Space Allocation Requests

The Master Planning and Space Allocation Committee (MaPSAC) makes recommendations to the Chancellor regarding semi-permanent and permanent uses of enclosed and open spaces on campus, including existing buildings, renovations to existing structures, proposed new structures, and the use of open acreage. The objective of the committee is to enhance the functionality, accessibility, and the beauty of the Windward CC campus structures and spaces in the interest of creating a more effective learning environment for our students.

The requestor is encouraged to include attachments such as pictures and plans. Note that basic building plans in PDF and JPG are available on the Buildings and Facilities on Campus page. The requester is also encouraged to provide evidence of support from the college. Any request being made by an external (non-WCC) agency must enlist a Windward CC contact person who will act as the agency’s liaison, and follow the same procedures as those required for internal requests.

Procedure

1) The requester contacts the Chair with the initial draft of the request, which should include all appropriate items listed in the Required Information for All Requests.
2) The Chair forwards the request to the committee for initial discussion.
3) The committee decides if the decision should be made by the Vice Chancellor of Administrative Services, by the committee, or be referred to another group on campus.
4) For committee-made decisions,
   1. The Chair will ask the requester to post the initial draft of the request on the New Initiatives discussion board for college input.
   2. After a minimum of two weeks from the date of posting, the requester will submit a final request electronically to the Chair.
   3. The committee’s review of the final request will include a presentation by the requester and any other interested parties.
   4. The committee's recommendation will be recorded in the committee notes and forwarded to the Chancellor, requester and any other appropriate people on campus.

Title of Space Request:

Request Status: Dates to be updated by the Chair of the MaPSAC.

Date

Received by Chair of the MaPSAC
Sent to MaPSAC for Initial Decision on Disposition
Posted on the New Initiatives Forum
Discussion Period Closed
Final (modified) Version of Request Received by Chair
MaPSAC Deliberation Begins
Decision:  ___ Approved
          ___ Disapproved
          ___ Withdrawn
Required Information for All Requests

1) Name of the individual or group that is requesting the space

Department of Natural Sciences
Office of Academic Affairs

2) Contact Person’s name, email, and telephone number

Ross Langston, langston@hawaii.edu, 236-9119
Brian Richardson, richards@hawaii.edu, 235-7416

3) Type of space that is needed

c. 1,800 gsf to house animal prep and classroom facility, animal holding area, x-ray and developing rooms, and appropriate supporting and storage rooms

4) Building or space in question

Maintenance enclosure adjacent to Hale Imiloa loading dock.

5) How the space is currently being used

Chiller tower (scheduled to be removed), transformer, propane tank (that can re-sized and relocated) and storage sheds (the contents of which would be relocated into the Imiloa basement once the air conditioning equipment is removed).

6) Desired start date (and end date, if applicable)

As soon as possible. Space would be used indefinitely.

7) Description of how the space will be used

New construction adjacent to Hale Imiloa will be used for classroom, lab and office space connected to the college’s Veterinary Assisting certificate program.

8) Description of how it may contribute to the learning environment and interests of WCC students

The Veterinary Assisting program requires specialized spaces for clinical instruction. It is important that this space be separated from the main building but at the same time able to connect to the building’s infrastructure. In this space, students will receive hands-on instruction in anesthesia, x-ray, patient exam and surgery. The UH Institutional Animal Care and Use Committee requires any space where animals are used in an educational setting must ensure that best practices are met for both animals and humans connected to the activity. This requires sufficient air circulation, secure kennel space, appropriate separation from other campus activities, and shielding for the x-ray machine.

9) Other alternatives that were considered and why those alternatives don't seem to work

Possible spaces in Imiloa, including current classroom spaces and the basement, were looked at, as well as areas in Alakai and Kuhina. None of these were deemed suitable given the specialized needs of the program. We also considered off-site spaces and a mobile
surgery van, but neither of these were plausible, or even possible, alternatives to committed campus facilities.

10) What other resources may be needed

The new space would require appropriate infrastructure support, including 240 volt, 3 phase electricity, running water, ventilation, examination tables, and security system. Portable equipment (not built into the facility) that is connected to the program such as an anesthesia machine, surgery tables, and waste anesthesia gas machine will be provided through Perkins grants and other sources.

11) How the proposal supports or is supported by the Master Plan, the Mission of the College, and the UHCC Strategic Plan

The veterinary assisting program began in Fall 2009. The program has used temporary facilities on and off campus. As the program expands and as the Veterinary Technician program is created, there is a clear need for larger and more specialized facilities.

The objectives of the Veterinary Assisting program at Windward CC are to:

Train Hawaii's veterinary para-professionals to perform essential tasks in the veterinary hospital and lab animal facilities (e.g., administer anesthesia, take and develop radiographs, assist with surgical procedures, dispense medications, perform vital lab tests, and provide client education)

Allow students to obtain industry-recognized credentials that will enable them to obtain employment at veterinary hospitals, lab animal facilities, and research laboratories throughout the United States.

To meet the current and anticipated workforce needs in Hawaii. There are no training opportunities available in Hawaii for veterinarian technicians.

The program objectives align to the following elements of the college's strategic plan:

Outcome 4.1: Contribute to the development of a high-skilled workforce through the establishment of at least one new specific, career-focused degree, certificate or career pathway per year that leads to employment in emerging fields.

Outcome 4.2: Establish partnerships with employers to create internships and job placements.

Outcome 4.3: Expand the curriculum that prepares students for critical workforce shortage areas.

Outcome 4.4: Create internships and service learning opportunities in the community.

Outcome 4.5: Promote the knowledge, skills, and opportunities that support current and emerging STEM fields and careers.

Outcome 4.6: Increase the number of degrees and certificates awarded in STEM fields.
Windward Community College  
VetTech Facility  
Hale Imiloa Building

Program Space Requirements

<table>
<thead>
<tr>
<th>1.0 VET TECH FACILITY</th>
<th>Program NSF</th>
<th>Actual NSF</th>
</tr>
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<tbody>
<tr>
<td>Treatment Area</td>
<td>600</td>
<td>585</td>
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<tr>
<td>Animal Storage</td>
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<tr>
<td>Scrub</td>
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<td>83</td>
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<td>X-Ray / Developing</td>
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<td>159</td>
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<tr>
<td>Laundry/Cleaning</td>
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<tr>
<td>Dry Storage</td>
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<td>119</td>
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<tr>
<td>Faculty Office</td>
<td>115</td>
<td>120</td>
</tr>
</tbody>
</table>

Subtotal Research Wet Laboratory  
1,575  
1,567

| PROGRAMMED AREA (NSF)       | 1,575       | 1,567     |
| TOTAL GROSS SQUARE FEET (GSF)| 1,969       | 1,981     |
| ESTIMATED EFFICIENCY FACTOR (NSF/GSF) | 80.00% | 79.10% |