

Substantive Change Report

**Changing the Name of the College
Move of Campus to New Building**

To:

Committee on Substantive Change
Accrediting Commission for Community and Junior Colleges
Western Association of Schools and Colleges

Submitted by:

Judy E. Walters, President
Vista Community College
2020 Milvia Street
Berkeley, California 94704

Craig Hadden, Ph.D.
Accreditation Liaison Officer

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Purpose

The purpose of this report is to inform the Commission that the Peralta Community College District Board of Trustees in January 2006 approved a change of name for Vista Community College to **Berkeley City College**. This report also will incorporate materials from the April 1, 2005; March 15, 2004; and September 30, 2003 substantive change reports thus providing a composite updated document.

A. A concise description of the proposed change and the reason for it.

- **A brief description of the change.**
- **Evidence of a clear relationship to the institution's stated mission**
- **Discussion of the rationale for change**

I. Vista Community College plans to change the name of the college to coincide with the move to the new building. The Peralta Community College District Board of Trustees at its January 10, 2006 meeting unanimously approved the name, **Berkeley City College** to be effective June 1, 2006.

The college previously submitted to the commission three substantive change reports (September 30, 2003; March 15, 2004; and April 1, 2005). These documents provided information on the college's move to a new permanent building at **2050 Center Street in Berkeley, CA**. With the move and the change of address, it seemed the perfect opportunity to change the name of the college. Ongoing discussion of a name change has taken place since the de-annexation move in the late 1990s.

The change in name will not detract from the college's stated mission, "*to promote student success, to provide our diverse community with educational opportunities, and to transform lives*" (adopted by the Board of Trustees April 12, 2005). The students, especially, stated on their surveys that the new name would be more prestigious than the old and thus provide them with more opportunities going forward.

Students, faculty, staff, and community members all believe that the name Berkeley City College, reflecting as it does the geographic area in which the college is located, the rich educational opportunities located in this city, and the diversity of both people and opinions in the area, reflected our mission and identity better than the former name. It is anticipated that the change in name, much like other community colleges in California which use their location in their name plus the word "city," will provide increased visibility and the "branding" will serve to attract more students to begin a college education.

II. The following document provides information from the **March 15, 2004** and **September 30, 2003**, reports as well as updated information.

Vista is in the final stages of the completion of a new building and the relocation of its entire operation from its three leased properties in Berkeley. The \$67,325,000 cost of the new facility represents a combination of funds from three local public bond measures: A [\$8 million], B [\$7.5

million], E [\$23.3 million], as well as funds from the State [\$26.5 million for construction and \$2.1 million for furniture, fixtures, and equipment]).

Vista currently conducts day and evening classes in three leased facilities in Berkeley and evening classes at several community locations including the University of California, Berkeley (UCB) campus. The new building will enable the college to move from the leased facilities and consolidate its operations in a permanent facility—its first. After the new facility is built, Vista will continue to offer some classes on the UCB campus and elsewhere in the community as part of on-going community outreach and access. The new 160,000 square-foot facility has a capacity to serve 7,500 students.

Mission

Vista's mission is to promote the success of students and the well being of our community. This new facility will allow Vista Community College to better serve its students, to provide more public educational events that will bring the community into the school, and to satisfy its mission in all areas.

The Transition

Vista proudly celebrated the topping off of its new building with a ceremony on Friday, March 18, 2005. An audience of over 100, including trustees, former trustees, administrators, faculty, staff, community members, and students from Vista and UCB. The ceremony was led by Vista President Judy E. Walters, Berkeley Mayor Tom Bates, and District Chancellor Elihu Harris. Everyone present signed the final steel beam before it was lifted into place. The construction crew affixed both a fir tree, symbolizing the "green" nature of the building, and an American flag to the beam.

On April 27, Vista will hold a transition ceremony, which will include a luncheon, a group photo at 2020 Milvia Street and a procession to the new building lead by the Performing Arts Club with a group photo at the new site. Faculty, staff, administrators, students, and community members will participate in this celebration.

The move to Vista's new building was scheduled to occur between the spring 2006 semester and before summer school. However due to the unusual amount of rain and some construction issues, it was decided to hold summer school from June 5, 2006 to July 15, 2006 at Milvia Street and the Allston Way Annex locations. There will be no science lab courses offered during the summer session at Bancroft Way. Thus the move will occur in a phased process. Because of the complexities of moving a science lab that move is schedule to take place after classes end in May and before June 30, 2006. Milvia Street and Allston Way will move the week after summer school ends and the college expects to be operational at 2050 Center Street by July 20, 2006 or

before. This will allow approximately four weeks of time before the beginning of classes on August 23, 2006 to handle unexpected problems.

The planning process for the new building has been intense and inclusive of the college's constituent communities. Actual work with Ratcliff Architects has proceeded for nearly seven years. The current contract began on May 1, 2001. The Final Project Proposal was submitted to the State Chancellors Office in May of 2001. Ground breaking occurred October 23, 2002. Swinerton Management Consultants were hired in September of 2002 to oversee the entire construction project. The project was built in two phases with demolition and preparation of the land done by Herrero Contractors, Inc. beginning in November of 2003 and completing the foundations on August 3, 2004. On July 13, 2004, the Peralta Board of Trustees approved S.J. Amoroso Construction Company as the general contractor for Phase II of the project. In April of 2004, a Partnership Labor Agreement (PLA) was also agreed to by the Peralta Board of Trustees with the local labor unions to hire small local businesses. The district brought Johnson Controls on board in April of 2005, to provide a fully computerized security and environmental system and TeeCom was hired in August of 2003 to design data and voice pathways; they are now being hired to finalize the installation of all network and telephony equipment. Transitions was hired May 24th, 2005, to organize and provide all the services for furniture and equipment selection and move coordination. In January 2006 Charles Salter was hired to design state-of-the art audio-visual equipment for all classrooms, labs, and the auditorium. In March 2006, district IT decided to award the telephony contract to CISCO systems for the most current Voice over Internet Protocol system, which will integrate seamlessly with the computer infrastructure in the building. (See Exhibit B, Timeline for Completion of the New Vista Facility, supplied with the March 15, 2005 report and Exhibit F, Updated Timeline, supplied with this report).

The rationale for the move was Vista's long-identified need for an adequate and permanent site. The current facilities at 2020 Milvia Street, the Allston Way Annex, which is in the basement of a clothing store, and the science lab at Bancroft Way have all been adapted for classroom use; none of them were originally designed to function as educational facilities. The basic rationale for the changes is that we can deliver better educational services in a state-of-the-art facility designed for the purposes to which it will be put. Further, the new building will provide stability for students who are pursuing educational goals; they will no longer have to travel around three major sites for their classes.

One of the principal findings that caused the college to be put on warning status by ACCJC in 1997—resolution of the site plans for Vista Community College—and a major impetus behind the college's abortive de-annexation attempt in 1995, which resulted in a settlement with the State Chancellor's Office in 1998, will finally be satisfied: *to acquire a permanent site and build a permanent Vista facility*. The Eligibility Requirements and the 1997 Accreditation Standards are unchanged by this move. (It should be noted that, on the advice of commission staff, Vista has responded in this report to the 1997 standards, based on the fact that Vista completed its

comprehensive visit in March 2003 [with commission action in June 2003] based on these standards, and that Vista's March 15, 2006 Focused Mid-Term Report was based on the accreditation standards in place in 2003.) Vista has begun to address the current accreditation standards as we move forward to our next self-study.

Funding for the operation of the new Vista facility will come through the regular State allocation process with Vista's change in status from funds for lessee occupant to program based funds of gross square footage for maintenance and operation as a permanent facility occupant. The Peralta Board of Trustees approved a bond measure to be put on the June 2006 ballot, which (if approved) will enhance the \$2.1 million in fixtures, furniture, and equipment (FF&E) provided by the State.

B. If the substantive change involves a new educational program, a description of the program to be offered including, evidence that:

- **The educational purposes of the change are clear and appropriate.**
- **All relevant Commission policies are addressed**
- **The proposed program meets accreditation standards related to Student Learning Programs and Services and Resources.**

As reported in the **March 15, 2004 and the September 30, 2003**, "The educational programs to be offered in the new building will be those outlined in the institution's *Educational and Facilities Plans 2001-2016* (see Exhibit C, supplied with the March 15, 2006, Substantive Change Report)."

As of this report, the current programs listed in the 2005-2007 catalog will be the programs offered in the new building. It is anticipated that once in the building, additional programs and community partnerships will be developed and such programs will be reported to WASC (ACCJC).

C. A description of the planning process which led to the request for the change, including:

- **How the change relates to the institution's stated mission.**
- **The assessment of needs and resources which has taken place.**
- **The anticipated effect of the proposed change on the rest of the institution.**
- **A clear statement of the intended improvements that will result from the change.**
- **A description of the preparation process for the change.**

Name Change

In the fall of 2005, the president of Vista Community College, based on long-standing conversations about changing the name of Vista Community College, conducted a “straw poll” regarding current interest in a name change.

Based on the results of that “straw poll,” the faculty senate and classified senate presidents sent an official survey ballot to all faculty, staff, and administrators to seek advisory input on the proposal for a name change. Seventy percent favored a name change. Following that a student survey and a community survey were conducted (Exhibit A to this report) with results of 70-75% in favor. Based on the input from the three surveys, the president of Vista Community College, with concurrence from the Leadership Council, made a recommendation to the Peralta Community College District Board of Trustees requesting a name change to “Berkeley City College.” On January 10, 2006, the board unanimously approved the change (Exhibit B, supplied with this report).

The name change should strengthen the institution’s mission by providing a clearer identity and focus on education and locating the college as a visible part of its community.

Students, faculty, staff, and community members all believe that the name Berkeley City College, reflecting as it does the geographic area in which the college is located, the rich educational opportunities located in this city, and the diversity of both people and opinions in the area, reflected our mission and identity better than the former name. It is anticipated that the change in name, much like other community colleges in California which use their location in their name plus the word “city,” will provide increased visibility and the “branding” will serve to attract more students to begin a college education.

Since the college is moving and there is already a need to print new stationary, business cards etc, it was determined that changing the name at this time was prudent; the cost will not be greater than the cost of changing the address. The only additional cost will be for the Cal Trans signs on the highway.

The President has appeared at the Albany City Council, Emeryville City Council, and the Emery Unified School Board. In all instances people are very happy and excited about finally “getting their college.” There has been a unanimous support for the name change and for the move. The president is scheduled to appear at the Berkeley City Council, the Berkeley Unified School Board, and the Albany School Board in the next two months.

With the board of trustees’ approval of the name change in January 2006, Vista was in a position to go forward to plan the change of name and identity. The president and the public information officer invited students, faculty, administrators, and staff to submit proposed logos for the new

name and building. When the submissions had been gathered, a committee composed of representatives of the art and multimedia faculty, students, administrators, the public information officer, and staff held two focus groups to determine the best qualities of the proposals. Subsequently, the public information officer invited nine firms to take the values and suggestions generated by this process and submit designs. Four companies submitted finished ideas based on the information from the focus groups and on the college's stated mission, vision, values, and strategic intentions. The vendor's suggestions were reviewed by the focus group, who suggested some additional modifications. A final decision was made by the President.

The new name for the college will be official on June 1st. Staff is working with Cal Trans to change the highway signs and to put Berkeley City College flags on poles in downtown Berkeley. The second-floor windows in the main Berkeley Public Library will be devoted to Berkeley City College in the fall of 2006, and display windows on Addison Street in the heart of the Berkeley Arts District will display a show of art by Berkeley City's multimedia students.

The newly named college plans a year of dedication activities to increase the visibility of the college.

Move to New Building

The following provides information from the March 15, 2004 and September 30, 2003, reports as well as updated information.

As stated earlier, Vista Community College's mission adopted by the Board April 12, 2005 "*is to promote student success, to provide our diverse community with educational opportunities, and to transform lives.*"

On October 15, 2004, the Vista College community came together in an all college retreat entitled "Imagine Vista at its Best." The work from this retreat was the foundation for the college mission statement adopted by the board as noted above, the vision statement and a set of five core value statements with strategic intentions. Those values are: *A focus on Academic Excellence and Student Learning, A commitment to Multiculturalism and Diversity, A commitment to Preparing Student for Citizenship in a Diverse and Complex Changing Global Society, A commitment to quality and a Collegial Workplace, and The importance of Innovation and Flexibility.* These values are integral to the strategic initiatives that have been undertaken by the college in both the name change and the move to the new building.

Consistent with the *Master Plan for Higher Education* and Education Code Section 66010.1-66010.8, Vista offers programs in academic and vocational education at the lower division level for both recent high school graduates and those returning to school. We advance California's economic growth and global competitiveness through education, training, and services that

contribute to continuous workforce improvement. Our essential and important functions of the college include: basic skills instruction, providing English as a second language, and providing support services that help students to succeed. We offer a few fee-based Community Service education classes.

Vista's new facility will strengthen its mission in all areas, *A focus on Academic Excellence and Student Learning, A commitment to Multiculturalism and Diversity, and A commitment to Preparing Students for Citizenship in a Diverse and Complex Changing Global Society.* The college will be better able to promote the expanded student teaching and learning with an arts and conference center for lectures and performances; the Library/Learning Resources Center that will invite research, tutorial sessions, individual, and small-group study; multimedia and computer laboratories designed to industry standards; a drawing and painting studio; and three science laboratories with the latest equipment for the basic sciences and the biotechnology program. In addition there will be a light-filled atrium and a student lounge where students can socialize and study together; basic skills and language labs for specialized learning tasks; art display facilities; and two floors of student services, among other amenities. All of these spaces will be inviting, commodious, and designed for learning.

The well-being of the community is also an integral part of Vista's mission, and one of the core values identified above: *A commitment to quality and a collegial workplace.* The new arts and conference center will be an outstanding addition to Berkeley's cultural scene. Vista's administration and the YMCA management are exploring the possibility of a joint lecture/performance series along the lines of New York City's 92nd Street Y Series. A series of lectures on political science is already scheduled for fall 2006. Vista's Multimedia Department is planning its third major student showcase and a festival of digital video art from around the world. The American Sign Language department has hosted an international Deaf film festival in partnership with the Pacific Film Archive; they are looking forward to the possibility of having further such festivals, as well as Deaf theater performances, in Vista's own auditorium space. The Berkeley Jazz School has invited Vista to participate in the downtown Berkeley Jazz Festival scheduled for August 25th and 26th.

International studies programs, specialized arts and humanities presentations, guest lecturers, and many other uses also will serve to strengthen the relationships which now exist between the college and the community and will involve the students and the public in creative partnerships that can only benefit both sectors. In addition, the increased capacity at Vista will enable the college to offer more contract and specialized education to area businesses and organizations to foster economic development, another value prominent in the college's mission statement.

In partnership with Rubicon Programs, Berkeley's One-Stop Job Training, Vista will offer a Level One Biotechnology Certificate which a student will be able to complete in under 17.5 weeks. Beginning May 1, 2006, 25 persons identified by Rubicon as eligible for the program, will begin a "Scientific Instrumentation" course at the Bancroft Science Annex. Offering this

class is intended to interest the students in biotechnology as a career and to demonstrate the contextual need for foundation-level English and math courses which will be offered in the fall of 2006 at the new building. During summer session, additional courses such as work preparedness, study skills, etc. will be offered so that the momentum of interest is maintained, yet allow sufficient time for mastery of the material presented in the certificate program.

The new facility will provide sufficient space in which to address the social needs of the students in a way that will promote their ability to become confident and engaged citizens of their society. The addition of space for a pleasant student lounge and bookstore area, the arts and lecture center, the cultural plaza, the associated student government room, and the atrium will all provide spaces in which to develop student clubs and activities, as well as purely social gatherings. The institution of a college hour in the fall 2006 schedule from noon to one p.m. Monday through Thursday will provide time for many activities and presentations.

For the past three decades, Vista's students, faculty, staff, administration, as well as citizens of the surrounding area, have all expressed a need for a permanent facility for the college, one with sufficient space for programs and services that Vista now offers in many leased and borrowed locations. Many locations were proposed, but it was not until 1999 that the district acquired two lots in downtown Berkeley for the facility.

Throughout 1999, the college was involved in the process of crafting *The Educational and Resources Plans for the Years 1999-2015* (Ed Plan 1). This document looked toward the new building and was the first outline of the space required for the programs and services at Vista. In November 2000, a team of space consultants, Mangham and Associates, held meetings at the college to refine and update the requirements stated in Ed Plan 1. These meetings were open, and included representatives of each department and program, organized into clusters such as Arts, Languages, Sciences, etc. Department representatives and other participants were encouraged to dream, to come up with innovative pedagogical solutions, but at the same time, to look upon space as shared and multipurpose. These meetings continued through spring of 2001.

Meanwhile, funding streams such as bond measures and state money were being assembled for the approximately \$67 million needed to complete the plan. *The Educational Master Plan for 1999-2000* was updated in 2001 and is now *The Educational Master Plan for the Years 2001-2016* (see Exhibit C submitted with the March 15, 2005, Substantive Change Report).

It is likely that every sector of Vista will experience this change as a positive one. Students will have an exponentially better learning environment, more up-to-date equipment, enriching cultural facilities, inviting library resources, and room to socialize and study. Faculty will have pleasant offices and space for meetings and informal exchanges with students. Administrators and staff will have healthful, aesthetically pleasing, and efficient offices in which to work.

The two most positive changes that will take place when Vista occupies its new facility will be the availability of space and health, safety, and accessibility improvements. Not only will there be expanded areas for necessary functions such as classrooms and labs, there will be amenities such as student and faculty lounges, an atrium gathering space, an auditorium, staff lunch rooms, a transfer and career center, an adaptive lab, a faculty resource center, and a library built to accommodate 7500 students. These will help create a sense of a campus community that the students have not experienced in the past. In addition, because the building will be owned by the Peralta Community College District, instead of leased as it is now, the college will have control over the janitorial and security services, which will improve the physical environment greatly. The architects are dedicated to providing Vista with a facility that is toxin free and “green” (environmentally sound) in many aspects (see Exhibit I submitted with the March 15, 2005, Substantive Change Report). The building has been designed so that it can apply for a Leadership in Energy and Environmental Design (L.E.E.D.) silver rating, and is being used as an example of progress in an ecologically friendly construction by the Alameda County Waste Management Board. The final designation by LEED will not be completed until the building has been occupied for approximately six months. The mechanical systems, the safety, and the accessibility of the new building will be state of the art and in excess of code requirements.

In 1999, when the Peralta District voters passed the bond measures enabling the Peralta district to buy a site in downtown Berkeley, planning for the facility as it is presently configured began. As stated above, space consultants had helped the college conduct a needs assessment, and had put together a spreadsheet of the square footage required in each area based upon State Chancellor Office requirements for projected growth.

At a professional day meeting in August 2000, the entire college gathered to brainstorm about the new building. Ratcliff Architects gave a presentation of some of their preliminary design thinking. Faculty and staff were asked to state visions and values that they wanted Vista’s new home to embody.

At the time, the college president also held open community forums to garner input from the public at large. The architects attended these gatherings and showed their early plans. These meetings were spirited and largely positive, with many good ideas flowing in.

Working from the input garnered at all these early sessions, and from the specifications in the “Educational Master Plan 1999-2015,” consultants Clarence Mangham and Merle Cannon created a space array which was submitted to the state for approval. (See Exhibit D, *A Conceptual Framework: Permanent Facilities for Vista Community College 1999-2015* submitted with the March 15, 2004, Substantive Change Report.) The size of the building was circumscribed by Berkeley height limits, our total budget, and state guidelines for the FTES levels that could reasonably be projected in the first ten to fifteen years of the new facility’s life; thus not all requests could be accommodated, and the space array was modified.

In fall 2001, with a new administrative team in place, the architects began meeting directly with the college's instructional and administrative departments, as well as with interested members of the community. Multimedia/Art, Foreign Languages, Sciences, CIS, American Sign Language, the Library/Learning Resources Center, and Student Services, met to discuss the first iteration of the floor plans. At that time, the president also convened a Measure E Committee to show community members the progress that had been made on the plans.

Since fall 2004, ideas have been provided to Vista's president regarding additional changes to the building, including reconfiguring some open faculty office space into four faculty suite areas, a more prominent and complete "homeroom" for Equal Opportunity Programs and Services (EOPS), more efficient registration and financial aid operations, a dedicated video editing lab and shooting studio, and modification of the security camera system, among others. Because of the time that has elapsed between the building's original design and its completion, various programmatic changes have occurred. The president has been vigilant in having the chancellor and board approve changes that would enable the college to serve its students more responsively.

D. Evidence that the institution has provided adequate human, administrative, financial, and physical resources and processes to initiate, maintain, and monitor the change and to assure that the activities undertaken are accomplished with acceptable quality including:

- **Evidence of sufficient and qualified faculty, management, and support staffing.**
- **Evidence of appropriate equipment and facilities, including adequate control over any off-campus site.**
- **Evidence of fiscal resources including the initial and long term amount and sources of funding for the proposed change.**
- **A plan for monitoring achievement of the desired outcomes of the proposed change.**

Name Change

The college president, working in conjunction with the public information officer and the district marketing director, has already planned a campaign to raise awareness of the college's new name, to make sure that highway and street signs are changed in a timely manner, and to notify the students and the community of the change. Several articles in both local and national newspapers have reported the board's unanimous approval of the new name. A committee of faculty, students, staff, community supporters, and administrators went through a process to choose a new package of a logo with a business-card and stationary design. The basic designs were chosen from student submissions.

Except for the highway signage, no money will be spent on these materials that was not otherwise necessitated by the change of address. Vista has a commitment of funds for these news materials from the district financial department.

Move to the New Building

In mid July 2006, the entire college and all of its faculty, staff, and administration will be moved to the new building. The new building will require district support in the form of custodial staff (now provided by the landlord in the leased facilities), and regular security staff (now contracted out to a private security agency). Further the district will need to hire a stationary engineer before the college can officially move. The college also anticipates the need for an assistant bursar and a duplicating technician. (These positions are already in the educational plans.) A contract for startup engineering and maintenance for one year will go to the board of trustees on Tuesday, April 25, 2006.

Details of existing and projected enrollment are included in the *Draft Environmental Impact Report: Vista Community College Permanent Facility Project*, Page 28, Table 3 included as Exhibit E to the March 15, 2004, Substantive Change Report).

The state has provided \$2.1 million for basic furniture, fixtures, and equipment for the new facility. Additional equipment, such as theater-quality projection in the auditorium, LCD projectors and audio-visual control stations in all classrooms, production facilities in Multimedia Arts, etc., will be built into the structure, and will be provided through local Measure E bond money.

Funding for the operation of the new Vista facility will come from program based funding monies provided by the State with Vista's change in status from lessee occupant to permanent facility occupant (maintenance and operation funds based upon gross square footage), and growth funds as a result of the anticipated increase in enrollment. The final budget for the new building will be determined by district finance staff in collaboration with Vista's president and the college budget committee.

Prior to 2005, Dovetail DCI, under contract to the district through the state chancellor's foundation, helped the Vista faculty, staff, and administrators organize a process of formulating college priorities regarding furniture, fixtures, and equipment. In 2005, the Peralta district hired Transitions, a firm that has completed the inventory of existing furniture and equipment, the selection of the furniture vendor, and is now engaged in the selection and purchase of new furniture and equipment. They also will coordinate the move itself, as well as the installation of some Phase II (fixed) equipment. Charles Salter, the audio visual consultant, will oversee the design and installation of audio-visual control stations, the auditorium sound and projection system, special equipment for the American Sign Language (ASL) classrooms, and the

equipment for the new multimedia digital arts studio. CISCO Systems, together with TeeCom, will oversee the installation of the computing and telephony infrastructure. Johnson Controls has installed the security systems, which the building engineer will program. Swinerton Management is directing all of these consultants, and they have all made themselves available to personnel from the college at every step of the process.

Vista's future operating budget, which would include building maintenance and other needs, has been codified in a draft model created by the District's Budget Allocation Committee (DBAC) (see Exhibit A, submitted with this report). This, or some version of this model, will most likely be adopted by the district as its new equitable funding model—one which clearly takes into consideration the opening of Vista's new building. The work of this committee has been chronicled in Vista's last two progress reports (March 15, 2004 and October 15, 2004). The M&O and lease payment line items are clearly indicated. Final dollar amounts are dependent on the State's final calculations.

President Walters has been successful in working with Tom Smith, the Chief Financial Officer at the district, in defining those parts of the plan yet to be determined relative to the State's allocation of funds to Peralta. To that end, president Walters and CFO Smith have been in dialogue with Vice Chancellor Fred Harris of the State Chancellor's Office. When the allocation is known, a final budget can be drawn up.

Finally, PCCD has put another measure on the June 2006 ballot, Proposition 39, of up to \$390 million dollars. Provisions in this bond include the remodeling and renovation of three of the Peralta colleges, furniture and equipment for all four Peralta Colleges, a plan for periodic replacement of software, computers and other hardware, and additional money for projected parking needs at Vista.

Through the entire space-programming-and-construction-documents phase over the past seven years of planning, technologically advanced classrooms and labs have been considered in the bid plans and construction processes. A Peralta District commitment to digital overhead classroom projection, complete technology-structured cabling pathways throughout the six floors, and new security/card access controls for the administration, faculty, and staff has been provided. Large computer laboratories are at every level of the new facility, and the design teams have facilitated the movement of data throughout all areas of the new building. Audio visual control stations will be built in to every classroom and laboratory, so that the Internet, CD, DVD, or VHS players will be permanently in place for instructors' use.

Since becoming Vista's president in July 2005, Judy Walters has worked with staff of the college and an outside consultant to put together a fundraising campaign known as "Foundations of Our Future: Keeping the Promise of Excellence." The scope of this carefully planned effort has been

expanded from a narrowly focused \$2 million campaign for FF&E, to a five-year, \$10 million campaign meant to lend support to programs and scholarships as well.

So far, several fund raising activities have occurred. On December 2, 2004, Vista's 30th Birthday Celebration, held at Ashkenaz in Berkeley was attended by 210 people. The largest fund raising event held so far was "A Conversation with Danny Glover" at the Berkeley Repertory Theatre on March 19, 2005. Vista sold 550 tickets to this event. The fund raising initiatives, including dollar amounts, are spelled out in the case study and presentation packets (Exhibits D and E, submitted with this report).

E. Evidence that the institution has received all necessary internal or external approvals, including:

- **A clear statement of what faculty, administrative, governing board, or regulatory agency approvals are needed.**
- **Evidence that any legal requirements have been met.**
- **Evidence that any legal requirements have been met.**
- **Evidence of governing board action to approve the change and any budget supporting the change.**

Name Change

As has been previously stated, faculty, staff, administrators, students, and the community were surveyed regarding a name change. All constituencies were favorable to a name change. In combining the survey results from each group, the preferred name was "Berkeley City College." The board of trustees approved the name change in January 2006.

President Walters has made presentations to various local city councils and school boards, all of whom have greeted the name change with great enthusiasm.

With the approval of the ACCJC, there will be notification of all appropriate local, state, and federal entities. (See Exhibit C, submitted with this report.)

Move to the New Building

Peralta Community College Board of Trustees

The Peralta Community College Board of Trustees (the board) and Alameda County have voted on and approved this project in several stages. In 1996-1997, Bond Measures A and B gave Vista the first \$15 million for the project, and the board approved the purchase of the land on Center Street and other preliminary work. In November of 2000, the Alameda County voters approved Measure E, a \$153 million bond for facilities, including Vista. The board hired the

architects and gave full project approval at that time. Proposition 47 will supply another \$28 million for Vista's project, including \$2.1 million for furniture, fixtures and equipment. The total funding for the project is now \$67 million, and the project managers have determined that the Vista facility is within that allotment.

City of Berkeley

Since the Peralta Community College District is a state agency, the project is exempt from most City of Berkeley approval requirements. However, Peralta is voluntarily following the city's zoning ordinances, including the height limit of 87 feet for this type of building, and Vista's president has worked closely with Berkeley's mayor.

California Environmental Quality Act (CEQA)

In 2001, the firm of Mundie and Associates prepared an Environmental Impact Report for the project. Three public comment sessions were held in July and November of that year, and comments were incorporated into the report. The EIR was filed with the State Clearinghouse in February of 2002. No significant impacts were found. See the *Final Environmental Impact Report, Vista Community College Permanent Facility Project*. (See Exhibit G, submitted with the March 15, 2006, Substantive Change Report.)

State Chancellor's Office

In 2000, before the Peralta district could proceed to design a new facility, it was necessary to submit a proposal to the State Chancellor's Office. This proposal separated space in the new building by category, i.e., classrooms, laboratories, library, office, etc. The "space array" was approved by the State Chancellor's Office in 2001, after which the architects began designing the floor plan.

Division of State Architects

The Division of State Architects (DSA) is the main agency regulating community college buildings in California. The architects and the project managers have been in constant communication with the DSA throughout the planning and construction stages of this facility.

This will be the first community college to be built on an urban lot with no surrounding open space. DSA code asks for space around a school building equal to the height of the building, which would have rendered the Vista site useless. Permission for a variance in DSA code took considerable negotiation on the part of the architects. The DSA demanded a great deal of earthquake safety information and major reinforcement of the bearing walls, but they did ultimately grant the concession.

In July of 2003, the architects turned in 50% completion documents to the DSA. Full construction documents were submitted in October. Because of the close scrutiny of building plans by the DSA all through the process, Peralta had no significant problems in gaining final approval from the state (see Exhibit H, Final Approval Memorandum, State Chancellor's Office). Final approval was given in February 2004. Phase I construction began in March of 2004, and the main construction contract was let in July of 2004.

Department of Education

Due to financial aid requirements, the Department of Education has been notified of our new address and of the change of name. (See Exhibit C submitted with this report.)

Summary

At this point, with construction about 80% complete, the project is scheduled for occupancy in mid July. All ADA and fire marshal requirements have been met or exceeded, and the final inspections are scheduled to happen before the building is handed over to the school. The architects gained a Green Building Council Leadership in Energy and Environmental Design (L.E.E.D.) rating for sustainable, environmentally friendly construction and project (see Exhibit I submitted with the March 15, 2005, Substantive Change Report).

F. Evidence that each Eligibility Requirement still be fulfilled after the change. Any requirements that are particularly impacted by the change should be addressed in detail.

Name Change

The name change should have no impact on the school's eligibility requirements.

Move to the New Building

Vista Community College will continue to meet the commission's eligibility requirements for accreditation. That adherence continues to be assured by the college's governing board. Vista was last visited by the accrediting commission in March 2005, and had its accreditation reaffirmed by the commission July 1, 2003.

The college will continue, unchanged, by the physical move several blocks from its current location, to have the authority to operate as an educational institution, with its current educational mission that has been adopted and published by its governing board. The administrative capacity is unchanged since the visit of the last accreditation team, except for the

vacancy of one division dean position, which is scheduled to be advertised immediately. It is anticipated that the college will not change in administrative structure or capacity once the new building is opened. There will be new classified positions required to maintain the building and its programs, and those will be included in the costs to be covered by the final budget allocated to Vista by the district.

Faculty and staff will continue to support the college's mission and purpose for a student body currently pursuing educational objectives, including degree and certificate programs defined and published in the institution's catalog and class schedules. These programs and the credit awarded for them continue to meet ACCJC standards, as well as the requirements of Title 5 for quality and rigor; the general education component is consistent with statewide standards for breadth and intellectual rigor, as well as demonstrated competencies in writing, computational skills and major areas of knowledge.

Qualified faculty will continue to serve the college's educational programs; Vista Community College provides appropriate student services and admission policies. Without a doubt, within the context of a new facility, student services will be enhanced by providing students and student services personnel appropriate space that has been specifically designed, with their input, for the functions of the area. Likewise, teaching and learning should be further enhanced with technologically advanced classrooms that are right-sized, new, state of the art science and technology laboratories, and a healthy, safe, and spacious environment for students.

One of the largest positive impacts on eligibility requirements is in information and learning resources. New computer laboratories and a shared Library/Learning Resources Center complex on the first floor will finally provide space that is sufficient to support the mission of all Vista's educational programs. A plan to enhance the holdings of the library with an eye toward the move into the new building—an important planning element—is being guided by the administration and the new Library Advisory Committee, whose formation was recommended by the last visiting team. With input from these faculty members, the librarians are increasing their reserve of textbooks for popular classes. The college plans to increase tutoring coverage, as well.

Vista's funding base will change once it moves into its new building. Funding will come primarily from the States general education funding allocation model with the addition that instead of money being given to the institution for 'leased space' the college will now qualify to receive money for "maintenance and operation through the addition of 160,000 gross square footage" built into the calculation. District finance staff, in collaboration with Vista's president, and the College budget committee will determine the final funding base. An external auditor regularly audits the Peralta Community College District; planning takes place at both the college and district level and is evaluated and modified, as changes require. The college views planning as an on-going activity—both short-term and long-term, with an assessment element built in to measure the effectiveness of the planning relative to the accomplishment of the institution's

mission and goals. Vista has been very involved in the district integrated strategic planning initiative with many faculty, staff, and administrators participating on the district steering committee and assigned to one of the seven initiatives. Strategic planning is an ongoing activity with some elements being implemented while others are being designed.

The college catalog will continue to be published during odd calendar years, with supplements published during even years. It includes information concerning admission, student rights and responsibilities, requirements for programs, courses, and degrees, as well as costs, grievance procedures, and other important policies and procedures, rules and regulations.

G. Evidence that each accreditation standard will still be fulfilled after the change and that all relevant Commission policies are addressed. Any standards that are particularly impacted by the change should be addressed in detail. Description of the process for monitoring and evaluating the effectiveness and learning outcomes expected through the proposed change.

Standard One: Institutional Mission

Vista will adhere to the mission that was approved by the Peralta Community College Board of Trustees on April 12, 2005. This mission identifies Vista's broad educational purposes as a comprehensive community college. The mission is unchanged by this relocation or change in name.

Standard Two: Institutional Integrity

Vista's publications and important policies about academic freedom and integrity will be unchanged by the move. Having a totally ADA-compliant campus will further enhance diversity and access.

Standard Three: Institutional Effectiveness

Generally, the campus will reflect more effectiveness with enhanced facilities based on the requirements of the new standards. Evidence of institutional effectiveness will be provided by the assessment tools currently being put in place as a part of the institution's strategic planning process, including assessment of institutional effectiveness and measurement of student learning outcomes. After a process that included all faculty and many staff members, Vista's institutional outcomes have been finalized; committees of faculty and staff are now writing rubrics for the measurement of these outcomes.

As noted above, Vista has responded in this report to the 1997 standards. Vista has begun to address the current accreditation standards as we move forward to our next self-study.

Standard Four: Educational Programs

The new building will enhance delivery of educational programs, where technologically advanced classrooms and new, state-of-the-art technology and science laboratories will be available. Citing current curriculum and program review studies, *all* programs will benefit based on identified needs: Multimedia, CIS, Travel and Business (new computer laboratories); Biotechnology and other sciences, including Social Sciences (two new wet labs, and the first dry lab for Physics and Physical Anthropology), International Trade (right-sized and media enhanced classrooms with internet access); American Sign Language (classrooms and language laboratories designed for the specific discipline); Languages and Humanities (performance space and language laboratory designed with program specifications in mind); PACE (sufficient space identified to support PACE cohorts). These programs, and those to be developed follow the tenets of the *Vista Community College Educational and Resources Plans, 2001-2016* (see Exhibit C provided in the March 15, 2004, Substantive Change Report). Measurement of the effectiveness of these educational programs and the concomitant student support services will be demonstrated through student learning outcome measures and other measures of institutional effectiveness.

Standard Five: Student Support and Development

With the spaces designed by student services users, student support will be enhanced. Specific areas where program reviews indicated a need for improvement relative to facilities that will be mitigated by the new building include: financial aid, the career/transfer function, Disabled Student Programs and Services, and Extended Opportunity Programs and Services.

Standard Six: Information and Learning Resources

Information and learning resources is one arena in which the last visiting team made a strong recommendation for improvement. With the inclusion of Internet access and audio-visual control stations in all classrooms and labs, issues around adequacy will be mitigated. General and dedicated computer labs will also enrich the students' access to information in all disciplines. There will be a total of 10 computer laboratories with an estimated 400 computers for student use.

Library square footage will triple. The library was designed by professional librarians, library staff, and administrators as a dedicated space conducive to research and study and to meet the needs of 7,500 students. The new library advisory committee will continue its work and will define direction and appropriate purchases to further enhance the quality of Vista's library services.

Standard Seven: Faculty and Staff

Vista will continue to increase the size of its faculty. Staffing will be increased to help the building function as resources become available. Workspaces for faculty and staff have been carefully planned and reviewed by architects with the constituent groups, and the working environment for all will be safer, more pleasant, spacious, and healthful.

Standard Eight: Physical Resources

With the building of Vista Community College's permanent facility, one of the most important agreements in the de-annexation settlement will be met (see Exhibit F, *Deannexation Settlement Agreement*, executed November 10, 1998, and submitted with both prior Substantive Change reports). It also represents the final disposition of an item that caused the commission to put Vista on warning in 1997—resolution of the site plans for Vista Community College.

Standard Nine: Financial Resources

Financial resources for the Peralta Community College District will increase as a result of the program-based funding formula the State Chancellor's Office uses for colleges in permanent facilities and the application of the new facilities rate. It is also expected that growth funds will become available as a result of the anticipated increase in enrollment from increased visibility of the college as more students are attracted to taking classes in the new facility.

In 2003-04 the Peralta Community College District assembled a working group of district and college faculty, staff, and administrators to review the district's current budget allocation model to present one that is rational and transparent. This work, which is under review by the District Academic Senate, is anticipated to set the stage for a clear allocation for Vista in its new building, as well as for its sister campuses.

Standard Ten: Governance and Administration

Governance and administration will be unchanged with the move to the new building. Vista remains one of the four Peralta colleges governed by a seven-person board. Centralized services previously inaccessible to the college, specifically facilities and maintenance services, due to the leased nature of its buildings, will now be available to campus personnel. Other centralized services currently provided by the district will continue to be provided to Vista. These include such things as payroll, MIS reporting, and human resources.

H. Other information requested by Commission staff that is pertinent to the specific nature of the change.

According to Jeff Gee of Swinerton Management, the construction project is approximately 80% complete as of this writing. The new facility will be ready for occupancy in mid July 2006, and the physical move of all current faculty, staff, and students is now being planned. All new fixtures, furnishings, and equipment for the entire college will be ordered and shipped by June 2006. The current construction milestones are being met by Amoroso, the general contractor, and the Peralta Board of Trustees is being kept informed of benchmarks on delivery of the project. Current efforts on the part of the campus community to plan for the transition are several. Student Services and Instruction units are building month-by-month grids to plan the move. The president has instituted regular "Vista Pride" days to clean and dispose of unnecessary paper and furniture, and there is a "Transition Ceremony" planned for the entire college community on April 27, 2006. Other efforts will be planned to complement the formal move in 2006.

EXHIBITS FROM PREVIOUS REPORTS

September 30, 2003

- Exhibit A: Map of Current and Future Vista Buildings
- Exhibit B: *Vista Community College Educational Master Plan, 2001-2016*
- Exhibit C: *De-annexation Settlement Agreement*

March 15, 2005

- Exhibit A: Map of Current and Future Vista Buildings
- Exhibit B: Timeline for the Completion of the New Vista Facility
- Exhibit C: *The Educational and Resources Plans for the Years 2001-2016*
- Exhibit D: A Conceptual Framework: Permanent Facilities for Vista Community College 1999-2015, July 1999
- Exhibit E: *Draft Environmental Impact Report, Vista Community College Permanent Facility Project, February 2002*
- Exhibit F: *De-annexation Settlement Agreement, executed November 10, 1998*
- Exhibit G: *Final Environmental Impact Report, Vista Community College Permanent Facility Project, April 2002.*
- Exhibit H: Final Approval Memorandum, State Chancellor's Office
- Exhibit I: Leadership in Energy and Environmental Design (L.E.E.D.) Rating Memorandum

EXHIBITS SUBMITTED WITH THIS REPORT

March 31, 2006

- Exhibit A: Materials submitted to Peralta Board of Trustees regarding the change of name from Vista Community College to Berkeley City College
- Exhibit B: Name Change Approved by Board of Trustees, January 10, 2006
- Exhibit C: Letter to U.S. Department of Education reporting the change of Vista Community College's name to Berkeley City College
- Exhibit D: Case Study
- Exhibit E: Presentation Packet
- Exhibit F: Updated Timeline for the New Facility