

STANDARD EIGHT PHYSICAL FACILITIES

“What changes have been made in the physical plant (new buildings, demolition/remodeling of old ones)?”

Standard 8.A—Instructional and Support Facilities

Standard 8.A.2—Institutional Function of Facilities

General use classrooms continue to be adequate for current programs and enrollment.¹

With the new Science Center² construction project nearing completion, much of the teaching laboratory space deficiencies noted in the 1999 Accreditation Report will soon be solved. One 150-seat lecture hall, two 60-seat classrooms, and two additional 40-seat classrooms will be added upon completion. The classrooms in Badgely Hall will be eliminated, but the net gain of one in classrooms and the seating capacity in all rooms is more conducive to the programs and classes being contemplated. The new Science Center will address the Sciences and affiliated programs. The facility also enhances programs offered by academic partners such as Oregon Department of Fish and Wildlife, Oregon State University’s Agriculture program, Oregon Health Sciences University Nursing program, and OHSU medical research, all of which will be located in the building. This new building is expected to increase enrollment by as many as 900 students and 70 faculty and support staff. The ability for the university to successfully recruit and retain new and better students and faculty are assured, making the institution more competitive in the state and region.

Standard 8.A.4—Management, Maintenance, and Operation of Institutional Facilities

A new Director of Facilities and Planning was named in March 2000. The Director at the time of the 1999 Accreditation Report resigned and an Interim Director served for over a year. Under new management and with the support of University Administration, the Facilities and Planning department started to take a new direction from an all inclusive, self-sufficient organization to a more streamlined operation dedicated to service and support of the University’s educational mission. Facilities and Planning’s Strategic Plan Goals and Aims have also been modified to give the unit an opportunity to remain successful and meet the needs of the customers. Strategic Goals 2 and 3 have been eliminated so that all effort can be devoted to the other 3 goals.³

The Director of Facilities and Planning continues to manage campus physical facilities and grounds. Some facility staff restructuring has been necessary due to attrition and serious budget constraints. The Director is supported by the Assistant Director for Maintenance and Grounds, the Custodial Supervisor, the Security lead (who is also the campus Stationary Engineer), the Executive Assistant/Parking Coordinator, and the Shipping and Receiving/Motor Pool Coordinator. The Director directly supervises and evaluates staff, due to the fact that three of five of the employees listed above are represented members of SEIU, the classified staff union.

¹ See Exhibit 74, Space Utilization Report, Fall 2002.

² See Exhibit 75, EOU Science Center, Yost Grube Hall Architecture, April 16, 2001; Cultural Resource Survey and Shovel Testing for the EOU Science Building Addition, June 2003.

³ See Exhibit 1, EOU 1999 Strategic Plan, FA 20-24.

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The Facilities and Planning department currently has four staff positions — a Custodian, a Grounds Maintenance I, an Office Assistant 1, and an Auto Mechanic 2 — which are vacant and likely will not be filled because of legislative mandates. Due to the construction of the Integrated Services Building, a new custodial position has been created and funded through the lease. Also, three new classified positions (two custodial and one HVAC technician) have been identified as necessary for the new Science Center. The necessary funding has been requested as an addition to the education and general budget.

As staff dwindles and maintenance and operations budgets remain stagnant, this organization must be willing to make changes quickly while continuing to achieve at the highest levels of performance. The University has grown in excess of 133,864 square feet since the 1999 Accreditation Report, while the staff has decreased by 4 positions. The net effect of the increase of square footage and decrease in staff is that more work is shifting to temporary employees, students, or local contractors. The top priority of Facilities and Planning continues to be maintenance and stewardship of the campus' physical assets. However, the fact remains that the department cannot do and solve all. Increasingly, the department administrator needs to call in outside contractors, and temporary and student workers to supplement full-time staff.

The Custodial Supervisor position previously included the duties of Campus Security and Campus Safety Officer. With the Custodial Supervisor's resignation in August 2002, the Safety and Security components of the Custodial Supervisor's position description were reassigned. The Campus Security lead shifted to the Stationary Engineer's position and the Campus Safety Officer position was assigned to the Personnel Officer in the Human Resources Office. (See 8.A.5).

Facilities Scheduling, supervised by Residence Life due to the proximity of the office, schedules University facilities. The Facilities and Planning custodial staff, in addition to their assigned Educational and General facilities cleaning duties, are responsible for event and conference set-ups and clean-ups in all spaces except Hoke Center and the residence halls. This support of conferences and events, an auxiliary service, is done on a charge-back basis. A proposal has been forwarded to perform and administer this program as an auxiliary service staffed by a supervisor and students and funded entirely by user fees. The history of non-collegiate events and conferences is to allow free or reduced rates for use of facilities and staff support. Equipment and staff-rate schedules have been introduced to many "regular" off-campus groups with mixed success. Use of off-campus, non-academic facilities have seen an increase, including summer camps and meetings that start the day following graduation and continue almost non-stop until students begin to return to campus in late August.

Standard 8.A.5—Access and Security

Facilities and Planning staff remain integrally involved in Campus Safety and have staff representation on the Safety Committee.

Campus Security remains under the Facilities and Planning umbrella. The Stationary Engineer has assumed coordination of the department's scheduling and organization. Campus Security currently has four full-time classified positions and provides twenty-four hour service to campus. In order to cover all shifts and curb expenses, the department must employ students. Campus Security has physically moved to the basement of Ackerman Hall, which allows the personnel to respond to requests from a central campus location. Communication procedures and new Standard Operating Procedures have been formulated,⁴ and the department has performed an assessment of required training and staff. Funding within the current operating budget prevents the implementation of a comprehensive training regime, but the Campus Safety Committee considers future implementation of the regime to be a priority.

⁴ See Exhibit 76, Campus Security Standard Operating Procedures Manual.

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Mandatory uniform requirements are stipulated through negotiated agreement with OPEU. Mechanics, Grounds Keepers working with chemicals, and Security are the only staff with negotiated and stipulated uniforms that are provided through the maintenance budget.

In response to the events on September 11, 2001, EOU entered into collaborative efforts with the community of La Grande and Union County to conduct the first in a series of disaster drills. The goal of the drills was to educate the campus community as to safe evacuation plans and provide the facilities staff members increased familiarity with the buildings, their systems, and their safety procedures. The first drill took place in November of 2001.⁵

Standard 8.B—Equipment and Materials

Standard 8.B.1—Suitable Equipment

Several classrooms have been technologically upgraded (See Standard Five, Exhibit 56). Most of these upgrades have been funded through academic department dollars, technology fees, and grant funding.

Standard 8.B.3—Hazardous Materials

The Facilities and Planning Department continues to perform and maintain a yearly Hazardous Substance Information Survey for the Office of the State Fire Marshall⁶ and works with the School of Arts and Sciences Environmental Health and Safety Technician to ensure safe and well-documented Hazardous Waste Disposal. A master list of chemicals by building has been developed.⁷ In June 2003, A Dr. Timothy Jarvis, PhD., REA – Environmental Compliance, Toxicology and Risk Assessment – was contracted to identify and create systems required to assure that the new Science Center operates safely and legally while affording EOU faculty the tools necessary to conduct their research and grow their programs. This was accomplished using a systematic approach to establishing requirements, communication channels, and common expectations.⁸ Dr. Jarvis has prepared several reports and drafted policies regarding environmental safety issues, including Responsible Student Programs, Conflicting Expectations, an Interim Report for the Art Department, and a Preliminary Evaluation of Science Building Compliance Issues.⁹

Standard 8.C—Physical Resources Planning

Standard 8.C.1—Master Plan Updates

In Spring 2000, Architectures International was commissioned to complete a *Facilities Assessment*¹⁰ as a precursor to completing a comprehensive Campus Master Plan.

The primary scope of the *Facilities Assessment* was to provide a plan for growth to accommodate the anticipated increased enrollment and to remain a dynamic and quality institution in the Oregon University System. During composition of the *Facilities Assessment*, a survey of the square footage on campus was completed. The report confirmed that facilities on the University campus comprised 432,111 square feet

⁵ See Exhibit 77, Disaster Drill, November 2001.

⁶ See Exhibit 78, 2003 Oregon State Fire Marshal Hazardous Substance Information Survey.

⁷ See Exhibit 79, List of Chemicals by Building.

⁸ See Exhibit 80, Jarvis Report and Contract.

⁹ See Exhibit 81, Jarvis Reports and Policies.

¹⁰ See Exhibit 82, *Facilities Assessment*.

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of Educational and General Use buildings, 62,819 square feet of Auxiliary Building space, and 137,664 square feet of Residence Halls.

The initial Comprehensive Master Planning effort was completed in November 2001.¹¹ This effort was led by SERA Architects and included participation from campus, city, county, and community partners.

Among other benefits, this document led to the creation of a Public Facilities zone within the City of La Grande's Planning and Zoning districts. In September 2002, Sera Architects, in collaboration with Walker Macy and Ambrozini Design, created a Campus Landscape Development Plan,¹² followed by a Master Planning Executive Summary¹³ in December 2002, and a Campus Signage and Wayfinding Plan¹⁴ in June 2002. The latest phase of the campus master planning process is underway with a utilities and infrastructure study being done by Glumac International and Systems West.¹⁵

Standard 8.C.2—Facilities Development and Major Renovations Planning

Since the study's completion (*Facilities Assessment*), two temporary buildings and two permanent structures were removed from the inventory: the tennis dome (12,000 square feet), the chemical storage facility at Badgley Hall (144 square feet), and the Small Business Development Center (SBDC) house (2,310 square feet). At the same time that these buildings were removed, other on-campus facilities additions were completed, adding to the campus inventory. These new additions include a fitness center and team locker rooms added to Quinn Coliseum (15,000 square feet), and an addition to the Facilities and Planning storage warehouse (1,440 square feet).

New buildings were also constructed in addition to these new additions. On the south perimeter of campus, a 32,000 square foot shared office facility was constructed. Approximately 24,000 square feet of this Integrated Services Building is currently leased to the Department of Health Services and Human Development, and 3,200 square feet of the building is used for Eastern Oregon University classrooms and offices.¹⁶ This new building was constructed and contracted through a third party, Sivars Development of Portland, Oregon. State bonding was used, the building is leased for 15 years, and at the completion of this time, the building will be paid for.

In mid-June of 2003, the newly constructed Science Center addition opened for temporary occupancy. The first phase of the project included a newly constructed building of 99,878 square feet. Phase II began in June, shortly after graduation, and includes a total renovation of Badgley Hall, 31,030 square feet. Completion of the entire project is scheduled for April of 2004.

The total campus square footage breakdown by funding source is now: 565,975 E and G; 62,819 Auxiliary; and 137,664 Residence Halls.

Additional improvements to the campus buildings and grounds are being planned. By the time this report is completed, a 4,100 square foot restroom, concession, and press box facility will be constructed at Community Stadium and two new intramural/recreational/intercollegiate soccer and practice fields will be under construction south of the football stadium. The latter project is the first one identified by the

¹¹ See Exhibit 83, Comprehensive Master Planning, November 2001.

¹² See Exhibit 84, Landscape Development Plan.

¹³ See Exhibit 85, Master Planning Executive Summary.

¹⁴ See Exhibit 86, Signage and Wayfinding Master Plan.

¹⁵ See Exhibit 87, Central Steam Plan Study.

¹⁶ See Exhibit 88, DAS/OUS lease agreement for ISB.

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Campus Comprehensive Master Plan (Exhibit 83). The new fields will replace current field locations that have been identified in the Master Plan as the site for a future residence hall.¹⁷

Parking. The Facilities Assessment and Campus Master Plan have both indicated that available parking meets city standards and code. The Master Plan indicates where additional parking should be located as enrollment and facilities are added. A plan to pave the “free” parking lot at Community Stadium is nearing completion and as soon as funding is identified, will be done.¹⁸ Facilities and Planning’s Executive Assistant/Parking coordinator administers the parking program. A proposal has been forwarded to change the parking program to an auxiliary program completely separate from the Facilities and Planning Department and funded entirely by parking fees and fines.

Campus Grounds/Landscape. Campus landscape and grounds maintenance is a high priority for the University. During the summer of 2000, the campus landscape maintenance crews, in collaboration with a local contractor and landscape architect, turned the old playground between Ackerman Hall and Gymnasium into a reflective garden in memory of a recently deceased Student Affairs Vice President. This project started a redefinition of the look of campus as a whole. In the last couple of years several other campus landscape projects have been undertaken. These projects include Inlow Hall front lawn, Pierce Library entrance, and planters in the campus core eighth street entrance. The new Science Center landscape plan includes the perimeter of the building on the North side of University Boulevard. The University has retained a landscape architect to complete this main campus entrance incorporating the Science Center landscaping and the future library addition project into a new campus gateway. This gateway will lay the foundation for all campus entrance enhancements by pulling together the campus master plan, landscape development plan, and wayfinding and signage plan.

Miscellaneous Projects. The University Foundation has embarked on a study of the future of the Grand Staircase.¹⁹ This important structure on the North side of campus has been allowed to deteriorate to an unsafe condition. The possible funding for renovations and repairs will need to come from private sources and has been a high priority for the campus and community.

Energy Conservation. A hot topic in Oregon is a statewide reduction of energy consumption by all state agencies. The Governor of Oregon mandated, in December 2000, that all state agencies, including higher education, reduce energy consumption by 10%. Independent energy conservation studies were done by Siemens Building Technologies²⁰ and MicroClimates.²¹ These studies identify some quick fixes and some larger projects which require a capital investment, but will have a longer energy savings payback. EOU, in cooperation with Oregon Trail Electrical Cooperative and Bonneville Power Administration, entered into an agreement to retro-fit all campus light fixtures with high efficiency light ballasts and tubes. The University provided the labor and the electrical distribution partners reimbursed the cost of materials and recycling of old tubes and ballasts. During the first installment of the lights, 1,414 ballasts and 3,000 light tubes were replaced in 900 light fixtures in Loso Hall. Although the savings from this project are currently being measured, the indications are that a 30% savings in lighting costs will be achieved. EOU staff has identified and made proposals for some other long-term energy savings programs.

¹⁷ See Exhibit 89, Strategic Master Plan 2002 and List of Capital Improvement Projects Completed and Capital Construction Summary (plans and specifications available upon request).

¹⁸ See Exhibit 90, Parking.

¹⁹ See Exhibit 91, Grand Staircase: Evaluation and Repair Options, Report One.

²⁰ See Exhibit 92, Siemens Building Technologies Energy Conservation Feasibility Study.

²¹ See Exhibit 93, MicroClimates Energy Services Proposal.

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The most significant area of conservation would be a campus wide direct digital HVAC controls installation. A consultant agreement for engineering and contract administration is in effect with MicroClimates and a Request For Proposal for contracting service is under legal sufficiency review at the Oregon Department of Justice. A 2001 State Agency Conservation audit by the Secretary of State's office along with studies and recommendations from the Department of Administrative Services are available.²²

Standard 8.C.3—Access to Institutional Facilities

EOU has continued to be committed to accessibility for all students, staff, faculty, and campus visitors. In 2000, Facilities and Planning responded to a 1997 Department of Consumer and Business Services Elevator Safety Program inspection and upgraded all campus elevators to conform to Oregon Elevator Specialty Code, ASME A17.3.²³ Included in the upgrades completed were car emergency signaling devices, telephone dialing instructions for the sight impaired, and safety devices to prevent premature door opening and manual door opening between floors.

An automatic door-opening device was installed in Zabel Hall in response to two handicapped professors housed in that building. Upon consultation with those professors, many campus exteriors' accessibility improvements were performed. These improvements included removal of steps and installation of ramped sidewalks at two entrances to Inlow Hall. Handicapped curb cuts were also built on street corners south of Quinn Coliseum and North of Ackerman Hall. In addition to those upgrades, an automatic door-opening device was installed in Zabel Hall.

Exhibits (available on campus)

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| 1 | 1999 Focused Interim Report, EOU 1999 Strategic Plan, FA 20-24 |
| 74 | Space Utilization Report, Fall 2002 |
| 75 | EOU Science Center, April 16, 2001 and Shovel Testing for the EOU Science Building Addition, June 2003 |
| 76 | Campus Security Standard Operating Procedures Manual |
| 77 | Disaster Drill, November 2001 |
| 78 | Oregon State Fire Marshal Hazardous Substance Survey |
| 79 | List of Chemicals by Building |
| 80 | Jarvis Report and Contract |
| 81 | Jarvis Reports and Policies |
| 82 | <i>Facilities Assessment, 2000</i> |
| 83 | Comprehensive Master Planning, November 2001 |
| 84 | Landscape Development Plan |
| 85 | Master Planning Executive Summary |
| 86 | Signage and Wayfinding Master Planning |
| 87 | Control Steam Plan Study |
| 88 | DAS/OUS Lease Agreement for Integrated Services Building |
| 89 | Strategic Master Plan 2002 and other Documents (plans and specifications available upon request) |
| 90 | Parking 2002-03 |
| 91 | Grand Staircase: Evaluation and Repair Options, Report One |
| 92 | Siemens Building Technologies Energy Conservation Feasibility Study |
| 93 | MicroClimates Energy Services Proposal |

²² See Exhibit 94, Secretary of State Energy Conservation Audit Report.

²³ See Exhibit 95, Oregon Elevator Specialty Code Inspection Report.

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| 94 | Secretary of State Energy Conservation Audit Reports |
| 95 | Oregon Elevator Specialty Code Inspection Report |