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:  Renovation of Building E for Language Arts classrooms and offices

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

Date:  March 16, 2010

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: The Language Arts Department unanimously supports this request to Renovate Building E for classrooms and departmental use.

2) Contact Person’s name, email, and telephone number: Jean Shibuya, Language Arts Department Chair, jshibuya@hawaii.edu, Palanakila 119A, ph. 236-9235

3) Type of space that is needed: Renovation of Building E to create classroom and office space

4) Building or space in question: Building E, Hale Laakea (assignable space 6,820 sq. ft.; 8,031 sq. ft., gross footage)

5) How the space is currently being used: The WCC Library occupies this space

6) Desired start date (and end date, if applicable): Spring 2012

7) Description of how the space will be used: Building will house classrooms, offices for faculty and lecturers, departmental offices and a meeting room.

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

Additional classrooms will replace the four classrooms eliminated by the demolition of Manaleo Building to make space for the Library Learning Complex.

Currently, developmental and remedial courses are housed on a space available basis. Language Arts will be able to dedicate at least one classroom to developmental courses in reading, writing, and learning skills. With dedicated space, instructors could enrich classrooms with displays and relevant materials. Classroom furniture and orientation would be situated in a way most conducive to teaching methods employed. Creating an enriched environment has been shown to improve learning outcomes. This proves especially important in developmental and remedial settings where we create the foundation for success for all further college coursework.

Language Arts faculty, now dispersed to four locations on campus, will consolidate faculty who will be able to communicate more efficiently. Not only will the faculty be more cohesive physically, but this improves student service as instructors in similar areas can help students who drop by for help in a given area. Students have one place to go for help and support, rather than several unrelated and ad hoc areas. As per above regarding developmental coursework, the areas can be customized for the types of learning occurring. For example, language classrooms can be enriched with visual displays related to culture, grammar, etc. This is difficult to do in space that is not primarily used for a specific subject. The goal is to create an optimal learning environment, both in the classroom and in where one turns to for support outside the classroom. It also creates a gathering place for students interested in these subject areas. This leads to informal peer mentoring and learning community formation, which is impossible without the physical reality of dedicated, unified space.

9) Other alternatives that were considered and why those alternatives don't seem to work: None. This building was designated for Language Arts in the current Master Plan for WCC and in the 1992 WCC “Plan Review Use Application, Vol 2” report.

10) What other resources may be needed: Wiring for electricity and telecommunications
11) How the proposal supports or is supported by the Master Plan, the Mission of the College, and the UHCC Strategic Plan

**Master Plan:** carries out the stipulations of the MP, which designated Building E for use by Language Arts.

**College Mission:** “Windward Community College is committed to excellence in the liberal arts and career development; we support and challenge individuals to develop skills, fulfill their potential, enrich their lives,...”

Our courses promote language study, writing, study skills, and critical reading skills for students in the liberal arts and career development. The developmental courses are critical for our students to be able to improve skills and fulfill their potential. Our enriched language arts learning environment promotes excellence in the liberal arts and provides support for essential skills in career growth.

**UHCC Strategic Plan:** As proponents of language mastery, writing, reading, and critical thinking, for essential skills and transfer level students, the Language Arts faculty through its courses and initiatives support

- **Strategic Outcome #1:** Native Hawaiian Educational Attainment  
  WCC Action Outcomes 1.3 and 1.5

- **Strategic Outcome #1:** Hawaii’s Educational Capital  
  WCC Action Outcomes 2.3 and 2.8

- **Strategic Outcome #4:** Global Competitive Workforce  
  WCC Action Outcomes 4.5, 4.6, 4.7, and 4.8