student Development growth and relocation of Student Support Services from Building F into **Building E**.

Reassignment of the vacated Human Resource Development Lab and Office, which are proposed to move to the new Workforce Development Building, will accommodate additional incubator space, offices, and storage in the **Business Development Center**.

### **New Workforce Development Building**

- Relocate the Continuing Education and Human Resource Development Office Suites from Building E. Provide a centralized location for Continuing Education Registration
- Relocate all ABS classrooms from Building B.
- Relocate the Job Link Center from Building C.
- Relocate the Business and Industry storage from the platform of the Barnette Auditorium in Building D.
- Relocate the HRD/WIA Lab and Offices from the Business Development Center. Provide for an additional office, storage, computer lab and an open lab.
- Provide a science lab with adjacent prep room and storage.
- Provide a general use 20-station Computer Lab.
- Provide a flexible Classroom/Shop space with space and water capabilities for 25 students.
- Provide two additional 30-seat Adult Basic Skills classrooms; one for Compensatory Education and one for Language Labs. Each classroom should provide computers along one wall.
- Provide an Instructor's Resource Center with three workstations.
- Provide two 40-seat campus-wide shared classrooms.
- Provide an office suite with faculty offices, adjunct faculty space, conference room, and support.
- Provide 50 additional spaces to meet the requirements for this building.
- Provide new utility services for water, sewer and fire protection.
- Provide new sidewalks, entrance plazas, vehicular access to the building and landscaping.

### **Building B Renovation #1**

- Relocate the ABS classrooms to the new Workforce Development Building.
- Renovate the vacated space for a Criminal Justice science lab.

### **Building C Reassignment**

- Relocate the Job Link Center to the new Workforce Development Building.
- Reassign the vacated space to campus-wide shared classrooms.

**Business Development Center Reassignment**

- Relocate HRD/WIA back to the main campus in the new Workforce Development Building.
- Reassign (renovate as required) the vacated space for one large or two small incubators, three offices, and a storage room.
- Provide for a student lounge.
- American Disabilities Act (ADA) toilet room renovations.

**Building E Reassignment**

- Relocate all Continuing Education offices into the new Workforce Development Building.
- Relocate Student Support Services from Building G (upper level). Allow the Student Success Center to move into the vacated Student Support Services space.
- Reassign the offices for Student Support Services relocation and growth, and Student Development offices and workspace for special needs students. Provide a tutoring space for groups of ten students.

**PERSON COUNTY CAMPUS PHASE II**

<b>NEW SPACE PROVIDED:</b>	<b>25,600 square feet (gross)</b>
<b>RENOVATED AREA:</b>	<b>2,200 square feet (gross)</b>

**PERSON COUNTY CAMPUS PHASE III (CAPITAL PRIORITY #3)****New General Academic Building (Building W)****Building F Renovation #2 (upper level)****Building G Renovation #2 (upper level)**

Phase III of the proposed Person County Campus master plan includes a new **General Academic Building** and **renovations to Buildings F and G** for Curriculum program classrooms, labs, and support spaces.

While PCC has utilized the campus-wide shared classrooms exceptionally well, the existing classroom sizes limit the numbers of students that can be taught per course. Development of larger classrooms will increase the number student enrollment in classrooms/courses and further expand upon the flexibility of the campus.

Construction of a new **General Academic Building** for curriculum programs will provide for relocation of the Student Success Center from Building G and two 30-seat classrooms from Building F. Relocation of these areas is necessary to provide growth of other programs in Buildings F and G. In addition, the facility can accommodate four new 40-seat classrooms, two new 60-seat dividable classroom, three Language labs, a new open computer lab, a teaching computer lab, a new Early Childhood Classroom/Lab, a student lounge, and faculty support space.

**Renovation of Building F** (upper level) General Education/Business Technology classrooms F208 and F209, which are proposed to move to the new General Academic Building, will accommodate a 25-student Science Instrumentation Lab, a Sterile Room, and Tissue Culture Room.

**Renovation of Building G** (upper level) Student Success Center spaces G204-G210, which are proposed to move to the new General Academic Building, will accommodate an entire renovation of the Cosmetology Program for a larger Esthetics Lab, a new Esthetics Classroom, two renovated 30-station smaller labs, an enlarged storage room, an enlarged locker space, and one additional office.

### **New General Academic Building**

- Relocate the Student Success Center from Building G. Provide additional storage, workspace, and three language labs.
- Relocate two 30-seat classrooms from Building F for program growth.
- Provide four 40-seat classrooms with adjacent storage.
- Provide two 60-seat dividable classroom with adjacent storage.
- Provide one open and one instructional computer lab.
- Provide an Early Childhood Class/Lab and storage room.
- Relocate the Technical and Occupational Dean from Building B.
- Provide storage for the Human Services program adjacent to a 40-seat classroom.
- Provide a student lounge.
- Provide an office suite with faculty offices, adjunct faculty space, conference room, and support.
- Provide a minimum of 75 parking spaces.
- Provide new utility services for water, sewer and fire protection.
- Provide new sidewalks, entrance plazas, vehicular access to the building and landscaping.

### **Bulding F Renovation #2**

- Provide a new 25-station Science Instrumentation Lab, Sterile Room, and Tissue Culture Room.

### **Building G Renovation #2**

- Renovate the entire upper level for Cosmetology. Provide additional locker space, additional storage, one additional office, an esthetics classroom, and esthetics lab, and two 30-station labs.

### **PERSON COUNTY CAMPUS PHASE III**

<b>NEW SPACE PROVIDED:</b>	<b>21,400 square feet (gross)</b>
<b>RENOVATED AREA:</b>	<b>4,500 square feet (gross)</b>

## **PERSON COUNTY CAMPUS PHASE IV**

### **Building E Addition and Renovation**

### **Building A Addition and Renovation**

### **New Campus Wide Storage Building**

Phase IV of the proposed Person County Campus master plan includes additions and renovations to **Building A** and **Building E**.

Expansion of the campus bookstore and shipping/receiving areas will continue to be a priority as enrollment growth continues over the next ten years. The existing bookstore and shipping/receiving areas are at maximum capacity. The bookstore cannot currently accommodate textbooks and supplies required by the programs of study. Additional course offerings and enrollment only add to the existing burden.

An **addition** to **Building E** will provide twice the current space for the bookstore and the shipping/receiving areas. A two-story interior lobby where the existing exterior stair is located will provide adequate means of accessing the bookstore from the Student Lounge and Student Development registration areas. In addition, the creation of an interior lobby will provide appropriate access to the building elevator without requiring access through Maintenance.

**Renovation** of **Building E** at the Student Lounge upper ramp will accommodate space for a Security Officer, Student Government, and a student game room. Prior renovations to Building E could not accommodate a student game room due to space limitations.

An **addition** to **Building A** will accommodate relocation and growth of the Continuing Education Vice President space from Building A and Management Information Systems/Academic Computing from Building B. The new space will provide a High-End computing lab for MIS/Academic Computing and a combined workspace with adjacent storage.

**Renovation** of **Building A** at the entrance lobby behind the receptionist will accommodate office growth for a Graphics/Web Designer and additional President Support space growth. Renovation of the vacated Continuing Education office suite will accommodate growth (and relocation as needed) for Administrative Services secured storage.

Growth at PCC will continue to place a burden upon the College's existing storage needs. A new pre-engineered **Campus-Wide Storage Building** will provide current and future storage needs

for surplus items. The storage should be designed to accommodate industrial horizontal and vertical storage racks to make best use of the space available.

### **Building E Addition And Renovation**

- Provide twice the existing bookstore display space, office space, and storage space.
- Provide twice the shipping/receiving space.
- Provide appropriate access to the building elevator with an entrance to the facility.
- Provide a student game room, Security office and dedicated Student Government space in the vacated upper level (up ramp) offices.

### **Building A Addition And Renovation**

- Relocate MIS/Academic Computing from Building B into new Addition.
- Enlarge and relocate the Continuing Education Vice President Suite to new Addition.
- Provide a 10-station High-End Computing Lab and a 5-station workspace for MIS/Academic Computing in the new addition.
- Provide secured, dedicated storage rooms for Personnel/Payroll and the Business Office in the renovation (May require relocation of personnel into vacated Continuing Education, Vice President Suite).
- Provide an office for a Graphics/Web Designer, storage for Public Information and Foundation, a workspace/meeting room for President support offices, and renovate/relocate existing offices to provide additional space. Enclose the entrance lobby behind the receptionist of Building A to attain the additional current and future growth needs.

## **PERSON COUNTY CAMPUS PHASE IV**

<b>NEW SPACE PROVIDED:</b>	<b>18,000 square feet (gross)</b>
<b>RENOVATED AREA:</b>	<b>4,400 square feet (gross)</b>

## **PERSON COUNTY CAMPUS PHASE V**

### **New Child Development Center**

#### **Building H Renovation**

Phase V of the proposed campus master plan includes relocating the existing daycare center from the upper level of Building H into a free-standing, new **Child Development Center**. The new facility should be located for the ease of parent drop-off and adjacent to the General Academic Building for potential classroom/lab interaction.

**Renovation of Building H** (upper level) vacated Child Development Center will accommodate additional storage, classroom, and support space for Library and Information Services.

#### **New Child Development Center**

- Relocate the entire program from Building H. Provide a restroom for adults, an indoor storage room, one office/conference/screening room, a teacher's lounge, and a dedicated More-at-Four Classroom.
- Provide outdoor storage and play space for the daycare center.

#### **Building H Renovation**

- Provide two storage rooms, one for loaned equipment, telecourse materials, books and periodicals, and one for general storage.
- Provide an A/V classroom with instructional space for 10 computers.
- Provide additional study carrels, support, and future growth needs.

## **PERSON COUNTY CAMPUS PHASE V**

**NEW SPACE PROVIDED:                      8,000 square feet (gross)**

**RENOVATED AREA:                            2,935 square feet (gross)**

## **CASWELL COUNTY CAMPUS PHASE I**

### **New Workforce Development Building**

#### **Building K Addition and Renovation**

Phase I of the proposed Caswell County Campus master plan includes a new **Workforce Development Building** and addition and renovation to **Building K** where spaces vacate into the new Workforce Development Building.

Construction of a new **Workforce Development Building** for curriculum and continuing education programs will provide for relocation of the Human Resources, Adult Basic Skills, and Job Link spaces from Building K. Relocation of these areas is necessary to provide growth of curriculum programs in Buildings K. In addition, the facility can accommodate a tiered multipurpose classroom, a flexible classroom/shop, two classroom/labs, an assessment /testing center, a student lounge, adjunct faculty space, and other faculty support space.

The vacated spaces in **Building K** to the Workforce Development Center can accommodate Adjunct Faculty in K111, a relocation of the LRC to K113-K116, and a general education Science Lab, Prep Room, and Storage Room in K117, a shared computer lab, Student Support Services suite, and faculty support space.

Currently there is no interior space for maintenance or receiving functions. A small **addition** to **Building K** for indoor maintenance, receiving, and custodial activities can be accommodated adjacent to K135 and the rear service drive.

Once a new facility is constructed the Caswell County Campus will require purchase of additional property for future growth.

**New Workforce Development Building**

- Relocate ABS, HRD, and the Employment Security Commission office from Building K.
- Provide two new offices; one for HRD/Job Link and one for Basic Skills.
- Provide a large, tiered multipurpose classroom, a Continuing Education/EMS Lab, a CNA/EMT Lab, an Assessment/Testing Center, an HRD Classroom/Computer Lab, a Student Lounge, Adjunct Faculty space, and instructional support spaces.

**Building K Addition and Renovation**

- Provide a shared computer lab, Student Support Services suite, and instructional support spaces in the areas vacated by ABS, HRD, and the Employment Security Commission
- Provide a shared Adjunct Faculty space in vacated K111.
- Relocate the LRC to K113-K116 to provide for additional needs. Reassign the existing LRC to a 30-35-seat curriculum classroom.
- Renovate K117 into a general education 20-seat Science Lab with prep and storage.
- Provide a 900 s.f. addition for indoor maintenance, receiving, and custodial activities.
- Replace all room signage to meet American Disabilities Act compliance.

**CASWELL COUNTY CAMPUS PHASE I**

<b>NEW SPACE PROVIDED:</b>	<b>15,000 square feet (gross)</b>
<b>RENOVATED AREA:</b>	<b>6,825 square feet (gross)</b>

## SPACE ASSESSMENT SUMMARY

### Summary of College-Wide Space Deficit:

<b>Current Space Deficit:</b>	<b>69,496 gross square feet</b>
<b>Year 2011/2012 Space Deficit:</b>	<b>117,271 gross square feet</b>

### Summary of New Space Recommended:

#### **Person County Campus Phase I (CP#1)**

New Allied Health Building	38,500 gross square feet
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#### **Person County Campus Phase II (CP #2)**

New Workforce Development Building	25,600 gross square feet
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#### **Person County Campus Phase III (CP#3)**

New Academic Building	21,400 gross square feet
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#### **Person County Campus Phase IV**

Building A Addition, Building E Addition, & New Campus Wide Storage Building	18,000 gross square feet
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#### **Person County Campus Phase V**

New Child Development Center	8,000 gross square feet
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#### **Caswell County Campus Phase I**

New Workforce Development Building & Building A Addition	15,000 gross square feet
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<b>Total New Space Provided</b>	<b>126,500 gross square feet</b>
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## ADDITIONAL RECOMMENDATIONS

### Signage

College campuses can be daunting and overwhelming if clear signage and wayfinding are not an integral part of the campus. Campus signage has the ability to orient and direct students and the community onto and throughout the campus, while establishing pedestrian safety. Signage is important not only on-campus but off-campus as well because it helps direct people to the campus from within the community.

A good signage plan takes a tiered approach to its design. Exterior signage should begin with off-campus roadway **advanced guidance signage** that directs visitors and students from within the community. An example of this type of sign includes the green signs located along US 501 that identify the direction to Piedmont Community College, Person County Campus. The second tier would include entry features onto the campus. Examples of this type of signage include **entrance and marquee signs**, or signs that identify the entrance(s) onto the campus property. This tier of signage might extend onto the campus through the use of flags/banners on poles or through colored street signage (identifiable color other than local street signs). The third tier is on-campus **directional signage** that identifies directions for vehicular and pedestrian traffic. Examples of this type of signage include directories placed at prominent intersections and core areas on the campus. This can also include uniform parking identification by color or graphic coded visitor, staff/faculty, and student parking areas. In addition, all parking lot signage should clearly identify entrances/exits, emergency phone numbers, where permits can be obtained, the type of parking allowed, and section numbers when lots are large in scale. At the pedestrian level, directional signs include kiosks and 'You Are Here' identification maps. The fourth tier of signage is **building identification**. Building identification signs can be located in front of the building (post and panel signs) in a prominent place or physically on the building. Keep in mind that this type of signage should be a minimum of six feet away from the curb when read by vehicle or three feet away from a walkway when read by pedestrians. Building identification signs might go a step further and include roof building identification that can help law enforcement and emergency response teams.

The remaining tiers of signage include way finding within the interiors of buildings. Interior signage should begin with **building directories** at all major building entrances and include **intermediate directional signage** within larger facilities. Interior signage shall continue through to the signage on all doors. **Door signage** for classrooms and offices should use slotted changeable

inserts for flexibility. All signage should be American Disabilities Act (ADA) compliant and follow the building code and local jurisdiction for size, identification, and accessibility requirements.

The most important thing to keep in mind with any signage plan is that the signage must be clear and consistent. A good signage plan must not overwhelm students and visitors, and need not create a cluttered campus. Signage is for creating safety and clear directions for all visitors to the campus. A good signage plan will exude greater campus presence in the community and welcome all visitors to the campus.

### **Campus Lighting**

Campus lighting is essential to the development of a safe environment for all persons on campus. A good campus lighting plan is developed to compliment landscaping and campus signage. Lighting plans should be tiered similar to a signage plan. The first tier is **Perimeter lighting** consisting of street and parking lot lighting. This type of lighting includes that at parking lots, intersections, campus entrances, bus stops, and all pedestrian crossings. **Transition lighting** is the second tier in campus lighting. This type of lighting includes that at walkways and security 'blue light' call boxes. The third tier of lighting is **Circulation lighting** for gathering areas and courtyards, or where groups of buildings clearly identify central meeting places. This type of lighting includes light bollards, building lighting, and pedestrian scale light poles. This tier of lighting should continue to all building entrances.

Piedmont Community College should carefully evaluate and develop a campus lighting plan incorporating each tier of lighting that will create a safer, more secure college environment. Because the College operates late into the evenings and will bring more of the community onto campus with the development of the master plan, the campus lighting plan should be developed early into all new construction.

### **Landscape Plan**

Piedmont Community College has taken great care in developing a cohesive campus landscape plan for the existing facilities including the development of outdoor gathering and activity spaces. As the College continues to expand, it is important that the existing plan should be expanded through the development of landscaped courtyards, pedestrian plazas, and outdoor gathering places for the College. As the campus expands across the campus property, the walking distance from one end of the campus to the other will significantly increase, and students need to

be encouraged to walk from the parking lots to their classes. Encouragement for walking can begin with the development of a good landscape plan that respects the skills and maintenance abilities of the grounds crews.