HAGERSTOWN COMMUNITY COLLEGE

2025 - 2035 FACILITIES MASTER PLAN

DRAFT

HAGERSTOWN COMMUNITY COLLEGE

January 2025 DRAFT

NOELKER AND HULL ASSOCIATES, INC.
ARCHITECTS

HAGERSTOWN COMMUNITY COLLEGE

FACILITIES MASTER PLAN

2025 - 2035

DRAFT – January 17, 2024

Hagerstown Community College
11400 Robinwood Drive
Hagerstown, Maryland 21742

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HAGERSTOWN COMMUNITY COLLEGE

2025 - 2035 FACILITIES MASTER PLAN

Draft Executive Summary

December 2024

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FACILITIES MASTER PLAN

2025 - 2035

Draft Executive Summary - December 2024

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01 Facilities Master Plan Executive Summary

Hagerstown Community College's (HCC) 2025-2035 Facilities Master Plan represents more than just a blueprint for the campus' physical development—it is a declaration of vision, progress, and adaptability for a thriving academic and community hub. This plan emerges at a pivotal time in HCC's history, reflecting the College's unwavering commitment to student success, workforce development, and community enrichment. It positions HCC to meet the challenges of a rapidly evolving educational landscape while laying the groundwork for opportunities that will define the next decade.

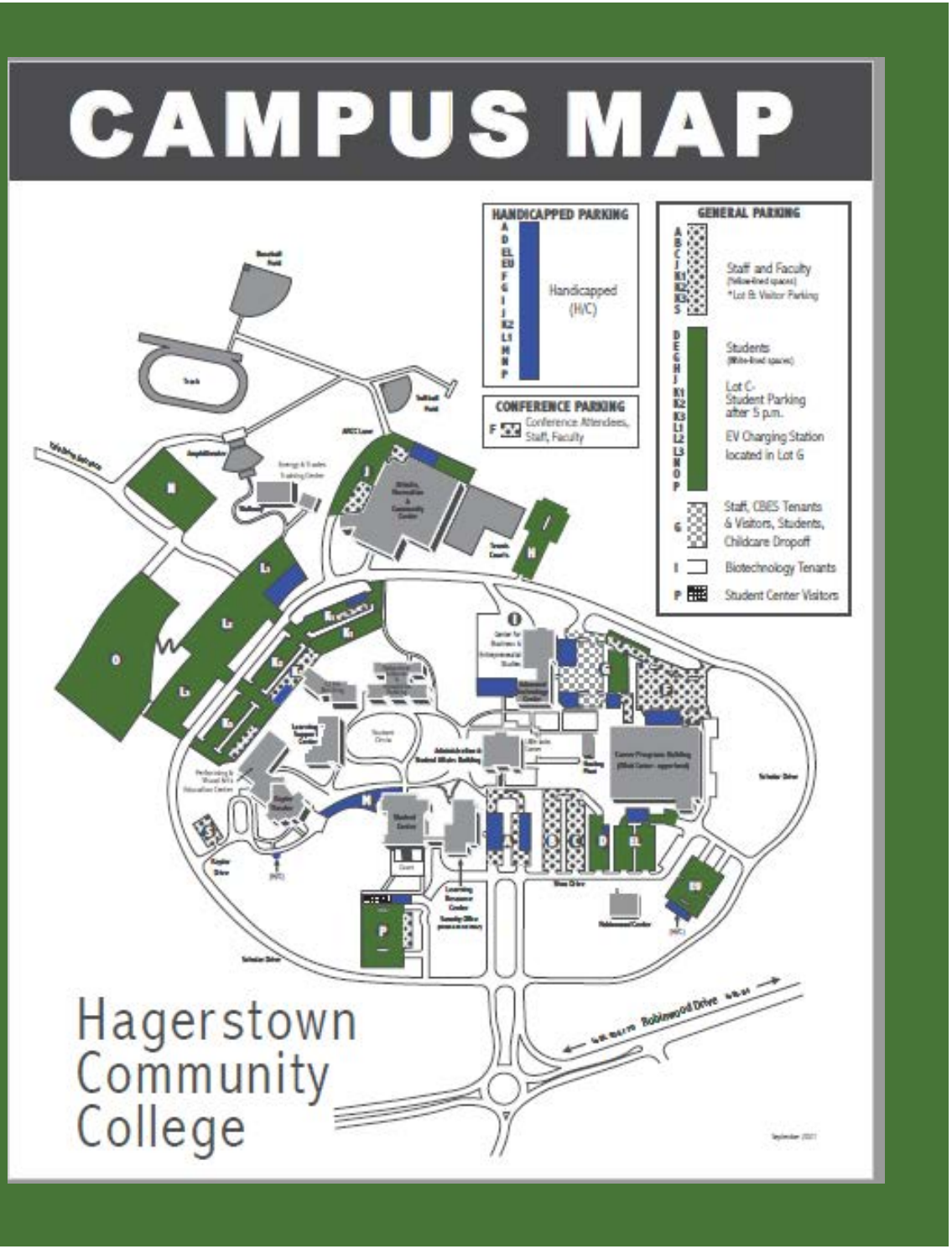
Purpose

HCC's Facilities Master Plan serves as a strategic framework for guiding the campus' physical development over the next ten years. The plan outlines projected enrollment growth and identifies the corresponding space requirements to support the College's evolving academic and operational needs. It prioritizes key capital projects and proposes potential future initiatives to address these demands. Rather than detailing individual project designs, the plan offers a cohesive campus development strategy, highlighting ideal locations for new projects and ensuring thoughtful integration within the existing campus footprint. This approach positions HCC to adapt effectively to future challenges and opportunities while continuing to serve its students and community.

Methodology

The planning team for HCC, comprised of the President, the Dean of Planning and Institutional Effectiveness, the Director of Facilities Management, the Director of Public Safety, the Athletic Director, and a faculty representative, with support from Noelker and Hull Associates, Inc., has undertaken a comprehensive and adaptive process to develop the Facilities Master Plan.

Existing Campus



ACCESSIBILITY MAP

College History

Founded in 1946 as Maryland's first community college, Hagerstown Community College (HCC)—originally known as Hagerstown Junior College (HJC)—was established to meet the educational needs of returning World War II veterans, who made up approximately 75% of the inaugural class. The College opened with an initial enrollment of 95 students, offering late afternoon and evening classes at Hagerstown High School. By 1956, the College had relocated to a dedicated building on the grounds of South Hagerstown High School, enabling the introduction of daytime programs.

In 1965, HJC embarked on a significant milestone: construction began on its current campus location. Situated on 129.4 acres, the campus was completed in 1966 and opened its doors to 782 students. This new campus symbolized the College's growing presence and commitment to serving the community. In April 1968, HJC achieved full accreditation from the Middle States Association of Colleges and Schools (now Middle States Commission on Higher Education), solidifying its reputation for academic quality.

HCC's campus now encompasses 319 acres, providing ample space for academic, recreational, and community activities.

Today, HCC's campus is a blend of historic and modern facilities, reflecting the institution's adaptability and commitment to progress. Six of the College's 20 buildings date back to the original campus constructed in 1966, but nearly all have been extensively renovated since 2002. These updates have transformed spaces to incorporate modern technology, accommodate diverse learning styles, align with evolving academic programs, and comply with ADA regulations. Key renovations include the Student Center (formerly the library), Administration and Student Affairs Building (formerly the Administration Building), Career Programs Building, Learning Support Center (formerly the Science Building), Behavioral Sciences and Humanities Building (formerly the Classroom Building), and the Kepler Theater. These revitalized facilities exemplify HCC's dedication to creating a learning environment that meets the needs of today's students while preserving its legacy as an educational cornerstone for the region.

Mission, Vision & Values

Mission

Hagerstown Community College ensures equitable access to affordable, high-quality educational programs, while fostering workforce development and cultural vitality in the region.

Vision

HCC will be the college of choice through demonstration of inclusive educational excellence, transformative growth, and community enrichment.

Values

Excellence, integrity, diversity and inclusion, stewardship, civic engagement, and student centered.

The mission and vision statements provide a sense of direction to the College community. HCC's institutional effectiveness model is the blueprint for realizing the College's vision and attaining institutional renewal, facilities planning, and development.

The College's mission and vision are realized through the integrated implementation of that model, the College's strategic plan, the Student Learning Outcomes Assessment Plan, annual institutional priorities and operational plans, and other major institutional planning documents.

Strategic Plan

Guided by HCC's Vision, Mission Statement, and Core Values, this Facilities Master Plan is deeply rooted in the Strategic Plan Commitments, which articulate the College's priorities for the coming years.

These six commitments are:

- **Enrollment**
- **Assessment**
- **Retention**
- **Integration**
- **Partnerships**
- **Community**

Academic Programs

HCC offers high-quality academic programs designed to meet the needs of today's students and the demands of the workforce. Students can choose from a diverse selection of associate degree programs, workforce certifications, and continuing education options in high-demand fields such as healthcare, technology, skilled trades, and business.

HCC's 2024-2025 course catalog offers the following programs:

- 14 Associate of Arts (A.A.) degrees
- 24 Associate of Applied Science degrees
- 03 Associate of Arts in Teaching degrees
- 15 Associate of Science degrees
- 21 Certificate programs
- 09 Letter of recognition programs

Accreditation

HCC is accredited by the Middle States Commission on Higher Education (MSCHE), an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

Key accredited programs at HCC include the Nursing program, accredited by the Accreditation Commission for Education in Nursing (ACEN), which prepares students for licensure and advanced roles in healthcare. The Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), ensuring graduates meet the highest standards in imaging sciences. Additionally, the Health Information Management program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM), aligning with the latest industry requirements. HCC's dental programs are recognized by the Maryland State Board on Dental Examiners and the Commission on Dental Accreditation (CODA).

Leadership Structure

The College is governed by a Board of Trustees, whose members are appointed by the Governor of Maryland. The Board provides oversight, establishes policies, and ensures that HCC remains aligned with its mission and strategic goals while meeting the needs of the region it serves.

HCC's executive leadership is headed by the College President, who serves as the chief executive officer and is responsible for the overall administration of the institution. The President works closely with a Cabinet comprising senior administrators. This leadership team ensures the effective management of academic programs, student services, financial operations, and external relations.

The College also values shared governance and broad participation in decision-making processes. Faculty, staff, and students contribute through organizational bodies such as the Faculty Assembly, Staff Council, and Student Government Association.

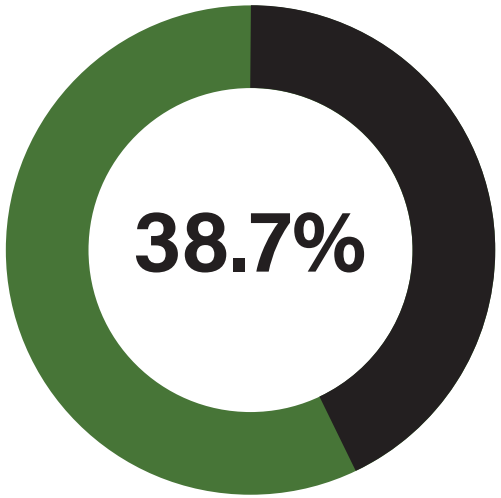
Enrollment

Over the past decade, the College has seen a notable shift in the profile of its students, driven by changes in regional demographics, educational aspirations, and workforce demands. The increasing diversity of the student population and the rising number of early college students underscore HCC's importance as an accessible and inclusive institution for higher education in Washington County.

Recent Trends

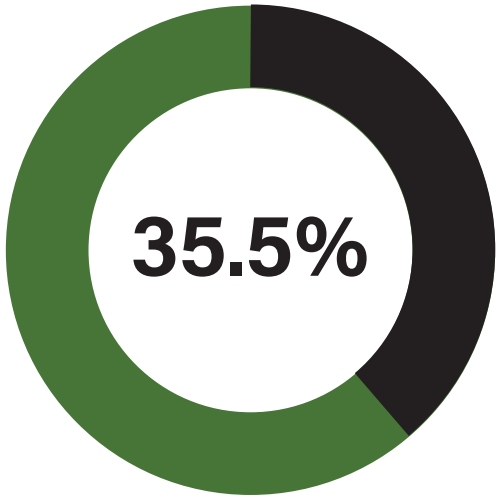
Over the past decade, Hagerstown Community College's student profile has evolved significantly, reflecting changing demographics, educational goals, and support needs. This shift is particularly evident in the growing number of high school-aged students taking courses at HCC, underscoring the College's expanding role in early access to higher education.

Credit Enrollments



FIRST-GENERATION

Approximately **38.7% of HCC students identify as first-generation college students**.



MINORITY BACKGROUND

In fall 2023, **35.5% of HCC's students identified as coming from minority backgrounds**, a substantial increase from just over 20% in 2012. This growth aligns with the shifting demographics of Washington County, where 26.4% of residents are from minority backgrounds.

In the fall of 2023, 32 percent of credit students were enrolled full-time and 68 percent were enrolled part-time. In fall 2023, 34 percent of students identified as male and 66 percent identified as female. Approximately 72 percent of enrolled students were 25 years of age or younger.

68%
Enrolled Part-time

72%
25 Years Old or Younger

32%
Enrolled Full-time

66%
Identified as Female

34%
Identified as Male

Non-Credit Enrollments

Continuing Education (CE) student demographics for FY23 show an unduplicated headcount for the year was 6,590 (866.80 eligible FTE). The average age of the CE student was 37.1, and men accounted for 43.3 percent of enrollees.

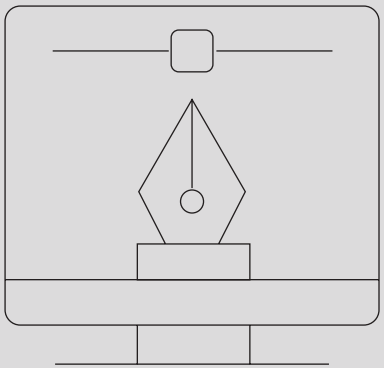
Off-Campus Instructional Sites

The College has offered off-campus programs for most of its history at its current location. HCC has offered classes for non-credit courses since 1995 at its Valley Mall Center (VMC). Credit offerings began at the VMC over a decade ago.

HCC has been involved in prison education since 1969. Credit-free courses have been offered at the Maryland Correctional Institution, Maryland Correctional Training Center and Roxbury Correctional Institute, all located in Washington County south of Hagerstown.

HCC's Commercial Vehicle Training education will move from leased space to the new NACC (Bowman Center) facility upon completion. HCC's capacity to expand programming on campus has been limited by the lack of a dedicated driving range, facilities, and insufficient equipment (e.g., tractors, trailers). The new facility will alleviate these limitations allowing the program to expand.

Distance Education and Online Learning



Courses, as well as several programs, have been delivered in two modalities - exclusively online and hybrid. Even before the COVID-19 pandemic, distance education allowed students to take classes that fit their schedules, alleviating the obstacles of transportation, time and space. As an institutional priority, faculty continue to expand online course and program options to meet increased student demand for distance education offerings.

Projected Enrollment

Table 1
MHEC Projections of Credit Headcount, Full-Time Equivalent and Full-Time Day Equivalent Enrollment

	FALL 22 FY 23 Actual	FALL 23 FY 24 Projected	FALL 24 FY 25 Projected	FALL 25 FY 26 Projected	FALL 26 FY 27 Projected	FALL 27 FY 28 Projected	FALL 28 FY 29 Projected	FALL 29 FY 30 Projected	FALL 30 FY 31 Projected	FALL 31 FY 32 Projected	FALL 32 FY 33 Projected	% Change 2023-2033
Full-time	1,129	1,532	1,551	1569	1,570	1,570	1,571	1,571	1,572	1,580	1,589	**41%**
Part-time	2,367	2,796	2,821	2,847	2,856	2,865	2,873	2,882	2,891	2,901	2,911	**23%**
Total Headcount	3,496	4,328	4,372	4,416	4,426	4,435	4,444	4,453	4,463	4,481	4,500	**29%**
FTES	2,144	2,899	2,931	2,963	2,967	2,971	2,975	2,979	2,983	2,997	3,011	**40%**
FTDES	1,343	1,817									1,887	**40%**

A more realistic approach to enrollment forecasting accounts for nuanced factors such as slower high school graduation rates in the region, modest but steady growth in adult learners and non-traditional students, and HCC's increased focus on dual enrollment and workforce development programs. Migration from metropolitan areas, driven by the affordability and quality of life in Washington County, is likely to contribute to enrollment growth, albeit at a more measured pace than MHEC projections suggest. Incorporating these variables allows for more grounded estimates, guiding planning efforts that are responsive to both current realities and emerging opportunities.

Credit

	24/FA		25/FA		26/FA		27/FA		28/FA		29/FA		30/FA		31/FA		32/FA		33/FA		34/FA	
	Actual		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected	
Undergraduate	**3010**	**5.5%**	**3038**	**0.9%**	**3114**	**2.5%**	**3191**	**2.5%**	**3267**	**2.4%**	**3344**	**2.3%**	**3420**	**2.3%**	**3496**	**2.2%**	**3573**	**2.2%**	**3649**	**2.1%**	**3726**	**2.1%**
Full-Time	1146	0.3%	1185	3.4%	1215	2.5%	1244	2.5%	1274	2.4%	1304	2.3%	1334	2.3%	1364	2.2%	1393	2.2%	1423	2.1%	1453	2.1%
Part-Time	1864	8.3%	1853	-0.6%	1900	2.5%	1946	2.5%	1993	2.4%	2040	2.3%	2086	2.3%	2133	2.2%	2179	2.2%	2226	2.1%	2273	2.1%
Dual Enrolled	**2078**	**-19.5%**	**2050**	**-1.3%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**
Full-Time	211	-17.9%	200	-5.2%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%
Part-Time	1867	-19.6%	1800	-3.6%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%
Total Credit	**5088**	**-6.5%**	**5088**	**0.0%**	**5164**	**1.5%**	**5241**	**1.5%**	**5317**	**1.5%**	**5394**	**1.4%**	**5470**	**1.4%**	**5546**	**1.4%**	**5623**	**1.4%**	**5699**	**1.4%**	**5776**	**1.3%**

Noncredit

	24/CEFA		25/CEFA		26/CEFA		27/CEFA		28/CEFA		29/CEFA		30/CEFA		31/CEFA		32/CEFA		33/CEFA		34/CEFA	
	Actual		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected	
Intent ABC	1732	-25.3%	1894	9.3%	1933	2.1%	1972	2.0%	2011	2.0%	2050	1.9%	2090	1.9%	2129	1.9%	2168	1.8%	2207	1.8%	2246	1.8%
Intent DE	858	56.9%	710	-17.2%	725	2.1%	740	2.0%	754	2.0%	769	1.9%	784	1.9%	798	1.9%	813	1.8%	828	1.8%	843	1.8%
NFCE	215	20.1%	264	22.9%	270	2.1%	275	2.0%	281	2.0%	286	1.9%	292	1.9%	297	1.9%	303	1.8%	308	1.8%	313	1.8%
Total Noncredit	**2805**	**-2.1%**	**2869**	**2.3%**	**2928**	**2.1%**	**2987**	**2.0%**	**3046**	**2.0%**	**3106**	**1.9%**	**3165**	**1.9%**	**3224**	**1.9%**	**3284**	**1.8%**	**3343**	**1.8%**	**3402**	**1.8%**

Faculty and Staff

Of the 594 employees reported in MHEC's Employee Data System in fall 2023, 283 or 47.6 percent were full-time. In terms of instruction, full-time (75) and adjunct (112) credit instructional faculty account for 31.5 percent of all employee classifications. Continuing Education instructors account for 6.9 percent of all employees.

Employee Projections

The faculty and staff projections seen in Table 2 are based upon CCL Table 2 and parallel the anticipated enrollment and revenue increases, which drive facilities planning and needs. Projections (Table 2) based upon the CCL show that within the decade full-time credit faculty are showing a slight increase of new or reallocated positions. Projected growth is based on the College's goal to increase its ratio of FTE staff to FTE faculty, a staff planning goal comparable to benchmark institutions.

Table 2 ✶
Workforce Projections: Fall 2022 – 2032
(Based upon CCL tables, July 2023)

MHEC Planning Classification	Actual Fall 2022	Projected Fall 2032	Ten year % Change
Full-time Faculty	76		X%
Part-time Faculty	145		X%
FTE Faculty*(FTEF)	114		X%
Full-time Staff	208		X%

✶ Data collection in process.

Needs Analysis

From fall 2025 through fall 2035, anticipated shifts in student enrollment, coupled with planned building projects, will significantly impact campus space at HCC. These projects include the renovation of the ASA building, athletic facilities and construction of a new Wellness Center Building.

Currently, HCC faces a space deficit of approximately 500 net assignable square feet (NASF) based on space guidelines applied to its existing inventory. By 2029, this deficit is projected to grow to 34,000 NASF. Space shortages are anticipated in 9 of 14 major room use categories when applying the Maryland Higher Education Commission's Space Guidelines for Four-Year Public Institutions, with the remaining five categories showing surpluses. These figures highlight the critical need for updated and expanded campus facilities to meet the demands of a growing student population and evolving educational needs.

In contrast to the computed space requirements according to MHEC guidelines, examination of curriculum requirements for teaching space versus anticipated enrollment does not indicate that a significant expansion of teaching space is needed. The college perceives that social, study and office spaces need to be redistributed and expanded, rather than instructional spaces.

These figures underscore the critical need for updated and expanded campus facilities to accommodate the growing student population, support evolving educational needs, and foster a vibrant, inclusive community that enhances both academic and social experiences.

Vision

Three cornerstone projects are proposed: the renovation of the ASA building, the construction of a new Wellness Center, and the modernization of athletic fields and facilities.

The renovation of the ASA building is a core element of HCC's Facilities Master Plan, transforming it into a centralized hub for student services, institutional leadership, and community engagement. The project includes a one-stop shop for student support, and consolidates scattered administrative functions. The ASA building will continue to house HCC's childcare center.

The proposed Wellness Center reflects the College's recognition that supporting mental health is essential to its long-term success. The Wellness Center will provide a facility to meet the evolving expectations of students and their families.

Improvements to HCC's athletic fields and facilities include projects for athletic fields and indoor facilities.

Relevant initiatives

The introduction of new prison education programs at Hagerstown Community College represents a significant expansion of the College's mission to provide accessible education to underserved populations.

The HCC Northern Avenue location is strategically positioned to support HCC's focus on workforce development and specialized training programs, particularly in high-demand fields related to the skilled trades. This targeted use of the facility allows the College to optimize its resources, providing purpose-built spaces tailored to the needs of these programs. This location accommodates hands-on learning and

certification programs.
The development of a new medical school in close proximity to HCC's campus presents a transformative opportunity for the College. With healthcare programs already a cornerstone of HCC's academic portfolio, the Facilities Master Plan will focus on enhancing and expanding facilities that support allied health education, such as simulation labs, clinical training spaces, and collaborative learning environments.

Safety and Security

The Facilities Master Plan prioritizes upgrading security infrastructure, such as surveillance systems, access controls, and emergency communication tools, to reflect modern standards and best practices. The plan also addresses critical aspects such as parking and signage, emphasizing the need for well-designed, clearly marked parking areas and intuitive signage to enhance both safety and accessibility. Improved wayfinding will ensure that visitors and campus members can easily locate buildings and resources, reducing confusion and enhancing the overall campus experience.

Projected Space Needs

Projected space needs for Hagerstown Community College reflect both the growing demand for modern, adaptable learning environments and the expansion of academic and workforce programs. As student enrollment patterns shift and programs evolve, the College requires facilities that support diverse modes of instruction, including traditional classroom settings, hybrid learning, and hands-on training. General classroom spaces must be flexible and equipped with advanced technology to accommodate a wide range of teaching methods, while specialized labs and studios must align with the specific needs of high-demand fields such as healthcare, technology, and skilled trades. Additionally, increased enrollment in workforce development programs necessitates the expansion of training spaces tailored to industry standards.

Beyond academic spaces, the College anticipates the need for enhanced student support and community engagement facilities. As student demographics diversify, the demand for services such as advising, tutoring, study spaces, and wellness support continues to grow, requiring additional offices and multipurpose areas to deliver these resources effectively.

Program-based Needs

Program-based needs are a cornerstone of Hagerstown Community College's Facilities Master Plan, ensuring that campus spaces align with the evolving demands of its academic and workforce programs. With a growing emphasis on healthcare, technology, and skilled trades, HCC must expand and modernize its facilities to accommodate hands-on training and state-of-the-art equipment. Programs in allied health, for example, require advanced simulation labs, clinical training areas, and spaces for interprofessional education. Similarly, technology and cybersecurity programs demand specialized classrooms equipped with cutting-edge hardware, secure data systems, and flexible layouts that support collaborative learning. These enhancements not only meet current academic requirements but also position HCC as a leader in workforce development and career readiness.

The Facilities Master Plan also addresses the need for adaptable spaces that support emerging fields and interdisciplinary programs. As industries evolve, so too do the educational pathways needed to prepare students for future careers. Programs that integrate new technology are gaining momentum and require facilities that can adapt to changing technology and pedagogical methods. Flexible lab spaces, modular classrooms, and multipurpose areas allow HCC to respond quickly to these shifts, ensuring that students have access to relevant and high-quality learning environments. These spaces are also essential for fostering innovation and collaboration, enabling faculty and students from diverse disciplines to work together on real-world challenges.

Additionally, the Facilities Master Plan recognizes the importance of integrating support services into program-specific spaces to promote student success. Academic support centers, tutoring services, and advising offices strategically located near program hubs create a seamless experience for students, reducing barriers to accessing resources. For example, centralized advising and support for all students ensures targeted assistance and fosters a sense of community.

Existing Facility Inventory

The HCC Robinwood Campus comprises fourteen major buildings or facilities, and several smaller storage and support buildings. Many of these buildings were originally constructed at the time the Robinwood campus was developed, and have been modified or upgraded since that time. Nearly every building has been renovated at some point in the past sixty years, and some are ready for their second renovation. In particular, the Advanced Technology Center renovation is now in the design phase, while the Administrative Services Building is slated to be renovated and expanded. The Athletic Recreation Community Center is proposed for its first full renovation in the next ten years.

Facility conditions are generally assessed as good, with the three buildings mentioned above requiring renovation. There is a substantial backlog of individual maintenance projects, including roof replacement, replacement of individual HVAC components, and campus utility infrastructure projects. Individual facility summaries follow:

Administrative and Student Services Building (ASA)
The ASA houses the offices of the President and administrative staff, Admissions, Registration and Records, Financial Aid, and the Children's Learning Center. The building was last renovated in 2004. Its systems have reached the end of their anticipated lifetimes. The roof was evaluated as failed in 2023, and requires replacement as soon as possible.

The ASA is planned for FY 28-29 for a major renovation and expansion to consolidate student services and administrative facilities into a single building. A renovation of the child care center is planned as well.

Advanced Technology Center (ATC)
The Advanced Technology Center (ATC) houses the Technology and Computer Studies division, and facilities support functions. Due to limited space in the Administration and Student Affairs Building, the Planning and Institutional Effectiveness division and the VP of Finance are located in the ATC. Design is presently underway for a complete renovation of the building. The renovation will address systems and functional deficiencies. Until the ASA is renovated, the ATC will continue to house Finance and Planning and Institutional Effectiveness. Once the ASA renovation takes place, these functions will move to the ASA, and the vacated space will become classroom space.

THE ATC was last renovated in 1989, when it was converted from a gymnasium to instructional space. All systems will be replaced in the planned renovation.

Amphitheater (AMP)
The Amphitheater was built in 2000 as a project undertaken by the HCC Alumni Association. It includes a 3,667 square foot entry building and a 3,698 square foot theater facility. It contains 672 permanent seats, 2 dressing rooms, a concession stand and ticket booth. The facility is in good condition, with no major renovations required in the master plan's time frame.

Athletic Recreation and Community Center (ARCC)
The building houses an arena with a seating capacity of 5,230, classrooms, the College's Fitness Center, and the Washington County Recreation Department. A variety of large-scale and community activities take place in the ARCC.

Although some systems, such as the main arena HVAC, have been replaced and updated, the facility is in need of a full renovation to meet current functional expectations, replace worn finishes, and to address ADA concerns. The roof his in good condition overall, but requires attention to leaks in some areas.

The Maryland Stadium Authority is undertaking a planning exercise to determine appropriate programming for a full building renovation. Work on this study is expected to commence in 2025.

Behavioral Sciences and Humanities Building (BSH)
Facilities for English, Behavioral Sciences and Humanities are housed in the building, along with a 206-seat auditorium. The Fletcher Faculty Development Center is also accommodated in the BSH building. The BSH was built in 1966, and underwent renovations in 2002 and 2012. Renovations consisted of upgrading HVAC, electrical and architectural features while also implementing a new functionality design of the building.

Systems in the BSH are generally up to date. The roof is in poor condition and is planned for replacement after 2028.

Career Programs Building (CPB)
This building houses Allied Health Sciences, including Nursing, Certified Nursing Assistants, Radiography, Phlebotomy, Dental Assisting and Paramedic Training. It also houses the IT Department (including servers), Reprographics, Industrial Technology, Continuing Education, the mail room and Central Store, and the Valley Eatery. A conference/meeting center is also located there.

The building was built in 1966 and fully renovated in 2009. Some of the systems are reaching the end of their life expectancies. Systems at present are performing satisfactorily. A roof replacement is planned for FY 2026.

Center for Business and Entrepreneurial Studies (CBES)
The CBES offers entrepreneurs, start-up manufacturers, and technology-oriented firms low-rent facilities and services for us in their first critical years. Office suites, open manufacturing space, wet labs, and conference areas are available with infrastructure support for advanced telecommunications needs.

The building was fully renovated in 2020-2021. Systems are in good condition. However, the existing roof remained, and is in poor condition. Replacement is scheduled for FY 2027.

Central Plant (CP)
This building houses the boilers and circulating pumps for generating and distributing hot water for heating. The chillers and circulating pumps are located in this building as well. The heating and cooling equipment support the central campus loop system.
The roof is in poor condition, and is to be replaced in FY 2025.

While the chillers are relatively new, they are in fair condition and are recommended for replacement in the near future. A backup power generator is planned to power essential equipment.

Energy and Trades Training Center (ETTC)
The Energy and Trades Training Center offers courses concerning plumbing, electrical, and HVAC systems, along with solar, wind and geothermal systems. With realignment of curriculum in these areas, the building is underutilized and somewhat isolated.
The ETTC was built in 2018. Building and systems are in good condition.

Kepler Theater (KEP)
The Atlee C. Kepler Theater houses a stage, music practice rooms, dressing rooms, and a workshop. The theater seats approximately 500 persons. The PVAEC supports the humanities department with art studios, dance studio/black box theater, music rooms both individual and ensembles. The humanities faculty has been relocated to the building.

The original building was built in 1978 and fully renovated in 2012. Systems are in generally good condition, but components are reaching the end of their service lives. The roof is in fair condition. Replacement is projected for 2026.

Learning Resource Center (LRC)
Built in 2000, the LRC houses the William M. Brish Library, the Testing and Tutoring Center, with placement testing areas, basic skills laboratories and tutoring rooms, Firearm Simulation System and general instruction space with nine classrooms and three computer and one distance learning laboratories.

With realignment of expectations for college libraries, the library is transitioning to more virtual content, reducing the need for stack space. It is expected that space will be realigned for testing and study space.

Building systems are aging and require replacement in the near term. HVAC controls are partially retrofitted from pneumatic. The roof is in generally good condition, with some leaks at the barrel roof section. The atrium lacks a smoke evacuation system, which is normally needed for three-story spaces.

Learning Support Center (LSC)
The building houses all of the different learning centers across campus in one location (Mathematics, Science, IT, and English). The Learning Center accommodates over 200 students at one time. There is also a tiered lecture space in the building for 60 people.

The LSC was built in 1986 and renovated in 1992 and 2012. Some system components are reaching the end of the life expectancies and should be considered for replacement. The roof is in fair condition, and projected for replacement in 2026.

Robinwood Center (RC)
Originally built for the Washington County Board of Education, the Robinwood Center built in 1970, and was converted from instructional and conference use to facilities use in 2011.

Systems are in generally good condition, with individual components reaching the end of their service lives.

Science, Engineering and Technology Center (STEM)+
The STEM building was built in 2012 and contains nine science labs: Engineering, Physics, Biology, Microbiology, Biotechnology, Anatomy and Physiology, Organic Chemistry, and General Chemistry Labs. STEM also houses other labs that include Cybersecurity, Alternate En-

ergy and Digital Instrumentation Lab along with 3 Computer labs. The remainder of the building is classrooms and faculty offices. The STEM building includes green roofs, rainwater recovery and treatment systems, and upgraded HVAC systems. Most building systems are in good condition. The roof is in fair condition, with replacement projected after 2028.

Student Center (SC)
The Student Center was originally built in 1966. In 2015 a two-story expansion was added to the existing building, housing the Hawk Café, Hilltop Grill, Campus Store and Student Government Association. The existing building was renovated during at the same time, and Academic Advising was relocated to the building. The offices of the Dean of Student Affairs are in the Student Center.

Systems are in generally good condition. The roof was evaluated as poor in 2023, and is scheduled for immediate replacement.

D.M. Bowman Workforce Training Center
The Bowman Workforce Center is a new HCC facility on Northern Avenue in Hagerstown. The newly-constructed facility is located in a former shopping center, and provides workforce training for a variety of skills, focusing on the trucking and logistics industry. The facility has been renovated to support these curricula.

Parking
The campus includes a total of 1,904 parking spaces, for a current need of 1,214 spaces. Although parking is presently adequate, lots are often at some distance from destination buildings. Wayfinding and accessibility for the handicapped are being addressed by a campus signage plan. However, additional measures are needed to provide better accessibility, particularly for buildings in the campus core, which is located on the summit of a low hill.

Campus Development
The Robinwood Campus covers 310.67 acres. About 130 acres are developed, with the remainder mostly wooded. The main campus is encircled by a loop road with entrances from Robinwood Drive and Scholar Drive. Parking lots are arranged around the perimeter of this loop to serve the central campus. There are several perennial streams that require stream buffer dedications in accordance with Washington County ordinances. The campus is served by a large regional stormwater facility, built before 2000. This facility has the capacity to support future campus development, distributed below ground. An aerial electric transmission runs between Robinwood Drive and Harp Road. Natural gas service is from Robinwood Drive.

Campus topography is focused on the low hill at the center of campus. As an organizing principle, it allows a compact campus center. The topography of the hill and the placement of existing parking and access points in the lower surrounding areas presents issues of accessibility for the disabled. Wayfinding is a missing element that is being addressed with a campus signage and wayfinding initiative. This will also help disabled persons to find appropriate parking and routes to their destinations.

The campus is compatible with surrounding land uses, and adjoins the Meritus medical campus to the south. Athletic fields are located outside the campus loop road adjoining undeveloped lands.

There are several site-related projects proposed for the campus. These include ADA accessibility improvements between the Learning Support Center and the Kepler Theater, a traffic circle on the entrance road from Robinwood Drive, a drop-off at the Learning Support Center, and parking lot redesign and re-striping at several locations.

IT infrastructure

A project is recommended to allow fiber optic cables to be installed to all parking lots and athletic fields to support security cameras, WIFI, and streaming services for athletic events.

New data rooms are recommended for the ASA, amphitheater, ARCC and Energy Trades Training Center.

A generator installation is recommended for the ASA building to support IT infrastructure in the building.

There is a substantial need for upgraded cooling and ventilation in IT spaces in seven major campus buildings.

Proposed Building Projects

The Administrative Services Building renovation and addition will consolidate dispersed administrative offices into a single building. The renovated space will include a one-stop student services area, and will continue to host the child-care center. This project will address deferred maintenance and accessibility, and will add approximately 5,000-6,000 net square feet to the existing building.

The Wellness Center project will provide mental health services, meeting space for student groups, and social space in a new 10,000 square foot facility in the heart of the campus. This facility will include conference areas, clinical counseling areas, a meditation and meeting space, lactation rooms, and other features oriented to student support services. The net assignable space is proposed as 7,330 square feet, located at the top of the campus hill in the center of campus.

The Athletic Recreation and Community Center was built in the 1980s, and requires renovation. The facility's needs will be studied by the Maryland Stadium Authority, whose report will provide a scope for the renovation project, adapting the facility to serve the current and future needs of the HCC community.

The Advanced Technology Center is in design, with project bidding expected in the second half of 2025

10 Year Plan Priorities

Priority 1:	NACC Renovation Project (FY22 – FY25)
Priority 2:	Advanced Technology Center Renovation (FY24 – FY27)
Priority 3	Second Entrance Drive Widening Project Phase 1 (FY23 – FY27) Phase 2 (FY27 – FY 28)
Priority 3:	ASA Renovation (FY27 – FY28)
Priority 4:	Renewable Energy Project – Solar Array (FY26 – FY28)
Priority 5:	Athletic Complex Upgrades (FY28 – FY33)
Priority 6:	HCC Wellness Center (FY26 – FY28)
Priority 7:	Career Programs Roof Replacement (FY29)
Renewal Grant:	Roof Replacements (FY27-FY29)
Renewal Grant:	Paver Replacements (FY25)
Renewal Grant:	Campus Roads and Parking Lot (South/East) Overlays Project (FY29 & FY31)
Renewal Grant	Chiller Replacement Project (FY30)

Sustainability

Sustainability is an important aspect of HCC's Facilities Master Plan, reflecting the institution's commitment to environmental stewardship and long-term operational efficiency. Solar energy projects are a cornerstone of these efforts, providing a renewable energy source that significantly reduces the campus' carbon footprint while lowering utility costs over time. The integration of solar panels across campus facilities not only aligns with HCC's sustainability goals but also creates opportunities for operational savings, freeing up resources that can be redirected toward academic and student support initiatives. These efforts underscore HCC's dedication to financial prudence and environmental responsibility, establishing the College as a sustainability leader within the region.

02 Overview of Hagerstown Community College

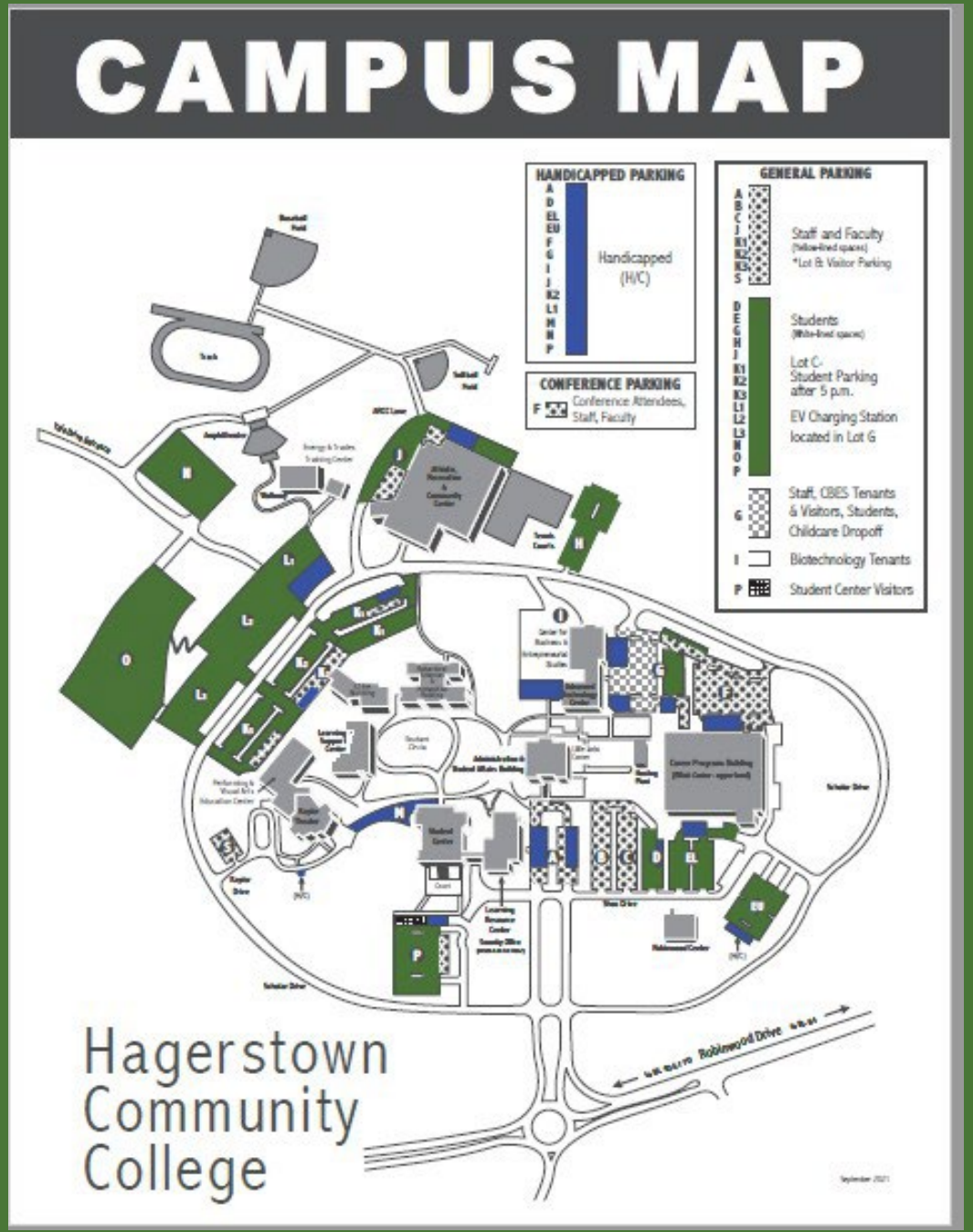
HCC is a two-year public institution dedicated to providing high-quality education and workforce development opportunities. Established in 1946 as Maryland's first community college, HCC has grown into a cornerstone of higher education in Western Maryland, serving a diverse population of students from the tri-state area of Maryland, Pennsylvania, and West Virginia. Offering over 100 associate degree, certificate, and workforce training programs, HCC focuses on key areas such as healthcare, skilled trades, information technology, business, and the arts, equipping students with the skills needed to thrive in a rapidly changing world.

Situated on a 319-acre campus in Hagerstown, Maryland, HCC serves as a gateway to higher education for underrepresented and non-traditional students, maintaining its legacy of accessibility and affordability. The College takes pride in its commitment to diversity, equity, and inclusion, providing resources and support to empower students from all walks of life. Its programs are designed to meet the needs of a modern workforce while fostering personal growth, critical thinking, and community engagement.

HCC is a leader in integrating innovative technologies and teaching methodologies into its curriculum. The College prepares graduates who are career-ready, adaptable, and capable of thriving in a global economy. With partnerships spanning regional employers, local government, and educational institutions, HCC creates pathways for students to advance their careers and contribute to the economic vitality of the region. The College's new Bowman Family Workforce Development Center exemplifies this commitment, offering state-of-the-art facilities for apprenticeships and technical training that align with industry needs.

Located in a scenic area with close proximity to major metropolitan hubs such as Baltimore (70 miles), Washington, D.C. (70 miles), and Harrisburg, Pennsylvania (80 miles), HCC combines the charm of a rural setting with easy access to regional business, technology, and cultural centers. This strategic location, coupled with strong connections to local industries, allows HCC to bridge the gap between education and workforce readiness, ensuring its graduates are prepared to lead and succeed in their chosen fields.

Existing Campus



ACCESSIBILITY MAP

College History

Founded in 1946 as Maryland's first community college, Hagerstown Community College (HCC)—originally known as Hagerstown Junior College (HJC)—was established to meet the educational needs of returning World War II veterans, who made up approximately 75% of the inaugural class. The College opened with an initial enrollment of 95 students, offering late afternoon and evening classes at Hagerstown High School. By 1956, the College had relocated to a dedicated building on the grounds of South Hagerstown High School, enabling the introduction of daytime programs.

In 1965, HJC embarked on a significant milestone: construction began on its current campus location. Situated on 129.4 acres, the campus was completed in 1966 and opened its doors to 782 students. This new campus symbolized the College's growing presence and commitment to serving the community. In April 1968, HJC achieved full accreditation from the Middle States Association of Colleges and Schools (now Middle States Commission on Higher Education), solidifying its reputation for academic quality.

Over the decades, the College continued to expand to meet the needs of its students and the community. In 1973, HJC acquired the Washington County Board of Education's Vocational Technical Center, later renamed the Career Programs Building, along with an additional 59.6 acres for athletic fields. These expansions supported the College's growing emphasis on career and technical education. In 1997, 7.9 acres were added for the development of a stormwater management pond, completed in 2000 to enhance campus infrastructure. Reflecting its expanded mission and community-focused vision, the College officially changed its name to Hagerstown Community College in July 1998.

Land acquisitions continued into the late 1990s and early 2000s to support future growth and insulate the campus from nearby residential developments. In April 1999, HCC purchased 116.8 acres of adjoining land, followed by 9.3 acres in 2000. In 2004, the College strategically transferred four acres to Washington County for road enhancements, leveraging this transaction to secure additional funding for campus construction projects. With these expansions, HCC's campus now encompasses 319 acres, providing ample space for academic, recreational, and community activities.

Today, HCC's campus is a blend of historic and modern facilities, reflecting the institution's adaptability and commitment to progress. Six of the College's 20 buildings date back to the original campus constructed in 1966, but nearly all have been extensively renovated since 2002. These updates have transformed spaces to incorporate modern technology, accommodate diverse learning styles, align with evolving academic programs, and comply with ADA regulations. Key renovations include the Student Center (formerly the library), Administration and Student Affairs Building (formerly the Administration Building), Career Programs Building, Learning Support Center (formerly the Science Building), Behavioral Sciences and Humanities Building (formerly the Classroom Building), and the Kepler Theater. These revitalized facilities exemplify HCC's dedication to creating a learning environment that meets the needs of today's students while preserving its legacy as an educational cornerstone for the region.

Mission, Vision & Values

Mission

Hagerstown Community College ensures equitable access to affordable, high-quality educational programs, while fostering workforce development and cultural vitality in the region.

Vision

HCC will be the college of choice through demonstration of inclusive educational excellence, transformative growth, and community enrichment.

Values

Excellence, integrity, diversity and inclusion, stewardship, civic engagement, and student centered.

The mission and vision statements provide a sense of direction to the College community. HCC's institutional effectiveness model is the blueprint for realizing the College's vision and attaining institutional renewal, facilities planning, and development.

The College's mission and vision are realized through the integrated implementation of that model, the College's strategic plan, the Student Learning Outcomes Assessment Plan, annual institutional priorities and operational plans, and other major institutional planning documents.

Strategic Plan

The HCC 2025-2035 Facilities Master Plan serves as a comprehensive framework for campus and community development. It is closely aligned with the College's Strategic Plan, which emphasizes fostering a culture of support across all facets of the HCC campus and its surrounding community. This vision drives initiatives that transform academic, co-curricular, and administrative activities to create a cohesive and holistic approach to student success. The plan underscores the importance of enhancing retention, graduation rates, and post-graduate outcomes, ensuring HCC remains a leader in delivering high-quality education and workforce development.

Guided by HCC's Vision, Mission Statement, and Core Values, this Facilities Master Plan is deeply rooted in the Strategic Plan Commitments, which articulate the College's priorities for the coming years.

These six commitments are:

- **Enrollment**
- **Assessment**
- **Retention**
- **Integration**
- **Partnerships**
- **Community**

Academic Programs

HCC offers high-quality academic programs designed to meet the needs of today's students and the demands of the workforce. Students can choose from a diverse selection of associate degree programs, workforce certifications, and continuing education options in high-demand fields such as healthcare, technology, skilled trades, and business.

2024-2025 Catalog

AA Associate of Arts degree
AAS Associate of Applied Science degree
AAT Associate of Arts in Teaching degree
AS Associate of Science degree

Accounting Accounting and Business, A.A.S.

Administration of Justice

- Administration of Justice Concentration, Arts and Sciences, A.A.
- Administration of Justice, A.A.S.

Alternative Energy Technology

- Alternative Energy Technology, A.A.S.
- Solar Energy Installation and Service, Alternative Energy Technology, Certificate

Art Visual Arts Concentration, Arts and Sciences, A.A.

Arts and Sciences

- Arts and Sciences, A.A.
- Arts and Sciences, A.S.

Biology Biology Concentration, Arts and Sciences, A.S.

Business

- Administrative Assistant, Certificate
- Administrative Assistant, Letter of Recognition
- Business Administration, A.S.

Chemistry Chemistry Concentration, Arts and Sciences, A.S.

Computer Tomography Imaging Computer Tomography Imaging, Certificate

Cybersecurity
- Cybersecurity and Network Security, Certificate
- Cybersecurity, A.A.S.
- Cybersecurity, A.S.

Dance Dance Concentration, Arts and Sciences, A.A.

Dental Assisting Dental Assisting, Certificate

Dental Hygiene Dental Hygiene, A.A.S.

Education
- Childcare Professional, Certificate
- Childcare Professional, Letter of Recognition
- Early Childhood Education/Early Childhood Special Education, A.A.T.
- Early Childhood/Primary Grades Education, A.A.S.
- Education, A.S.
- Elementary/Special Education, A.A.T.
- Secondary Education-English, A.A.T.

Engineering Science Engineering Science, A.S.

Engineering Technology
- Computer-Aided Design Concentration, Mechanical Engineering Technology, A.A.S.
- Computer-Aided Design, Certificate
- Computer-Aided Design, Letter of Recognition
- Digital Instrumentation and Process Control, A.A.S.
- Electrical Engineering Technology, A.A.S.
- Electronics Technician, Certificate
- Mechanical Engineering Technology, A.A.S.
- Unmanned Aerial Systems (UAS) Technician, Certificate

English English Concentration, Arts and Sciences, A.A.

Environmental Studies Environmental Studies, A.S.

Exercise Science
- Community Health Concentration, Exercise Science and Health, A.S.
- Exercise Science and Health, A.S.
- Fitness Training, Letter of Recognition

General Studies General Studies, A.A.

Graphic Design
- Computer Graphic Artist, Graphic Design Technology, Letter of Recognition
- Graphic Design Concentration, Arts and Sciences, A.A.
- Graphic Design Technology, A.A.S.
- Graphic Design Technology, Certificate
- Graphic Production Specialist, Graphic Design Technology, Letter of Recognition

Health Information Management
- Electronic Health Records, Certificate
- Health Information Management, A.A.S.

History History Concentration, Arts and Sciences, A.A.

Human Services
- Human Services Concentration, Arts and Sciences, A.S.
- Human Services Technician, A.A.S.
- Human Services, Letter of Recognition

Information Systems Technology
- Computer Science, A.S.
- Computer Support Specialist Concentration, Information Systems Technology, A.A.S.
- Digital Forensics Concentration, Information Systems Technology, A.A.S.
- Interactive Design and Game Development Concentration, Information Systems Technology, A.A.S.
- Network Administration Concentration, Information Systems Technology, A.A.S.
- Network Administration, Certificate

Languages Foreign Language Concentration, Arts and Sciences, A.A.

Magnetic Resonance Imaging Magnetic Resonance Imaging, Certificate

Mammography Mammography, Letter of Recognition

Management
- Management, A.A.S.
- Management, Certificate
- Management, Letter of Recognition

Marketing
- Marketing Concentration, Management, A.A.S.

- Marketing, Certificate
- Marketing, Letter of Recognition

Mathematics Mathematics Concentration, Arts and Sciences, A.S.

Mechatronics and Industrial Technology
- Industrial Technology, Certificate
- Mechatronics and Industrial Technology, A.A.S.
- Welding and Fabrication, Letter of Recognition

Medical Laboratory Technician Medical Laboratory Technician, A.A.S.

Music
- Commercial Music, Certificate
- Music Concentration, Arts and Sciences, A.A.

Nursing
- Nursing (Practical Nursing), Certificate
- Nursing (Registered Nurse), A.S.

Paralegal Studies
- Paralegal Studies Concentration, Arts and Sciences, A.A.
- Paralegal Studies, Certificate

Physics Physics Concentration, Arts and Sciences, A.S.

Political Science Political Science Concentration, Arts and Sciences, A.A.

Psychology Psychology Concentration, Arts and Sciences, A.A.

Radiography Radiography, A.A.S.

Sociology Sociology Concentration, Arts and Sciences, A.A.

Substance Abuse Counseling
- Substance Abuse Counseling, A.A.S.
- Substance Abuse Counseling, Certificate

Technical Studies Technical Studies, A.A.S.

Theater Theater Concentration, Arts and Sciences, A.A.

Transportation

- Commercial Transportation Administration, A.A.S.
- Commercial Transportation Management, Certificate
- Commercial Vehicle Transportation Specialist, Certificate

Web Design and Development

- Web and Multimedia Technology, A.A.S.
- Web Site Development, Web and Multimedia Technology, Letter of Recognition
- Web/Multimedia Development, Certificate

Accreditation

HCC is accredited by the Middle States Commission on Higher Education (MSCHE), an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

HCC is committed to maintaining the highest standards of academic and professional excellence through the accreditation of its programs. Accreditation ensures that HCC meets rigorous standards for quality, relevance, and effectiveness, preparing students for success in their chosen fields. Several of HCC's academic and workforce training programs hold specialized accreditation or other recognition from national organizations, reflecting the College's dedication to providing industry-aligned education.

Key accredited programs at HCC include the Nursing program, accredited by the Accreditation Commission for Education in Nursing (ACEN), which prepares students for licensure and advanced roles in healthcare. The Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), ensuring graduates meet the highest standards in imaging sciences. Additionally, the Health Information Management program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM), aligning with the latest industry requirements. HCC's dental programs are recognized by the Maryland State Board on Dental Examiners and the Commission on Dental Accreditation (CODA).

These accreditations not only affirm the quality of HCC's programs but also provide students with valuable credentials that are recognized by employers and professional organizations nationwide. They exemplify HCC's commitment to delivering high-quality, relevant education that empowers students to succeed in their careers and contribute to their communities.


STUDENT
CENTER

Leadership Structure

HCC operates under a collaborative and dynamic leadership structure designe development, and community engagement. The College is governed by a Bo Governor of Maryland. The Board provides oversight, establishes policies, and strategic goals while meeting the needs of the region it serves.

HCC's executive leadership is headed by the College President, who serves a administration of the institution. The President works closely with a Cabinet com effective management of academic programs, student services, financial op

The College also values shared governance and broad participation in decisi through organizational bodies such as the Faculty Assembly, Staff Council, and valuable input and collaborate with leadership to shape policies, initiatives, an entire campus community.

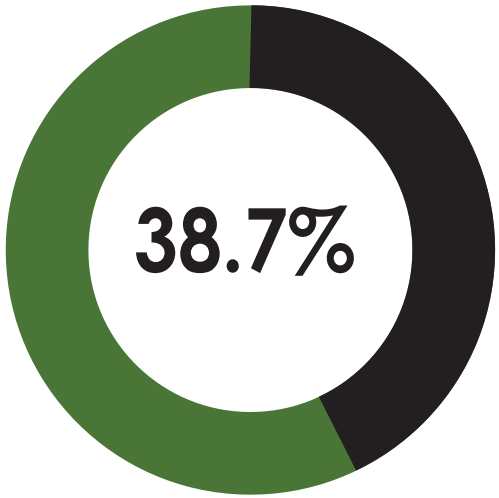
Enrollment

HCC's enrollment trends reflect its critical role in serving the educational need decade, the College has seen a notable shift in the profile of its students, drive aspirations, and workforce demands. The increasing diversity of the student po underscore HCC's importance as an accessible and inclusive institution for hig the College's ability to adapt and respond to the needs of its community, solid and career readiness.

Recent Trends

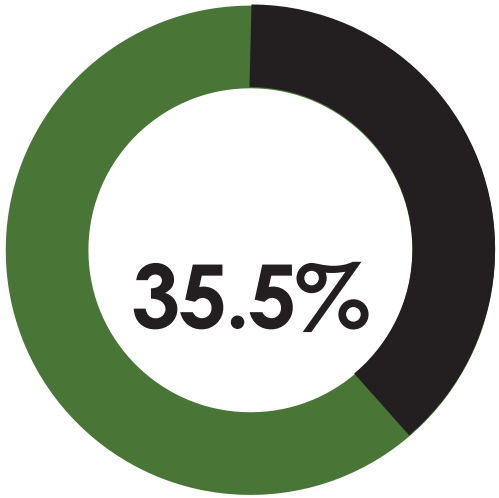
Over the past decade, Hagerstown Community College's student profile has evolved significantly, reflecting changing demographics, educational goals, and support needs. This shift is particularly evident in the growing number of high school-aged students taking courses at HCC, underscoring the College's expanding role in early access to higher education.

Credit Enrollments



FIRST-GENERATION

Approximately **38.7% of HCC students identify as first-generation college students**.



MINORITY BACKGROUND

In fall 2023, **35.5% of HCC's students identified as coming from minority backgrounds**, a substantial increase from just over 20% in 2012. This growth aligns with the shifting demographics of Washington County, where 26.4% of residents are from minority backgrounds.

In the fall of 2023, 32 percent of credit students were enrolled full-time and 68 percent were enrolled part-time. In fall 2023, 34 percent of students identified as male and 66 percent identified as female. Approximately 72 percent of enrolled students were 25 years of age or younger.

68%

Enrolled Part-time

32%

Enrolled Full-time

72%

25 Years Old or Younger

66%

Identified as Female

34%

Identified as Male

Credit Enrollments

Over the past decade, Hagerstown Community College's student profile has evolved significantly, reflecting changing demographics, educational goals, and support needs. This shift is particularly evident in the growing number of high school-aged students taking courses at HCC, underscoring the College's expanding role in early access to higher education. Approximately 38.7% of HCC students identify as first-generation college students, highlighting the critical role the College plays in fostering educational attainment and opportunity for local families. As Washington County's population grows more diverse, HCC has embraced this change, fostering a more heterogeneous student body that increasingly views the College as a pathway to marketable skills and fulfilling careers.

In fall 2023, 35.5% of HCC's students identified as coming from minority backgrounds, a substantial increase from just over 20% in 2012. This growth aligns with the shifting demographics of Washington County, where 26.4% of residents are from minority backgrounds. HCC's ability to outpace the county's diversity reflects its commitment to creating an inclusive and welcoming environment for all students. By adapting to these changes, the College continues to strengthen its role as a cornerstone of educational access and workforce development in the region.

In fall 2023, 32 percent of credit students were enrolled full-time and 68 percent were enrolled part-time. In fall 2023, 34 percent of students were male and 66 percent were female. Approximately 72 percent of enrolled students were 25 years of age or younger. This reflects the growth of the early college access and early college degree high school population. Marketing, recruitment, and programming efforts are targeted to attain greater penetration into this traditional age population, which impacts instructional and non-instructional spaces because young students tend to enroll for more classes and spend more time on campus.

Non-Credit Enrollments

Continuing Education (CE) student demographics for FY23 show unduplicated headcount for the year was 6,590 (866.80 eligible FTE). The average age of the CE student was 37.1, and men accounted for 43.3 percent of enrollees. Courses often use curriculum developed to meet industry standards, and upon successful completion of the course, students are awarded national certification. For example, HCC partners with agencies to provide nationally tested and normed curriculum for supervisory and management business programs. In other instances, curriculum is developed and submitted to agencies for approval. Examples of such programs include nursing as well as real estate courses approved by the State real estate commission. Additionally, student evaluations within credit-free classes address questions related to quality of the instruction, course material and expected outcomes.

Off-Campus Instructional Sites

The College has offered off-campus programs for most of its history at its current location. Though off-campus sites enhance accessibility by establishing a post-secondary presence at strategic and convenient locations, many of the College's off-campus sites were established because of a lack of adequate space or facilities on-campus.

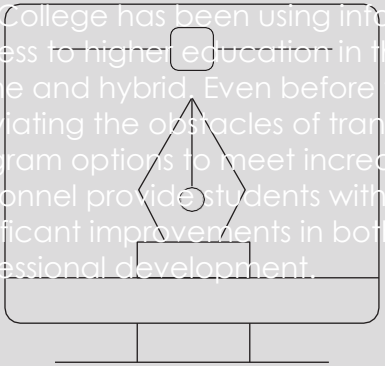
HCC has offered classes for non-credit courses since 1995 at its Valley Mall Center (VMC). The mall location, at the crossroads of Interstates

70 and 81, provides the community with a viable option for educational opportunity as accessibility is enhanced by convenience. Credit offerings began at the VMC over a decade ago.

HCC has been involved in prison education since 1969. Credit-free courses have been offered at Maryland Correctional Institution, Maryland Correctional Training Center and Roxbury Correctional Institute, all located in Washington County south of Hagerstown. Vocational programs include carpentry; basic electrical wiring; masonry; plumbing; meat cutting; HVAC; and graphic arts. Instructional programs include adult basic education; reading and basic education math; and transition and employment readiness courses.

HCC's Commercial Vehicle Training education and training program is currently located at a leased location in an industrial park near the Washington County Regional Airport with plans to move to the new NACC (Bowman Center) facility upon completion. The program helps meet the increased workforce needs of trucking, warehousing and manufacturing businesses in the service region. To date, HCC's capacity to expand programming on campus has been limited by the lack of a dedicated driving range, facilities, and insufficient equipment (e.g., tractors, trailers). The new facility will alleviate these limitations allowing the program to expand.

Distance Education and Online Learning



The College has been using information technology in instruction for many years to improve learning and curricula, as well as to increase access to higher education in the service area. Courses, as well as several programs, have been delivered in two modalities - exclusively online and hybrid. Even before the COVID-19 pandemic, distance education allowed students to take classes that fit their schedules, alleviating the obstacles of transportation, time and space. As an institutional priority, faculty continue to expand online course and program options to meet increased student demand for distance education offerings. Similarly, student services and academic support personnel provide students with supplemental online support services needed for them to succeed. This project has brought about significant improvements in both the process and outcomes of web-based educational applications, as well as related employee professional development.

Projected Enrollment

Based upon Maryland Higher Education Commission (MHEC) enrollment projections, Hagerstown Community College is projected to see a 23% growth in overall headcount from fall 2022 through fall 2032, including a 37% increase in full-time enrollment and a 17% rise in part-time enrollment. Full-time equivalent (FTE) enrollment is anticipated to grow by 35%, with a similar increase in full-time day equivalents (FTDE). While these projections offer a baseline for planning, they may not fully capture the complexities of local demographics, regional economic factors, and shifting educational trends that impact enrollment patterns.

Table 1
MHEC Projections of Credit Headcount, Full-Time Equivalent and Full-Time Day Equivalent Enrollment

	FALL 22 FY 23 Actual	FALL 23 FY 24 Projected	FALL 24 FY 25 Projected	FALL 25 FY 26 Projected	FALL 26 FY 27 Projected	FALL 27 FY 28 Projected	FALL 28 FY 29 Projected	FALL 29 FY 30 Projected	FALL 30 FY 31 Projected	FALL 31 FY 32 Projected	FALL 32 FY 33 Projected	% Change 2023-2033
Full-time	1,129	1,532	1,551	1569	1,570	1,570	1,571	1,571	1,572	1,580	1,589	**41%**
Part-time	2,367	2,796	2,821	2,847	2,856	2,865	2,873	2,882	2,891	2,901	2,911	**23%**
Total Headcount	3,496	4,328	4,372	4,416	4,426	4,435	4,444	4,453	4,463	4,481	4,500	**29%**
FTES	2,144	2,899	2,931	2,963	2,967	2,971	2,975	2,979	2,983	2,997	3,011	**40%**
FTDES	1,343	1,817									1,887	**40%**

A more realistic approach to enrollment forecasting accounts for nuanced factors such as slower high school graduation rates in the region, modest but steady growth in adult learners and non-traditional students, and HCC's increased focus on dual enrollment and workforce development programs. Migration from metropolitan areas, driven by the affordability and quality of life in Washington County, is likely to contribute to enrollment growth, albeit at a more measured pace than MHEC projections suggest. Incorporating these variables allows for more grounded estimates, guiding planning efforts that are responsive to both current realities and emerging opportunities.

More tailored projections emphasize the importance of aligning facilities planning with realistic growth scenarios to ensure HCC is prepared to meet future needs without overextending resources. Investment in flexible, multi-purpose spaces, robust student support services, and technology-driven learning environments will be key to accommodating shifts in enrollment patterns while maintaining HCC's commitment to access, affordability, and excellence. By adopting a data-informed and adaptable approach, the College can effectively navigate the complexities of future enrollment and ensure sustainable growth.

Credit

	24/FA		25/FA		26/FA		27/FA		28/FA		29/FA		30/FA		31/FA		32/FA		33/FA		34/FA	
	Actual		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected	
Undergraduate	**3010**	**5.5%**	**3038**	**0.9%**	**3114**	**2.5%**	**3191**	**2.5%**	**3267**	**2.4%**	**3344**	**2.3%**	**3420**	**2.3%**	**3496**	**2.2%**	**3573**	**2.2%**	**3649**	**2.1%**	**3726**	**2.1%**
Full-Time	1146	0.3%	1185	3.4%	1215	2.5%	1244	2.5%	1274	2.4%	1304	2.3%	1334	2.3%	1364	2.2%	1393	2.2%	1423	2.1%	1453	2.1%
Part-Time	1864	8.3%	1853	-0.6%	1900	2.5%	1946	2.5%	1993	2.4%	2040	2.3%	2086	2.3%	2133	2.2%	2179	2.2%	2226	2.1%	2273	2.1%
Dual Enrolled	**2078**	**-19.5%**	**2050**	**-1.3%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**	**2050**	**0.0%**
Full-Time	211	-17.9%	200	-5.2%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%	200	0.0%
Part-Time	1867	-19.6%	1800	-3.6%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%	1800	0.0%
Total Credit	**5088**	**-6.5%**	**5088**	**0.0%**	**5164**	**1.5%**	**5241**	**1.5%**	**5317**	**1.5%**	**5394**	**1.4%**	**5470**	**1.4%**	**5546**	**1.4%**	**5623**	**1.4%**	**5699**	**1.4%**	**5776**	**1.3%**

Noncredit

	24/CEFA		25/CEFA		26/CEFA		27/CEFA		28/CEFA		29/CEFA		30/CEFA		31/CEFA		32/CEFA		33/CEFA		34/CEFA	
	Actual		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected		Projected	
Intent ABC	1732	-25.3%	1894	9.3%	1933	2.1%	1972	2.0%	2011	2.0%	2050	1.9%	2090	1.9%	2129	1.9%	2168	1.8%	2207	1.8%	2246	1.8%
Intent DE	858	56.9%	710	-17.2%	725	2.1%	740	2.0%	754	2.0%	769	1.9%	784	1.9%	798	1.9%	813	1.8%	828	1.8%	843	1.8%
NFCE	215	20.1%	264	22.9%	270	2.1%	275	2.0%	281	2.0%	286	1.9%	292	1.9%	297	1.9%	303	1.8%	308	1.8%	313	1.8%
Total Noncredit	**2805**	**-2.1%**	**2869**	**2.3%**	**2928**	**2.1%**	**2987**	**2.0%**	**3046**	**2.0%**	**3106**	**1.9%**	**3165**	**1.9%**	**3224**	**1.9%**	**3284**	**1.8%**	**3343**	**1.8%**	**3402**	**1.8%**

HCC Employees

Employee classifications are analyzed in regard to verifiable outcomes produced, and adjustments may be made annually to the number and function of all classifications, especially during difficult economic times. However, what is most important is that the College continues to plan for future staffing to address priority needs within the limitation of available resources; especially in areas where understaffing may negatively impact the institutional mission. The staffing model for the future must take into account external changes to the workforce such as retirements of baby boomers and entry by millennials and gen z. These are very different types of employees and have very different work styles, which adds to the challenge of human resource management, but also adds to the diversity of thought and potential for process improvement.

Of the 594 employees reported in MHEC's Employee Data System in fall 2023, 283 or 47.6 percent were full-time. In terms of instruction, full-time (75) and adjunct (112) credit instructional faculty account for 31.5 percent of all employee classifications. Continuing Education instructors account for 6.9 percent of all employees.

Employee Projections

The College has kept pace with staffing and workforce development, including providing adequate office space and other support facilities. HCC has done a good job maintaining the correct number of faculty and non-faculty staff needed to sufficiently support the enrollment projections. The faculty and staff projections seen in Table 2 are based upon CCL Table 2 and parallel the anticipated enrollment and revenue increases, which drive facilities planning and needs. It is important to note that projected positions may be newly created or be created when funds are reallocated from one unit to another to support a position in a unit with greater need, regardless of employee classification. Positions or funds for positions, as well as support resources, are reallocated if they better meet students' needs, maximize efficiency and support the College's vision and priorities. As part of HCC's annual planning process, the need and prioritizations of new or replacement full-time faculty positions are reviewed and driven by institutional priorities, program growth and anticipated community needs. Although the projections reflect anticipated needs overall, growth in health sciences and high demand programs make these high priorities in the allocation of the new faculty positions, which, in turn, impact facilities planning and budgeting. HCC maintains acceptable faculty ratios in allied health programs, i.e. health sciences, which must follow accreditation standards or where there is competition with private industry. Projections (Table 2) based upon the CCL show that within the decade full-time credit faculty are showing a slight increase of new or reallocated positions. Projected growth is based on the College's goal to increase its ratio of FTE staff to FTE faculty, a staff planning goal comparable to benchmark institutions.

Table 2 *
Workforce Projections: Fall 2022 – 2032
(Based upon CCL tables, July 2023)

MHEC Planning Classification	Actual Fall 2022	Projected Fall 2032	Ten year % Change
Full-time Faculty	76		X%
Part-time Faculty	145		X%
FTE Faculty*(FTEF)	114		X%
Full-time Staff	208		X%

* Data collection in process.

Needs Analysis

From fall 2025 through fall 2035, anticipated shifts in student enrollment, coupled with planned building projects, will significantly impact campus space at HCC. These projects include the renovation of the ASA building, athletic facilities and construction of a new Wellness Center Building.

Currently, HCC faces a space deficit of approximately 500 net assignable square feet (NASF) based on space guidelines applied to its existing inventory. By 2029, this deficit is projected to grow to 34,000 NASF. Space shortages are anticipated in 9 of 14 major room use categories when applying the Maryland Higher Education Commission's Space Guidelines for Four-Year Public Institutions, with the remaining five categories showing surpluses. These figures highlight the critical need for updated and expanded campus facilities to meet the demands of a growing student population and evolving educational needs.

Projected Space Needs

Projected space needs for Hagerstown Community College reflect both the growing demand for modern, adaptable learning environments and the expansion of academic and workforce programs. As student enrollment patterns shift and programs evolve, the College requires facilities that support diverse modes of instruction, including traditional classroom settings, hybrid learning, and hands-on training. General classroom spaces must be flexible and equipped with advanced technology to accommodate a wide range of teaching methods, while specialized labs and studios must align with the specific needs of high-demand fields such as healthcare, technology, and skilled trades. Additionally, increased enrollment in workforce development programs necessitates the expansion of training spaces tailored to industry standards.

Beyond academic spaces, the College anticipates the need for enhanced student support and community engagement facilities. As student demographics diversify, the demand for services such as advising, tutoring, study spaces, and wellness support continues to grow, requiring additional offices and multipurpose areas to deliver these resources effectively. An often-overlooked yet essential component of this growth is the need for adequate storage spaces to support the increasing volume of equipment, supplies, and materials required by both academic and non-academic programs. Efficient storage solutions will ensure that campus operations remain organized and resources are easily accessible, allowing instructional and support spaces to function optimally.

Community partnerships also play a significant role in shaping HCC's space needs, with facilities that can host events, collaborations, and shared-use opportunities becoming increasingly important. These collaborative initiatives often require secure and specialized storage for shared equipment, event materials, and program-specific resources. By incorporating flexible and well-planned storage areas into its Facilities Master Plan, HCC can streamline operations, reduce clutter in high-traffic areas, and support the diverse needs of its students, faculty, and community partners. Addressing these storage requirements is vital to maintaining a vibrant, functional, and inclusive campus environment capable of meeting the challenges of the future.

In contrast to the computed space requirements according to MHEC guidelines, examination of curriculum requirements for teaching space versus anticipated enrollment does not indicate that a significant expansion of teaching space is needed. The college perceives

that social, study and office spaces need to be redistributed and expanded, rather than instructional spaces.

These figures underscore the critical need for updated and expanded campus facilities to accommodate the growing student population, support evolving educational needs, and foster a vibrant, inclusive community that enhances both academic and social experiences.

Program-based Needs

Program-based needs are a cornerstone of Hagerstown Community College's Facilities Master Plan, ensuring that campus spaces align with the evolving demands of its academic and workforce programs. With a growing emphasis on healthcare, technology, and skilled trades, HCC must expand and modernize its facilities to accommodate hands-on training and state-of-the-art equipment. Programs in allied health, for example, require advanced simulation labs, clinical training areas, and spaces for interprofessional education. Similarly, technology and cybersecurity programs demand specialized classrooms equipped with cutting-edge hardware, secure data systems, and flexible layouts that support collaborative learning. These enhancements not only meet current academic requirements but also position HCC as a leader in workforce development and career readiness.

The Facilities Master Plan also addresses the need for adaptable spaces that support emerging fields and interdisciplinary programs. As industries evolve, so too do the educational pathways needed to prepare students for future careers. Programs that integrate new technology are gaining momentum and require facilities that can adapt to changing technology and pedagogical methods. Flexible lab spaces, modular classrooms, and multipurpose areas allow HCC to respond quickly to these shifts, ensuring that students have access to relevant and high-quality learning environments. These spaces are also essential for fostering innovation and collaboration, enabling faculty and students from diverse disciplines to work together on real-world challenges.

Additionally, the Facilities Master Plan recognizes the importance of integrating support services into program-specific spaces to promote student success. Academic support centers, tutoring services, and advising offices strategically located near program hubs create a seamless experience for students, reducing barriers to accessing resources. For example, centralized advising and support all students ensures targeted assistance and fosters a sense of community. By focusing on program-based needs, the Facilities Master Plan reinforces HCC’s commitment to delivering education that is not only accessible and inclusive but also directly aligned with the demands of a rapidly changing workforce.

Environmental Scan

The environmental scan for Hagerstown Community College's Facilities Master Plan provides a comprehensive analysis of the internal and external factors influencing campus development, ensuring the plan aligns with the College’s mission and positions it for future success. This analysis captures current conditions and anticipates trends that will impact HCC's facilities and infrastructure.

Internal Factors

HCC's student population continues to evolve, reflecting both regional demographics and national trends. Current enrollment data indicates a diverse student body with a number of nontraditional learners, adult students, and those requiring specialized support services. Projections suggest modest enrollment growth over the next decade, with particular emphasis on workforce-driven programs and career pathways in healthcare, technology, and skilled trades.

An inventory of existing facilities highlights both strengths and challenges. While many buildings support modern academic and operational needs, several spaces are aging, underutilized, or no longer align with current pedagogical approaches, such as flexible and collaborative learning environments. Space utilization analyses reveal opportunities to optimize classrooms, labs, and common areas to better meet academic and student life needs. Additionally, infrastructure assessments show a need for upgrades in utility systems, HVAC, and technology to enhance campus functionality and energy efficiency.

The Facilities Master Plan also reflects HCC's strategic priorities, including accessibility, sustainability, and safety. It aligns with the College's commitment to providing equitable opportunities for all students, ensuring ADA compliance, and fostering a welcoming environment. HCC's culture of collaboration and innovation underscores the importance of spaces that encourage engagement among students, faculty, and community partners.

External Factors

Washington County, Maryland, exhibits demographic trends that significantly influence HCC's integrated planning. As of 2024, the county's population was approximately 156,369, with a median age of 40.9 years. This median age suggests a balanced mix of working-age adults and an aging population, indicating potential opportunities for adult education and lifelong learning programs.

Educational attainment in the county reveals that 88.4% of residents aged 25 and over have completed high school, while 23.0% hold a bachelor's degree or higher. These figures highlight a substantial portion of the population that may benefit from accessible higher education and workforce development initiatives.

Housing trends in Washington County also impact the community's educational needs. The county has experienced a 5.85% population growth since 2010. This growth, coupled with evolving housing development plans, suggests a potential increase in demand for educational services, particularly in areas experiencing residential expansion.

These demographic and housing dynamics underscore the importance of HCC's role in providing educational opportunities that align with the county's evolving needs. By addressing the educational aspirations of a diverse and growing population, the College can continue to serve as a vital resource for community development and individual advancement.

Regional labor market trends in Washington County highlight both challenges and opportunities for HCC as it plans for the future. While the number of high school graduates is expected to decline gradually, the workforce landscape presents increasing opportunities for adult learners, career changers, and underrepresented populations. These shifts necessitate the development of flexible and adaptable facilities that accommodate diverse learning pathways, such as career-focused training programs, certification courses, and hybrid instruction models. HCC's ability to respond to these trends ensures its continued relevance as a key player in regional economic development.

Labor market analyses reveal robust growth in sectors such as healthcare, advanced manufacturing, and technology, all of which drive demand for targeted workforce programs and facilities. In healthcare, positions in nursing, medical assisting, and allied health fields remain in high demand, reflecting the needs of major employers such as Meritus Health, the largest healthcare provider in the region. Advanced manufacturing, another pillar of the local economy, is bolstered by employers like Volvo Group Trucks and Jamison Door Company, which require skilled workers trained in modern manufacturing technologies. Meanwhile, the technology sector, led by IT service providers, continues to expand, necessitating programs that prepare students for roles in cybersecurity, software development, and IT support.

HCC's partnerships with these and other key employers play a critical role in shaping the College's academic and training offerings. Collaboration with local industry leaders allows the College to align its facilities and programs with workforce needs, ensuring graduates are equipped with relevant skills. State-of-the-art, multipurpose spaces that integrate academics, workforce training, and community engagement are increasingly essential to meet these expectations. By leveraging labor market data and maintaining strong industry connections, HCC positions itself as a vital resource for economic growth and workforce development in Washington County and the surrounding region.

Environmental and Technological Conditions

HCC's campus resides within a region experiencing both the challenges and opportunities associated with climate change. The Facilities Master Plan incorporates strategies to mitigate climate-related risks, such as flooding and extreme weather, while advancing sustainability goals through energy-efficient design and renewable energy integration.

Technological advancements are transforming higher education, and HCC is committed to remaining at the forefront. Future facilities will integrate smart technologies to support hybrid learning, collaborative workspaces, and digital student services. Infrastructure upgrades will ensure the campus can meet the demands of a technology-driven educational environment.

Future-Focused Vision

HCC's Facilities Master Plan outlines an ambitious vision for the future, designed to address enrollment changes, economic shifts, and advancements in technology while remaining firmly aligned with the College's mission to serve students and the broader community. This forward-looking plan emphasizes the creation of spaces that are not only functional and adaptable but also reflective of emerging trends and the evolving needs of modern learners.

Three cornerstone projects exemplify this vision: the renovation of the ASA building, the construction of a new Wellness Center, and the modernization of athletic fields and facilities. These initiatives are rooted in a comprehensive understanding of current conditions and are guided by a commitment to sustainability, innovation, and student success. Together, these projects will serve as the foundation for a dynamic and student-centered campus, positioning HCC to meet the challenges of the future while upholding its role as a vital resource for education, workforce development, and community enrichment.

The renovation of the ASA building is a core element of HCC's Facilities Master Plan, transforming it into a centralized hub for student services, institutional leadership, and community engagement. This project prioritizes the creation of a one-stop shop for student support, where services such as registration, enrollment, financial aid, and advising are seamlessly integrated into a cohesive and easily accessible location. The dedicated advising spaces will cater to a wide spectrum of learners, from traditional students to those pursuing workforce development and continuing education, ensuring tailored guidance and resources are available to support their diverse goals.

Beyond its functional enhancements, the renovated ASA building will house the president's leadership team, fostering a unified administrative presence that strengthens collaboration and drives strategic decision-making. This consolidation not only enhances operational efficiency but also establishes the building as a visible and approachable center for institutional leadership, embodying HCC's commitment to transparency and service.

The ASA building's transformation extends beyond the College's internal operations to improve the overall student and staff experience. Centralizing key services under one roof will reduce barriers to access, simplify navigation, and promote a more welcoming environment for current and prospective students. Additionally, the facility's modern design will reflect HCC's forward-thinking approach, making a positive impression on visitors and potential partners. By aligning its physical spaces with its mission and vision, the revitalized ASA building will play a pivotal role in supporting HCC's commitment to accessibility, equity, and meeting the needs of a diverse and dynamic student population.

The proposed Wellness Center underscores Hagerstown Community College's unwavering commitment to fostering the holistic well-being of its students. As higher education institutions nationwide grapple with a surge in mental health challenges among students, the need for dedicated wellness spaces has never been more critical. The Wellness Center will directly address the growing demand for mental health services, offering counseling, crisis intervention, and wellness education programs tailored to the diverse needs of the campus community. In addition, it will provide spaces for stress management, fostering an environment where students can thrive academically, emotionally, and personally.

National data underscores the rising prevalence of mental health challenges among college students, including anxiety, depression, and stress-related conditions. These issues not only impact students' academic performance but also their overall retention and success rates. By creating a centralized hub for mental health and wellness support, HCC positions itself as a leader in addressing these challenges, ensuring students have the resources they need to navigate the pressures of higher education. Beyond immediate support, the Wellness Center will promote preventative care through workshops, peer support groups, and wellness programming, equipping students with tools to build resilience and manage stress effectively.

The inclusion of the Wellness Center in HCC's Facilities Master Plan reflects the College's recognition that supporting mental health is essential to its long-term success. Modern campuses are expected to go beyond traditional academic offerings by providing comprehensive student services that address the whole individual. The Wellness Center will be a cornerstone of this approach, demonstrating HCC's proactive stance in meeting the evolving expectations of students and their families. It will also contribute to the College's ability to attract and retain students, as prospective learners increasingly seek institutions that prioritize mental health and well-being as part of their campus culture.

As a vital component of the Master Plan, the Wellness Center will not only enhance the campus experience for current students but also serve as a foundational element for the College's future growth and success. By prioritizing mental health and wellness, HCC reinforces its role as a forward-thinking institution that understands the critical connection between well-being and academic achievement. This commitment ensures that HCC remains a competitive, supportive, and transformative space for all who study and work there.

Improvements to HCC's athletic fields and facilities will not only enhance the student experience but also better support the success, safety, and well-being of student-athletes. Lighting on athletic fields could provide more flexible scheduling options for practices and games, ensuring that student-athletes can balance their academic and athletic commitments without missing class time. This flexibility is especially critical for students pursuing rigorous academic programs, as it allows them to fully engage in both their studies and athletic endeavors, fostering a more holistic and rewarding educational experience.

Upgraded facilities will prioritize the safety of student-athletes by addressing current risks associated with aging infrastructure and outdated playing surfaces. Modern, well-maintained fields and training areas will reduce the likelihood of injuries caused by uneven surfaces or inadequate equipment, providing a safer environment for both practice and competition. In addition, enhanced storage for equipment will ensure that athletic tools and gear are properly maintained and easily accessible, further supporting safe and effective use.

These improvements will also create a more attractive and inspiring athletic environment, fostering a sense of pride among student-athletes and the broader campus community. Modernized facilities will meet competitive standards, providing spaces that not only support athletic excellence but also appeal to prospective students, enhancing recruitment efforts for both athletics and the College as a whole. Upgrades will also include better accommodations for spectators, fostering greater community engagement and school spirit through increased attendance at athletic events.

By ensuring compliance with current accessibility standards, the upgraded facilities will support inclusivity, allowing all students, regardless of physical ability, to participate in or enjoy athletic activities. Furthermore, the enhancements will position HCC to host regional tournaments, camps, and other events, solidifying the College's reputation as a hub for athletic and community collaboration. These improvements will not only elevate the student-athlete experience but also contribute to a vibrant, active, and safe campus environment that benefits the entire HCC community.

Safety and Security

Safety and security are foundational to Hagerstown Community College's commitment to fostering a welcoming and supportive campus environment. The Facilities Master Plan prioritizes the development of spaces that enhance the physical safety and emotional well-being of students, employees, and visitors. This includes upgrading security infrastructure, such as surveillance systems, access controls, and emergency communication tools, to reflect modern standards and best practices. Thoughtful campus design, including well-lit pathways, clear sightlines, and strategically located emergency call stations, ensures that individuals feel secure as they navigate the campus. The plan also addresses critical aspects such as parking and signage, emphasizing the need for well-designed, clearly marked parking areas and intuitive signage to enhance both safety and accessibility. Improved wayfinding will ensure that visitors and campus members can easily locate buildings and resources, reducing confusion and enhancing the overall campus experience.

In addition to physical security, the plan considers the importance of fostering a campus culture of preparedness and resilience. Building enhancements will incorporate features that support emergency response efforts, including designated shelter areas and adaptable spaces for crisis management. Parking lots will be designed with safety in mind, featuring appropriate lighting, clear pedestrian pathways, and efficient traffic flow to reduce potential risks. Collaboration with local law enforcement and first responders will ensure seamless integration of campus safety measures with broader community efforts. As HCC evolves, the Facilities Master Plan ensures that safety, security, and accessibility remain central to its growth, empowering the College to create a secure, inclusive, and user-friendly environment for all who learn, work, and visit.

Relevant initiatives

The introduction of new prison education programs at Hagerstown Community College represents a significant expansion of the College's mission to provide accessible education to underserved populations. These programs will require dedicated resources, including secure technology for remote learning, specialized instructional materials, and facilities for faculty and staff training. As these programs grow, the Facilities Master Plan must address the logistical demands of supporting education within correctional institutions, including secure data infrastructure and flexible spaces on campus for staff coordination and program administration. This initiative underscores HCC's commitment to inclusivity and workforce development, extending its impact beyond traditional settings.

The opening of HCC's Northern Avenue location further expands the College's footprint and capacity to serve the community. This satellite location is envisioned as a hub for specialized programs, enhanced community engagement, and increased accessibility for students in nearby areas. The Facilities Master Plan incorporates this expansion by considering how best to integrate the Northern Avenue location into the broader campus network. This includes ensuring alignment with the College's academic offerings, providing the necessary technological infrastructure, and maintaining a seamless connection between campuses. The additional space allows HCC to address existing capacity challenges while offering new opportunities for innovation and collaboration.

The development of a new medical school in close proximity to HCC's campus presents a transformative opportunity for the College. With healthcare programs already a cornerstone of HCC's academic portfolio, the Facilities Master Plan will focus on enhancing and expanding facilities that support allied health education, such as simulation labs, clinical training spaces, and collaborative learning environments. Partnerships with the medical school can foster shared initiatives, such as internships, research opportunities, and community health projects, requiring HCC to prepare its campus to accommodate these collaborations. Proximity to the medical school also positions HCC as a key pipeline for future healthcare professionals, necessitating investments in state-of-the-art spaces that align with industry standards.

The continuing impact of Maryland's Blueprint for the Future shapes every aspect of HCC's planning and operations. With its focus on expanding access, equity, and quality in education, the Blueprint requires facilities that support innovative teaching methods, robust student support services, and pathways to high-demand careers. The Facilities Master Plan reflects these priorities by incorporating flexible learning spaces, technology-enhanced classrooms, and infrastructure that accommodates both in-person and hybrid instruction. Additionally, as the Blueprint emphasizes workforce readiness, the plan accounts for expanding programs in technical fields, requiring modern labs, collaborative spaces, and industry-aligned training environments. Together, these developments ensure that HCC remains a leader in responding to the educational and economic needs of the region.

Sustainability

Sustainability is an important aspect of HCC's Facilities Master Plan, reflecting the institution's commitment to environmental stewardship and long-term operational efficiency. Solar energy projects are a cornerstone of these efforts, providing a renewable energy source that significantly reduces the campus's carbon footprint while lowering utility costs over time. The integration of solar panels across campus facilities not only aligns with HCC's sustainability goals but also creates opportunities for operational savings, freeing up resources that can be redirected toward academic and student support initiatives.

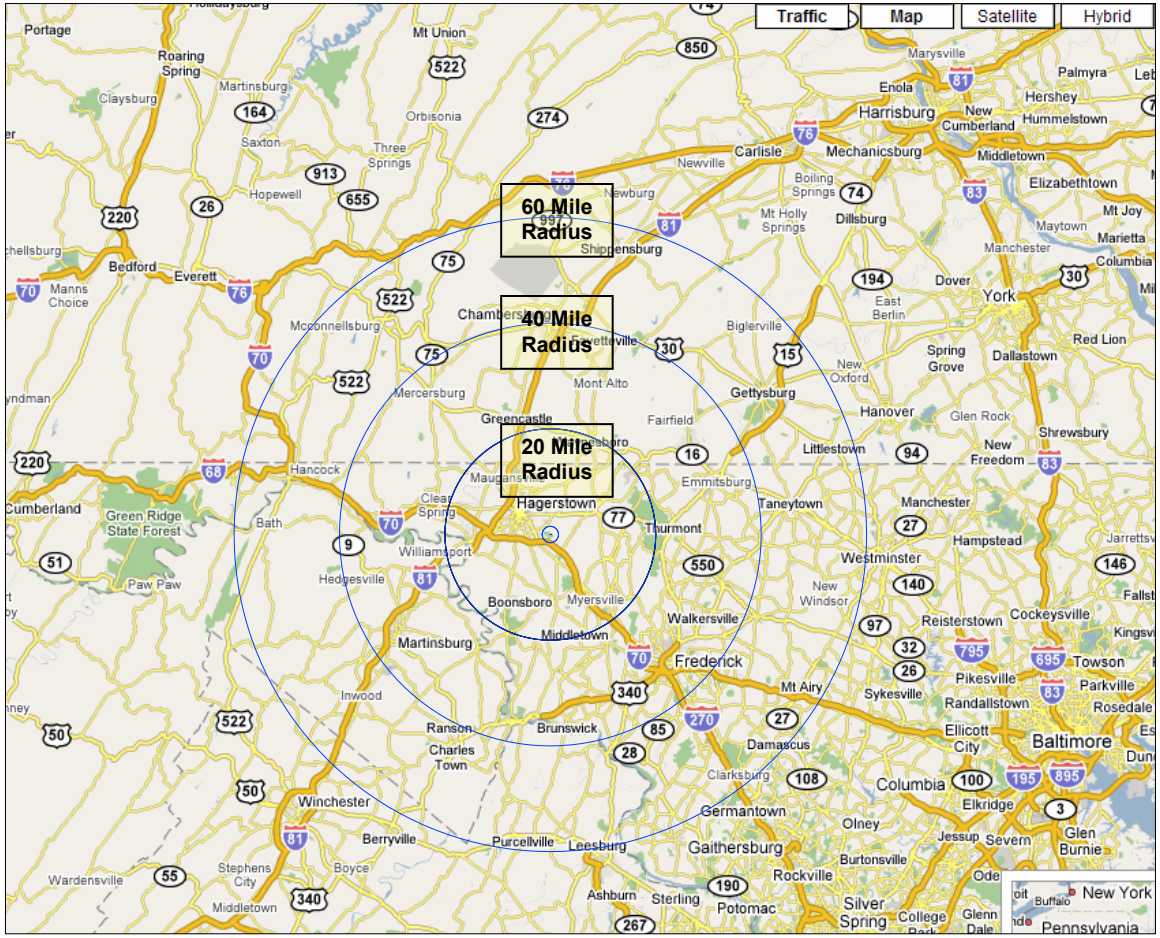
These efforts underscore HCC's dedication to financial prudence and environmental responsibility, establishing the College as a sustainability leader within the region.

The emphasis on sustainability extends beyond energy generation to encompass all aspects of campus design and renovation. The Facilities Master Plan prioritizes energy-efficient materials, water conservation systems, and improved insulation in new construction and facility upgrades. These measures are projected to yield significant long-term cost savings by reducing energy consumption and maintenance expenses.

By integrating sustainability into its Facilities Master Plan, HCC fosters a campus culture that values environmental responsibility while positioning itself as a leader in sustainable practices within higher education. These initiatives not only enhance the College's reputation but also prepare students to lead in a world increasingly focused on green technologies and sustainable development. HCC can collaborate with community partners, including local businesses and government agencies, to develop sustainability-focused internships and projects that enhance workforce readiness and community impact. In doing so, HCC fulfills its mission to serve as an innovative, resource-conscious institution that benefits its students, the community, and future generations.

Map 1

Hagerstown Community College Commuting Region



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Existing Facility Inventory

The HCC Robinwood Campus comprises fourteen major buildings or facilities, and several smaller storage and support buildings. Many of these buildings were originally constructed at the time the Robinwood campus was developed, and have been modified or upgraded since that time. Nearly every building has been renovated at some point in the past sixty years, and some are ready for their second renovation. In particular, the Advanced Technology Center renovation is now in the design phase, while the Administrative Services Building is slated to be renovated and expanded. The Athletic Recreation Community Center is proposed for its first full renovation in the next ten years.

Facility conditions are generally assessed as good, with the three buildings mentioned above requiring renovation. There is a substantial backlog of individual maintenance projects, including roof replacement, replacement of individual HVAC components, and campus utility infrastructure projects. Individual facility summaries follow:

Administrative and Student Services Building (ASA)
The ASA houses the offices of the President and administrative staff, Admissions, Registration and Records, Financial Aid, and the Children's Learning Center. The building was last renovated in 2004. Its systems have reached the end of their anticipated lifetimes. The roof was evaluated as failed in 2023, and requires replacement as soon as possible.

The ASA is planned for FY 28-29 for a major renovation and expansion to consolidate student services and administrative facilities into a single building. A renovation of the child care center is planned as well.

Advanced Technology Center (ATC)
The Advanced Technology Center (ATC) houses the Technology and Computer Studies division, and facilities support functions. Due to limited space in the Administration and Student Affairs Building, the Planning and Institutional Effectiveness division and the VP of Finance are located in the ATC. Design is presently underway for a complete renovation of the building. The renovation will address systems and functional deficiencies. Until the ASA is renovated, the ATC will continue to house Finance and Planning and Institutional Effectiveness. Once the ASA renovation takes place, these functions will move to the ASA, and the vacated space will become classroom space.

THE ATC was last renovated in 1989, when it was converted from a gymnasium to instructional space. All systems will be replaced in the planned renovation.

Amphitheater (AMP)
The Amphitheater was built in 2000 as a project undertaken by the HCC Alumni Association. It includes a 3,667 square foot entry building and a 3,698 square foot theater facility. It contains 672 permanent seats, 2 dressing rooms, a concession stand and ticket booth. The facility is in good condition, with no major renovations required in the master plan's time frame.

Athletic Recreation and Community Center (ARCC)
The building houses an arena with a seating capacity of 5,230, classrooms, the College's Fitness Center, and the Washington County Recreation Department. A variety of large-scale and community activities take place in the ARCC.

Although some systems, such as the main arena HVAC, have been replaced and updated, the facility is in need of a full renovation to meet current functional expectations, replace worn finishes, and to address ADA concerns. The roof his in good condition overall, but requires attention to leaks in some areas.

The Maryland Stadium Authority is undertaking a planning exercise to determine appropriate programming for a full building renovation. Work on this study is expected to commence in 2025.

Behavioral Sciences and Humanities Building (BSH)
Facilities for English, Behavioral Sciences and Humanities are housed in the building, along with a 206-seat auditorium. The Fletcher Faculty Development Center is also accommodated in the BSH building. The BSH was built in 1966, and underwent renovations in 2002 and 2012. Renovations consisted of upgrading HVAC, electrical and architectural features while also implementing a new functionality design of the building.

Systems in the BSH are generally up to date. The roof is in poor condition and is planned for replacement after 2028.

Career Programs Building (CPB)
This building houses Allied Health Sciences, including Nursing, Certified Nursing Assistants, Radiography, Phlebotomy, Dental Assisting and Paramedic Training. It also houses the IT Department (including servers), Reprographics, Industrial Technology, Continuing Education, the mail room and Central Store, and the Valley Eatery. A conference/meeting center is also located there.

The building was built in 1966 and fully renovated in 2009. Some of the systems are reaching the end of their life expectancies. Systems at present are performing satisfactorily. A roof replacement is planned for FY 2026.

Center for Business and Entrepreneurial Studies (CBES)
The CBES offers entrepreneurs, start-up manufacturers, and technology-oriented firms low-rent facilities and services for us in their first critical years. Office suites, open manufacturing space, wet labs, and conference areas are available with infrastructure support for advanced telecommunications needs.

The building was fully renovated in 2020-2021. Systems are in good condition. However, the existing roof remained, and is in poor condition. Replacement is scheduled for FY 2027.

Central Plant (CP)
This building houses the boilers and circulating pumps for generating and distributing hot water for heating. The chillers and circulating pumps are located in this building as well. The heating and cooling equipment support the central campus loop system.
The roof is in poor condition, and is to be replaced in FY 2025.

While the chillers are relatively new, they are in fair condition and are recommended for replacement in the near future. A backup power generator is planned to power essential equipment.

Energy and Trades Training Center (ETTC)
The Energy and Trades Training Center offers courses concerning plumbing, electrical, and HVAC systems, along with solar, wind and geothermal systems. With realignment of curriculum in these areas, the building is underutilized and somewhat isolated.
The ETTC was built in 2018. Building and systems are in good condition.

Kepler Theater (KEP)
The Atlee C. Kepler Theater houses a stage, music practice rooms, dressing rooms, and a workshop. The theater seats approximately 500 persons. The PVAEC supports the humanities department with art studios, dance studio/black box theater, music rooms both individual and ensembles. The humanities faculty has been relocated to the building.

The original building was built in 1978 and fully renovated in 2012. Systems are in generally good condition, but components are reaching the end of their service lives. The roof is in fair condition. Replacement is projected for 2026.

Learning Resource Center (LRC)
Built in 2000, the LRC houses the William M. Brish Library, the Testing and Tutoring Center, with placement testing areas, basic skills laboratories and tutoring rooms, Firearm Simulation System and general instruction space with nine classrooms and three computer and one distance learning laboratories.

With realignment of expectations for college libraries, the library is transitioning to more virtual content, reducing the need for stack space. It is expected that space will be realigned for testing and study space.

Building systems are aging and require replacement in the near term. HVAC controls are partially retrofitted from pneumatic. The roof is in generally good condition, with some leaks at the barrel roof section. The atrium lacks a smoke evacuation system, which is normally needed for three-story spaces.

Learning Support Center (LSC)
The building houses all of the different learning centers across campus in one location (Mathematics, Science, IT, and English). The Learning Center accommodates over 200 students at one time. There is also a tiered lecture space in the building for 60 people.

The LSC was built in 1986 and renovated in 1992 and 2012. Some system components are reaching the end of the life expectancies and should be considered for replacement. The roof is in fair condition, and projected for replacement in 2026.

Robinwood Center (RC)
Originally built for the Washington County Board of Education, the Robinwood Center built in 1970, and was converted from instructional and conference use to facilities use in 2011.

Systems are in generally good condition, with individual components reaching the end of their service lives.

Science, Engineering and Technology Center (STEM)+
The STEM building was built in 2012 and contains nine science labs: Engineering, Physics, Biology, Microbiology, Biotechnology, Anatomy and Physiology, Organic Chemistry, and General Chemistry Labs. STEM also houses other labs that include Cybersecurity, Alternate En-

ergy and Digital Instrumentation Lab along with 3 Computer labs. The remainder of the building is classrooms and faculty offices. The STEM building includes green roofs, rainwater recovery and treatment systems, and upgraded HVAC systems. Most building systems are in good condition. The roof is in fair condition, with replacement projected after 2028.

Student Center (SC)
The Student Center was originally built in 1966. In 2015 a two-story expansion was added to the existing building, housing the Hawk Café, Hilltop Grill, Campus Store and Student Government Association. The existing building was renovated during at the same time, and Academic Advising was relocated to the building. The offices of the Dean of Student Affairs are in the Student Center.

Systems are in generally good condition. The roof was evaluated as poor in 2023, and is scheduled for immediate replacement.

D.M. Bowman Workforce Training Center
The Bowman Workforce Center is a new HCC facility on Northern Avenue in Hagerstown. The newly-constructed facility is located in a former shopping center, and provides workforce training for a variety of skills, focusing on the trucking and logistics industry. The facility has been renovated to support these curricula.

Parking
The campus includes a total of 1,904 parking spaces, for a current need of 1,214 spaces. Although parking is presently adequate, lots are often at some distance from destination buildings. Wayfinding and accessibility for the handicapped are being addressed by a campus signage plan. However, additional measures are needed to provide better accessibility, particularly for buildings in the campus core, which is located on the summit of a low hill.

Campus Development
The Robinwood Campus covers 310.67 acres. About 130 acres are developed, with the remainder mostly wooded. The main campus is encircled by a loop road with entrances from Robinwood Drive and Scholar Drive. Parking lots are arranged around the perimeter of this loop to serve the central campus. There are several perennial streams that require stream buffer dedications in accordance with Washington County ordinances. The campus is served by a large regional stormwater facility, built before 2000. This facility has the capacity to support future campus development, distributed below ground. An aerial electric transmission runs between Robinwood Drive and Harp Road. Natural gas service is from Robinwood Drive.

Campus topography is focused on the low hill at the center of campus. As an organizing principle, it allows a compact campus center. The topography of the hill and the placement of existing parking and access points in the lower surrounding areas presents issues of accessibility for the disabled. Wayfinding is a missing element that is being addressed with a campus signage and wayfinding initiative. This will also help disabled persons to find appropriate parking and routes to their destinations.

The campus is compatible with surrounding land uses, and adjoins the Meritus medical campus to the south. Athletic fields are located outside the campus loop road adjoining undeveloped lands.

There are several site-related projects proposed for the campus. These include ADA accessibility improvements between the Learning Support Center and the Kepler Theater, a traffic circle on the entrance road from Robinwood Drive, a drop-off at the Learning Support Center, and parking lot redesign and re-striping at several locations.

IT infrastructure
A project is recommended to allow fiber optic cables to be installed to all parking lots and athletic fields to support security cameras, WIFI, and streaming services for athletic events.

New data rooms are recommended for the ASA, amphitheater, ARCC and Energy Trades Training Center.
A generator installation is recommended for the ASA building to support IT infrastructure in the building.
There is a substantial need for upgraded cooling and ventilation in IT spaces in seven major campus buildings.

Proposed Building Projects
The Administrative Services Building renovation and addition will consolidate dispersed administrative offices into a single building. The renovated space will include a one-stop student services area, and will continue to host the child-care center. This project will address deferred maintenance and accessibility, and will add approximately 5,000-6,000 net square feet to the existing building.

The Wellness Center project will provide mental health services, meeting space for student groups, and social space in a new 10,000 square foot facility in the heart of the campus. This facility will include conference areas, clinical counseling areas, a meditation and meeting space, lactation rooms, and other features oriented to student support services. The net assignable space is proposed as 7,330 square feet, located at the top of the campus hill in the center of campus.

The Athletic Recreation and Community Center was built in the 1980s, and requires renovation. The facility's needs will be studied by the Maryland Stadium Authority, whose report will provide a scope for the renovation project, adapting the facility to serve the current and future needs of the HCC community.

The Advanced Technology Center is in design, with project bidding expected in the second half of 2025

10 Year Plan Priorities

Priority 1:	NACC Renovation Project (FY22 – FY25)
Priority 2:	Advanced Technology Center Renovation (FY24 – FY27)
Priority 3	Second Entrance Drive Widening Project Phase 1 (FY23 – FY27) Phase 2 (FY27 – FY 28)
Priority 3:	ASA Renovation (FY27 – FY28)
Priority 4:	Renewable Energy Project – Solar Array (FY26 – FY28)
Priority 5:	Athletic Complex Upgrades (FY28 – FY33)
Priority 6:	HCC Wellness Center (FY26 – FY28)
Priority 7:	Career Programs Roof Replacement (FY29)
Renewal Grant:	Roof Replacements (FY27-FY29)
Renewal Grant:	Paver Replacements (FY25)
Renewal Grant:	Campus Roads and Parking Lot (South/East) Overlays Project (FY29 & FY31)
Renewal Grant	Chiller Replacement Project (FY30)

Sustainability

Sustainability is an important aspect of HCC's Facilities Master Plan, reflecting the institution's commitment to environmental stewardship and long-term operational efficiency. Solar energy projects are a cornerstone of these efforts, providing a renewable energy source that significantly reduces the campus' carbon footprint while lowering utility costs over time. The integration of solar panels across campus facilities not only aligns with HCC's sustainability goals but also creates opportunities for operational savings, freeing up resources that can be redirected toward academic and student support initiatives. These efforts underscore HCC's dedication to financial prudence and environmental responsibility, establishing the College as a sustainability leader within the region.

11400 Robinwood Drive
Hagerstown, Maryland 21742
(240) 500-2000

www.hagerstowncc.edu

03 Assessment and Facility Analysis

Campus Development

The Robinwood Campus covers 310.67 acres. About 130 acres are developed, with the remainder mostly wooded. The main campus is encircled by a loop road with entrances from Robinwood Drive and Scholar Drive. Parking lots are arranged around the perimeter of this loop to serve the central campus. There are several perennial streams that require stream buffer dedications in accordance with Washington County ordinances. The campus is served by a large regional stormwater facility, built before 2000. This facility has the capacity to support future campus development, distributed below ground. An aerial electric transmission runs between Robinwood Drive and Harp Road. Natural gas service is from Robinwood Drive.

Campus topography is focused on the low hill at the center of campus. As an organizing principle, it allows a compact campus center. The topography of the hill and the placement of existing parking and access points in the lower surrounding areas presents issues of accessibility for the disabled. Wayfinding is a missing element that is being addressed with a campus signage and wayfinding initiative. This will also help disabled persons to find appropriate parking and routes to their destinations.

The campus is compatible with surrounding land uses, and adjoins the Meritus medical campus to the south. Athletic fields are located outside the campus loop road adjoining undeveloped lands.

There are several site-related projects proposed for the campus. These include ADA accessibility improvements between the Learning Support Center and the Kepler Theater, a traffic circle on the entrance road from Robinwood Drive, a drop-off at the Learning Support Center, and parking lot redesign and re-striping at several locations.

Type of Usage	Number of Acres
Buildings	**12**
Playing Fields	**10**
Lawn	**35**
Storm Water	**10**
Forest Conservation	**46**
Wetlands	**2**
Parking/Roadways	**24**
Undeveloped	**180**

TOTAL	**319**

Redbud Ln
Partridge Trl
Pheasant Trl
Bluebird Ave
Turners Ln
Robinwood Dr
Sun Valley Dr
Woodbridge Ave
Rolling Green Pl
Selema Dr
Kings Crest Blvd
64
THE BOARD OF TRUSTEES OF HAGERSTOWN COMMUNITY COLLEGE
HAGERSTOWN COMMUNITY COLLEGE
TRIAD ENGINEERING INC.
DETAIL "A"
DETAIL "B"
© 2007 Europa Technologies
© 2007 Navteq
Google
1407 ft
Pointer 39°38'07.76" N 77°39'51.19" W elev 561 ft
Streaming 100%
Eye alt 5478 ft

Property Line – Southern Campus and campus core

Existing Facility Inventory

The HCC Robinwood Campus comprises fourteen major buildings or facilities, and several smaller storage and support buildings. Many of these buildings were originally constructed at the time the Robinwood campus was developed, and have been modified or upgraded since that time. Nearly every building has been renovated at some point in the past sixty years, and some are ready for their second renovation. In particular, the Advanced Technology Center renovation is now in the design phase, while the Administrative Services Building is slated to be renovated and expanded. The Athletic Recreation Community Center is proposed for its first full renovation in the next ten years.

Facility conditions are generally assessed as good, with the three buildings mentioned above requiring renovation. There is a substantial backlog of individual maintenance projects, including roof replacement, replacement of individual HVAC components, and campus utility infrastructure projects. Individual facility summaries follow. The systems summaries are condensed from much a more detailed facility assessment report.

Administrative and Student Services Building

ASA

HEGIS: (ASA)		Area:	
Classroom:		Net:	14,414
Lab:		Gross:	23,972
Office:	11,244	Efficiency:	.60
Study:			
Special Use:		Floors:	1
General Use:		Constructed:	1966
Support:			
Other Org:	3,170		

The ASA houses the offices of the President and administrative staff, Admissions, Registration and Records, Financial Aid, and the Children's Learning Center. The building was last renovated in 2004. Its systems have reached the end of their anticipated lifetimes. The roof was evaluated as failed in 2023, and requires replacement as soon as possible.

The ASA is planned for FY 28-29 for a major renovation and expansion to consolidate student services and administrative facilities into a single building. A renovation of the child care center is planned as well.

Year Built	1966		Comments
GSF	23,972		CLC HVAC replaced in 2003. Total renovation of the building completed in 2004, including new roof. Roof installed by York Roofing 20-year John Mansville Warranty
Roof	2004 – Built-up Asphalt		
HVAC	Central Plant		
Renovations	2004		
Address	11439 Academic Blvd.		
Background: The former Administration Building, built in 1966, was renovated into the Administration and Student Affairs Building (ASA), which re-opened in Spring 2004. Enlarged from 17,000 to 23,972 square feet, the ASA is primarily dedicated to student and financial services, as well as the Children's Learning Center (CLC) and several executive offices, including the Office of the President and Board Room. 2021 HCC rented the CLC to an outside company for operation.			
The ASA is projected to be renovated and expanded in a future capital project.			
Unique functions: Child care center occupies a separate portion of the building			

Administration and Student Affairs (ASA) Building

ASA

SYSTEMS:

Mechanical:

The rooftop air handler uses chilled and heated water from the central plant to VAV terminal units. The unit was installed in 2004, and has a 15-year life expectancy. VAV units are expected to last 20 years. Controls are pneumatic. A system replacement is planned in two years.

A DX cooling unit for the IT closet dates to 2004 and should be replaced.

Chilled and heating water pumps were installed in 1998 and are in poor condition, far beyond their life expectancy.

Sewage ejector pumps date to 1998 and are in poor condition. Similarly, the sump pump dates to 1998.

While the 200 water heater is in good condition, it should be replaced as it has exceeded its life expectancy.

Electrical

Emergency power is provided by a natural gas-powered 25kw 208/120V 3-phase 4-wire Kohler generator. It is 17 years old, with an expected life of 30 years.

A college-owned 225kVA transformer supplies the ASA from the campus 12.47IV loop. Power is routed through a 350A 480/277V service, installed in 2003. Panelboards are similar in age. Replacement will be due in the next ten years.

Light fixtures use LED lamps.

The original campus telecommunication equipment and wiring is in the building but no longer being used per discussion with HCC personnel. It has been abandoned in place. There is a new telecommunication room in room 1017.

Security/Alarms

An emergency broadcast system will broadcast a message via a speaker system located on the roof of the Advanced Technology Center (ATC) building. Building alarms are EST2 and Siemens Cerberus systems.

Administration and Student Affairs (ASA) Building

ASA

FUNCTIONAL DEFICIENCIES:

The Children's Learning Center requires continual maintenance and custodial attention to meet accreditation standards. Space is limited and administrative functions are dispersed to other buildings.

IMPROVEMENTS:

2004: Major renovation
2006: Roof replaced2009: New playground equipment installed in the CLC.
2015: Academic Advising, JTSR and the Information Center were relocated to the Student Center.
2017 Renovations to Financial Aid, Registration and newly created Conference Room

CONDITION:

Interior finishes are generally in good condition.
Exterior is aging. No serious deficiencies were noted.
The children's outdoor play area should be renovated to remove accumulated mulch and to provide appropriate resilient play surfaces, shading, and privacy.
The built-up roof was evaluated in 2023 as failed, requiring immediate replacement.

LIFE SAFETY:

Sprinklered (required for day care use)
No major deviations from current life safety codes noted.

ADA:

Updated to ADA standard in effect at renovation in 2004. Generally meets 2010 ADA.

TEN YEAR CIP:

The College is planning a renovation project for FY28 – 29. Details of the CIP plans are provided in Section 6, Priority # 5

Advanced Technology Center

ATC

HEGIS (ATC):		Area:	
Classroom:		Net:	
Lab:	1,817	23,746	
Office:	11,977	Gross:	
Study:	5,846	30,786	
Special Use:		Efficiency:	.77
General Use:			
Support:	599	Floors:	2
Other Org:	3,507	Constructed:	1966

The Advanced Technology Center (ATC) houses the Technology and Computer Studies division, and facilities support functions. Due to limited space in the Administration and Student Affairs Building, the Planning and Institutional Effectiveness division and the VP of Finance are located in the ATC.

Design is presently underway for a complete renovation of the building. The renovation will address systems and functional deficiencies. Until the ASA is renovated, the ATC will continue to house Finance and Planning and Institutional Effectiveness. Once the ASA renovation takes place, these functions will move to the ASA, and the vacated space in the ATC will become class room space.

The ATC was last renovated in 1989, when it was converted from a gymnasium to instructional space. All systems will be replaced in the planned renovation.

Year Built	1966		Comments
GSF	30786		Former Athletic Building renovated into classrooms in 1989
Roof	2004 - Membrane		Roof redone FY 2006 by Heidler Roofing 20 year GAF warranty
HVAC	Central Plant		Redesigned and renovated skylight 2009
Renovations	1989-Building 2009-Offices		
Address	20142 Scholar Drive		
The ATC will be completely renovated in 2026, including systems and roof replacements			
Unique functions: Building currently houses the Technology and Computer Studies division, Facilities Department, Planning and Institutional Effectiveness division, and VP of Finance.			

Advanced Technology Center

ATC

SYSTEMS:

Mechanical

Last renovated in 1989.

Served by three air handling units, supplied from the central plant. All are in poor condition and will be replaced during the planned renovation. An abandoned cooling tower will be removed at the same time, but may be suitable for use elsewhere.

Two chillers served the CBES and ATC. Neither are in use and are planned for removal during renovation.

Two existing pumps are past their service life and will be replaced during renovation, since they also serve CBES. One additional pump is suitable for continued use.

Two ducted heat pumps were installed in 1989 to serve office areas. They will be removed during renovation.

Existing baseboard and cabinet electric heaters will be removed during renovation.

The water heater will be replaced during renovation.

Electrical

Both the CBES and ATC are served with 480/277V 3-phase 4-wire power, through an outdoor switchboard. The ATC service distribution panel dates to the 1989 renovation and will be replaced during renovation. Panelboards and transformers are of similar vintage and will be replaced.

Existing lights have been retrofitted with LED lamps.

The existing Honeywell Farenhyt alarm system will be replaced.

Advanced Technology Center

ATC

FUNCTIONAL DEFICIENCIES:

This building was originally the gymnasium. The lighting, finishes and general layout of the building need to be upgraded. While the building is ADA compliant, some areas are barely accessible. One room currently used for classes would be better suited for the maintenance department, since the handicapped access is via either an awkward wheel chair lift or a ramp in the maintenance shop. The mechanical systems of this building also needed to be upgraded due to inconsistent temperatures throughout the building.

A major renovation is in planning for the ATC, to be completed in 2025, with construction starting the same year.

IMPROVEMENTS:

1989	The building was converted from a gym to classroom use and renovated
2004	Roof replaced
2008	Restrooms were renovated
2009	Skylight was reconfigured and replaced
2016	Renovation of classroom space on the second floor for Advanced Manufacturing Program that includes labs and offices. EMS was upgraded

CONDITION: The roof was evaluated in 2023 to be in fair condition, with replacement projected for 2027. However, a full renovation will take place in 2025-26, which will include roof replacement.

LIFE SAFETY: Sprinklered. The renovation project will bring the entire building to current life safety requirements.

ADA: Accessibility is limited. The accessible entrance is at the rear, which is not in keeping with ADA standards. Toilet facilities do not comply with ADA; the accessible stalls are only 36" wide, and other accessibility features are missing. No ADA handrails are present. The new bleachers do comply with ADA. The proposed renovation must address full accessibility to current standards.

TEN YEAR CIP: The College is planning a renovation project for FY24 – 25. Details of the CIP plans are provided in Section 6, Priority #3.

Amphitheater and Amphitheater Auxiliary t Building

AMP/AMPA

The Amphitheater was built in 2000 as a project undertaken by the HCC Alumni Association. It includes a 3,667 square foot entry building and a 3,698 square foot theater facility. It contains 672 permanent seats, 2 dressing rooms, a concession stand and ticket booth. The facility is in good condition, with no major renovations required in the master plan's time frame.

Amphitheater

Year Built	2000		Comments
GSF	3,698		2021 – New standing seam roof. Electric heaters in bathrooms; electric baseboard in concession stand and upstairs
Roof -	Standing Seam		
HVAC	Electric		
Renovations	None		
Address	11670 ARCC Lane		
Unique functions: stage, outdoor seating			
Background: The Amphitheater was built in 2000 as a project undertaken by the HCC Alumni Association. It includes a 3,667 square foot entry building and a 3,698 square foot theater facility. It contains 672 permanent seats, 2 dressing rooms, a concession stand and ticket booth. State and County capital improvement funds, Alumni Association funds and College funds were used to construct this $1 million facility.			

Amphitheater auxiliary building

Year Built	2000		Comments
GSF	3,667		2021- New standing seam roof 2023 – IT closet with 2 ton split system
Roof	Standing Seam		
HVAC	Electric Heat		
Renovations	None		
Address	11670 ARCC Lane		
Unique functions: Toilets, concessions and control booth for the amphitheater			

Amphitheater and Amphitheater Auxiliary Building

AMP/AMPA

FUNCTIONS: Outdoor performance venue

SYSTEMS:

Mechanical (Amphitheater):

The building is served by a heat pump and indoor air handling unit serving interior spaces. The building has hot water and utilizes an electric tank type water heater to serve all plumbing fixtures. There is currently no plan for renovations by the college.

Mechanical (Amphitheater Auxiliary Building):

The building is served by a VRF system serving interior spaces as well as a single DX split system serving only the IT room. The building has hot water and utilizes an electric tank type water heater to serve all plumbing fixtures. There is currently no plan for renovations by the college.

Electrical (Amphitheater):

The building electrical service is 1200 amps, 208/120 volts, three phase, four wire fed from a pad mounted transformer outside the building. The panelboard manufactured date is 1998. The two panelboards in the unconditioned space are showing surface rust on the enclosure. The average life expectancy for a panelboard is 30 years.

Interior lighting fixtures utilize LED lamps.

There is no fire alarm system.

Electrical (Amphitheater Auxiliary Building):

There is a 208/120 volt, three phase panelboard on the upper and lower levels. Both panelboards were installed in 2002. Average life expectancy for this type of equipment is 30 years.

There is no fire alarm system.

Amphitheater and Amphitheater Auxiliary Building

AMP/AMPA

FUNCTIONAL DEFICIENCIES:

The steps leading to the second floor does not have a handrail.

CONDITION:

The windows backstage are single pane and leak each time it rains

ADA:

No access to the upper level of the auxiliary building. Accessibility meets the standards of the time the facility was built.

IMPROVEMENTS: 2010: Expanded student parking has created a parking lot next to this venue created expanded parking for easier access.

New fire rated rollup backstage door was replacement.

Window sills were replaced and caulked on the second floor due to water damage from poorly installed windows.

Sinks were replaced in the Auxiliary Building restrooms.

TEN YEAR CIP: None

Athletic Recreation and Community Center

ARCC

HEGIS: (ARCC)		Square Footage:	
Classroom:	2,026	Net:	65,590
Lab:		Gross:	84,976
Office:	2,134	Efficiency:	.77
Study:			
Special Use:	44,924	Floors:	2
General Use:		Constructed:	1988
671			
Support:			
Other Org:	15,835		

The ARCC houses an arena with a seating capacity of 5,230, classrooms, the College's Fitness Center, and the Washington County Recreation Department. A variety of large-scale and community activities take place in the ARCC.

Although some systems, such as the main arena HVAC, have been replaced and updated, the facility is in need of a full renovation to meet current functional expectations, replace worn finishes, and to address ADA concerns. The roof his in good condition overall, but requires attention to leaks in some areas.

The Maryland Stadium Authority is undertaking a planning exercise to determine appropriate programming for a full building renovation. Work on this study is expected to commence in 2025.

Year Built	1988		Comments
GSF	84,976		Metal roofing system. Gutter/ flashing repairs and snowbirds installed in FY 2007 by Kline Roofing. Heat pumps monitored by energy management system and gas furnace heaters in arena, locker and shower rooms. Installed new indoor track surface (Mondo) (2009) 8 Condensing rooftop units were replaced (2009) 13 HVAC thru the wall units were replaced (2009) 9 split systems were replaced (2024)
Roof	2014-EPDM		
HVAC	Natural Gas		
Renovations	None		
Address	20175 Scholar Drive		
HVAC was recently updated. The building is being studied by the Maryland Stadium Authority for a full renovation.			
Unique functions: Basketball Courts, Indoor Track, Weight, Training and Fitness rooms			

Athletic Recreation and Community Center

ARCC

SYSTEMS:

Mechanical:

The arena is served by two packaged heat pump rooftop units. Roof mounted exhaust fans provide ventilation for the arena and ceiling fans are installed throughout to improve air circulation. DX split system heat pumps and indoor air handling units with supplemental electric heat serve both portions of the fitness center, classrooms, and office spaces. PTAC units are installed in portions of the fitness center as well as some perimeter office spaces to provide additional air conditioning and ventilation. There are three gas instantaneous tankless water heaters and one storage tank to serve all plumbing fixtures. Projected renovations are planned for 2026-2027.

All DX split systems were installed in 2023 and the average life expectancy is 15 years. The packaged heat pump units were installed in 2019 and the average life expectancy is 15 years.

The roof mounted exhaust fans were probably installed when the building was built in 1988. The average life expectancy is 20 years. Circulating fans were probably installed when the building was built in 1988. The average life expectancy is 15 years.

13 PTAC units are installed in perimeter offices, and portions of the fitness center. All units were installed in 2009 and the average life expectancy is 15 years.

Electrical:

The building electrical service is 2000 amps, 480/277 volts, three phase, four wire connected to a GE/ABB main circuit breaker switchboard. Switchboards and panels appear to be original to the 1988 building. The average life expectancy for this type of equipment is 30 years.

The building has a 100kW, 208/120 volt, three phase, four wire Kohler generator that is original to the building. Average life expectancy for this type

The fire alarm is a Silent Knight IFP-100The average life expectancy of a fire alarm system is 15-20 years. Fire alarm batteries should be replaced as recommended by the manufacturer.

Lighting fixtures utilize LED lamps.

Athletic Recreation and Community Center

ARCC

IMPROVEMENTS:

2008: Installation of a new air handling unit for the second floor.
Renovations to the locker room restrooms.
Elevator was reconditioned
New lighting installed in the lobby area

2009: Eight roof top condensing units were replaced
Thirteen HVAC through the wall units and we installed
Six 10 foot paddle fans in the arena where installed to help improve air circulation

2010: Installation of new ADA doors
New electronic lock system
Replaced indoor track surface

2011: Insulated the exterior walls

2012 Carpeted the lobby, offices and classroom spaces
Replaced heat exchangers in Arena

2013 Replaced lighting in the Arena with T5 HO
New interior doors

2014: Roof replacement with an EPDM Overlay
New plumbing and flooring were installed in the Wellness Center
New flooring installed in the men's locker room

2015-16 Replaced 23 interior doors

2017 Removed the trees in the front of the building and installed updated lighting
Screened the HVAC Units

2021 Air conditioning installed in the Arena

Athletic Recreation and Community Center

ARCC

2023: Bleachers were replaced. They are up to date with ADA access.

2024 Split Systems were replaced in the lobby and second floor
7 – 7.5 ton, 1 – 10 ton, 1 – 2 ton

FUNCTIONAL DEFICIENCIES:

The facility does not meet current standards for a venue of its kind.
Part of the building is air-conditioned. However, the gym arena, which houses commencement and many other large events, lacks air-conditioning. The facility lacks ample bleacher seating, swimming pool, racquetball courts and other common gym facilities. Lighting needs to be upgraded in the arena.

CONDITION: Finishes are worn and dated. Doors are damaged and should be replaced. There is significant groundhog activity along the north side of the building. The locker rooms need improved ventilation and light to cut down on mold and mildew. The locker room floors were refinished in 2008. The roof has had regular leak problems mainly at the juncture of the different roof levels and also leaking VFDs.

The adhered EPDM membrane roof was evaluated in good condition in 2023, with replacement projected beyond 2028.

LIFE SAFETY: Sprinklered. No major deficiencies noted, but systems should be brought to current standards.

ADA: Main toilets do not meet ADA, with only 36" ambulatory stalls. Lobby handrails do not meet ADA. Stairwall railings are not to current ADA or code.

TEN YEAR CIP: The College is planning a renovation project for FY26 – 27. Details of the CIP plans are provided in Section 6, Priority # 7

Behavioral Sciences and Humanities Building

BSH

HEGIS:		Square Footage:	
Classroom:	7,781	Net:	14,252
Lab:	883	Gross:	23,396
Office:	5,588	Efficiency:	.61
Study:		Floors:	1
Special Use:		Constructed:	1966
General Use:		Renovated:	2012
Support:			
Other Org:			

Facilities for English, Behavioral Sciences and Humanities are housed in the building, along with a 206-seat auditorium. The Fletcher Faculty Development Center is also accommodated in the BSH building. The BSH was built in 1966, and underwent renovations in 2002 and 2012. Renovations consisted of upgrading HVAC, electrical and architectural features while also implementing a new functionality de- sign of the building.

Systems in the BSH are generally up to date. The roof is in poor condition and is planned for replacement after 2028.

Year Built	1966		Comments
GSF	23,396		Formally the Classroom Building it was renovated in 2012 and renamed Behavioral Sciences and Humanities Building. The building renovations consisted of new HVAC, roof, electrical, lighting, window and doors.
Roof	2012 - 3 ply Firestone Roof		
HVAC	Central Plant		
Renovations	2002, 2012		
Address	20120 Student Circle		
Unique functions: 206 seat auditorium with stage, Fletcher Faculty Development Center and foreign language lab.			

Behavioral Sciences and Humanities Building

BSH

SYSTEMS:

Mechanical:

The BSH Building is served by four rooftop air handling units that use chilled water and heating water supplied from the central heating plant for the campus. Single duct VAV terminal units are utilized throughout to provide airflow modulation based on part loading conditions. Air handlers are in fair condition and have a 15-year life expectancy, while VAV units are expected to last 20 years.

The building has one tank type electric water heater to serve all plumbing fixtures. Its life expectancy is 15 years.

Chilled water pumps date to 2012 and are in fair condition. Heating water pumps are of similar age and are in poor condition. Both have a 20-year life expectancy.

Electrical:

The building electrical service is 480/277 volts, three phase, four wire fed from a pad mount transformer outside the building. The transformer is connected to a three pole 600A main circuit breaker distribution panelboard with a surge protection device. The panelboard has a date code of 2011that corresponds with the building electrical upgrade in 2012. The average life expectancy for this type of equipment is 30 years. The panelboard nameplate indicates a maximum ampere load of 500.

The building lighting fixtures use LED lamps.

The fire alarm system is a Silent Knight IFP-100Estimated installation date was 2012. The average life expectancy of a fire alarm system is 15-20 years. There is an Altronix and Vanderbilt security system in the building.

Behavioral Sciences and Humanities Building

BSH

DEFICIENCIES: None

CONDITION: The modified bitumen roof was evaluated as poor in 2023, with replacement in 2028 or beyond.

LIFE SAFETY: Sprinklered. No major deficiencies.

ADA: Compliant, brought to current standards in 2012. The upper level main entrance is connected to the much larger lower level by elevator. Accessible parking adjoins side entrances at the lower level.

IMPROVEMENTS: The building was completely renovated in 2012; renovations included a new roof, asbestos abatement, reconfiguration of office space and updated mechanical, HVAC, and electrical systems. ADA issues were addressed during renovations. Two broken windows had to be replaced in 2015.

TEN-YEAR CIP: N/A

Career Programs Building

CPB

HEGIS: (CP-Renovated)		Square Footage:	
Classroom:	5,727	Net:	62,142
Lab:		Gross:	91,281
23,945		Efficiency:	.68
Office:	11,511	Floors:	2
Study:		Constructed:	1967
Special Use:		Renovated:	2007-09,
General Use:	11,580	2013	
Support:			
9,379			

The Career Programs building houses Allied Health Sciences, including Nursing, Certified Nursing Assistants, Radiography, Phlebotomy, Dental Assisting and Paramedic Training. It also houses the IT Department (including servers), Reprographics, Industrial Technology, Continuing Education, a conference center, the mail room and Central Store, and the Valley Eatery. The CPB was built in 1966 and fully renovated in 2009. Some of the systems are reaching the end of their life expectancies. Systems at present are performing satisfactorily. A roof replacement is planned for FY 2026.

Year Built	1966		Comments
GSF	91,281		Lower level-new roof, FY 2001
Roof	2003 – Built-up Asphalt 2013 – Built-up Asphalt (Dental)		Upper level – new roof, FY 2003 Roofing done by Kline Roofing - 20-year warranty Roofing of courtyard for renovation by Carson Roofing. Coordinated by Kline Roofing to retain warranty.
HVAC	Central Plant Roof top		Original building was 76,003 SF. With renovations enclosed courtyard and removed enclosed greenhouse area. Net SF gain was 12,729
Renovations	2003, 2007		
Address	20106 Shea Drive		
Renovated 2009.			

Unique functions: Houses IT Department with campus servers
Houses Allied Health Sciences Department, including Nursing, Radiography, Dental Assisting, Phlebotomy, and others, with associated labs. Also houses Reprographics Department Valley Eatery, Mailroom, Central Store, Bio-tech lab, Industrial Technology lab, EMT ambulance trainer, conference center, tiered lecture hall.

Career Programs Building

CPB

SYSTEMS:

Mechanical:

The building's HVAC systems are served by the campus chilled water and heating water supply from the central heating plant. Eight air handling units, seven of which use electric heat, are served by campus chilled water to provide conditioned air throughout the building. A packaged rooftop unit with gas heat provides conditioned air to the dental lab. Multiple packaged makeup air units provide makeup air to the different lab spaces. Roof mounted exhaust fans serve either lab hood exhaust or bathroom ventilation requirements.

The mechanical room is in the basement and houses chilled water pumps, heating supply water pumps, air compressors serving dental labs, vacuum pumps, sewage ejector pumps, domestic water heaters as well as an indoor air handling unit that serves classroom spaces. Single duct VAV terminal units are utilized throughout to provide airflow modulation based on part loading conditions. The large IT server room is served by CRAC units that utilize underfloor air distribution. There is no plan for HVAC system renovations by the college, but the rooftop units appear to be in poor condition. While they have no major current issues, they should be replaced.

Other systems include air compressors for lab air service. There are 25 exhaust fans on the roof, which are in poor condition, and should be replaced. Three rooftop-mounted makeup air units for laboratory and kitchen hoods are in fair condition. Rooftop refrigeration units for the café are in fair condition and are due for replacement. Two Liebert CRAC units serve the server room. These are in good to fair condition.

Electrical:

The building electrical service is 480/277 volts, three phase, four wire fed from a pad mount transformer outside the building. The transformer is connected to a Square D 2000 ampere switchboard with a three pole 2000 ampere main circuit breaker and distribution section. The final inspection sticker has a 2009 date. The remaining panelboards and dry type transformer were installed in 2006 or 2007. Some of the 480 volt panelboards have surge protection installed. The average life expectancy for the electrical distribution equipment is 30 years.

The fire alarm panel is an EST 3 control panel. Manual pull stations, combination strobes and horn, and some smoke detectors were noted. No date was found on the equipment. We estimate the fire alarm system was installed in 2007. The average life expectancy of a fire alarm system is 15-20 years. Recommend replacement within the next five years. Fire alarm batteries should be replaced as recommended by the manufacturer.

Career Programs Building

CPB

A 230kW, 480/2777 volt, three phase, four wire Generac Generator is located outside the building in a weatherproof enclosure. It was installed in 2007. There are 3 pole 400 ampere and 3 pole 125 ampere output circuit breakers that feed a 400 ampere and 100 ampere automatic transfer switches. These devices are approaching the ends of their service lives.

Lighting fixtures utilize LED lamps.

DEFICIENCIES: The mailroom is currently located in the center of the building making large deliveries difficult. Plans to relocate this area to a new operations building are outlined in Section 6, Priority #8.

CONDITION: Roof leaks are an ongoing problem in this building. The boiler drains on the chilled water loop freeze in cold weather.

The built-up roof was evaluated as poor in 2023, with replacement projected for 2025.

LIFE SAFETY: Sprinklered. No major deficiencies noted.

ADA: Facility is generally compliant with ADA. The location of the main entrance on an upper level makes access to the lower, main level awkward, despite an elevator. Accessible parking is available next to a side entrance at the lower level.

IMPROVEMENTS: Completed February 2009, the Career Programs Building was completely renewed. It was torn down to the shell in a phased project and totally renovated. As part of the renewal, all capital equipment was replaced, the building was put on the campus central heating and cooling loop and an elevator was installed. In 2011 Radiography was relocated to create a Medical Assisting classroom. A well was drilled next to the Central Plant and is used for the fountain. Construction was completed in the lower level of the CP for a Dental Hygiene Program in 2013.

TEN YEAR CIP: The College is planning a roof replacement in FY26; details of the project can be found in Section 6, Priority 6.

Center for Business and Entrepreneurial Studies

CBES

HEGIS: (TIC)		Square Footage:	
Classroom:	2,013	Net:	20,341
Lab:	3,432	Gross:	34,302
Office:	1,084	Efficiency:	.59
Study:			
Special Use:		Floors:	3
General Use:		Constructed:	1993
Support:			2008 (Labs)
Other Org:	13,694	Renovated	2021

The CBES offers entrepreneurs, start-up manufacturers, and technology-oriented firms low-rent facilities and services for us in their first critical years. Office suites, open manufacturing space, wet labs, and conference areas are available with infrastructure support for advanced telecommunications needs.

The building was fully renovated in 2020-2021. Systems are in good condition. However, the existing roof remained, and is in poor condition. Replacement is scheduled for FY 2027.

Year Built	1993		Comments
GSF	34,302		Building supplied by Central Plant heating/cooling loop. Attached to the Central Plant cooling loop in 2005. One air handler unit supplies supplies the glass walkway that attaches the ATC and CBES buildings. Stairways have electric, fan forced heaters. Air handlers and roof top units controlled and monitored by the energy management system.
Roof	2021 – Modified Bitumen 2008 – TPO (wet labs)		
HVAC	Central Plant		
Renovations	2020-2022		
Address	20140 Scholar Drive		
Comments: 4000 SF wet lab addition completed February 2008, housing Bio-Tech start-up firms. Replacement of windows on the north side was completed in June 2008. TIC was connected to the Energy Management System 2011 Reconnected the chillers to a new cooling tower 2013 2020-2021 – The building underwent a complete renovation that included 1 AHU for the first floor and two roof units for 2nd and 3rd floor and 54 VAV's.			
Unique functions: This building serves as a business incubator.			

Center for Business and Entrepreneurial Studies

CBES

SYSTEMS:

Mechanical:

The current HVAC systems consist of outdoor and indoor air handling units that provide conditioned air to single duct VAV terminal units with hydronic reheat. The HVAC system utilizes campus chilled water and heating water supplied by the central heating plant. An air compressor provides compressed air to multiple lab spaces. Cooling only DX ductless split systems are providing conditioned air to multiple IT closets. A roof mounted upblast exhaust fan provides ventilation for the building bathrooms. A single hydronic cabinet unit convector provides heat to the vestibule area. The building has hot water and utilizes electric tank type water heaters to serve all plumbing fixtures. There is currently no future plan for renovations by the college.

The AHU serving the wet labs was installed in 2007 and is exhibiting problems. It is recommended for replacement.

It is recommended that an additional DX ductless split system serving the main electrical room be installed. There is currently no air conditioning for the main electrical room.

Electrical:

Electrical service is 480/277 volts, 3 phase, 4 wire from and outdoor pad mount transformer connected to an outdoor distribution switchboard. The pad mount transformer is fed from the campus 12.47kV loop. The outdoor distribution switchboard has a three pole 800 amp main circuit breaker, a three pole 800 amp branch circuit breaker for the Center for Business & Entrepreneurial Studies (CBES) and a three pole 600 ampere circuit breaker for Advanced Technology Center (ATC). The CBES service entrance switchboard is a Square D QED Power Style Switchboard labeled as MDP. Estimated switchboard installation date 1993. Average life expectancy for this type of equipment is 30 years. Replacement for electrical distribution equipment, including panelboards, is recommended in the near term.

The building has a diesel 150kW, 480/277 volt, three phase, four wire Generac. The manufacturer date of the electrical equipment is February of 2021.

Lighting fixtures utilize LED lamps. There is emergency notification signage in the building.

There is an EST fire alarm system installed in 2020.

Center for Business and Entrepreneurial Studies

CBES

DEFICIENCIES: None

CONDITION: Recently renovated and in good condition. The modified bitumen roof was evaluated as poor in 2023 and is scheduled for replacement in 2027.

LIFE SAFETY: Sprinklered. Guardrails at stairs were not updated during the last renovation.

ADA: While the renovation has updated most of the facility, ADA handrails are not installed at the center portion of stairways.

IMPROVEMENTS: Windows were replaced in FY 2008 because they were fracturing from stress fatigue.
The TIC has a 4,000 GSF Wet Lab addition, which opened February 2008.

2021 – The building was completely renovated.

TEN YEAR CIP: None

Central Plant

CNP

HEGIS: (CNP)			
Classroom:	N/A	Square Footage:	
Lab:			
Office:		Net:	
Study:		Gross:	3,830
Special Use:		Efficiency:	.0
General Use:			
Support:		Floors:	1
Other Org:		Constructed:	1966

The Central Plan houses the boilers and circulating pumps for generating and distributing hot water for heating. The chillers and circulating pumps are located in this building as well. The heating and cooling equipment support the central campus loop system.

The roof is in poor condition, and is to be replaced in FY 2025. While the chillers are relatively new, they are in fair condition and are recommended for replacement in the near future. A backup power generator is planned to power essential equipment.

Central Plant

CNP

Year Built	1966		Comments
GSF	3,830		2-pipe heating loop replaced with a 4-pipe, heating and chilled water loop (2000) Cooling loop Upgraded with two VAV drive units (2000) Sand filter system installed for the central loops. Stack replaced 2006 Monitored and controlled by energy management system CP hooked up to cooling loop (June 2008) 2 Rollup doors on the north end installed (2008) Drilled a 200ft. well next to the central plant to use in the cooling towers. Installed cyclone filtering system for sediment control (2012) An additional ,144 GSF was added existing building to accommodate an additional chiller A new water softener was installed for the domestic water Repair the ventilation from leaking flues into the plant (2022) **Boilers** 1- 200 hp Cleaver Brookes boiler Removed 2022 1- 400 hp Cleaver Brookes boiler (2004) Boiler Oil Tanks Removed (August 2008) 5 – Harsco Max C3000 condensing boilers installed (2011) 2 – 200 ton Fulton Condensing Boilers (2022) Replaced #1 and #2 Harsco Heat Exchangers (2022) **Chillers** 2 – 250 ton cooling towers 1 – 300 ton cooling tower 3 – 100 HP Bell & Gossett chilled water pumps installed 2015 3 – 100 HP Bell & Gossett condenser water pumps installed 2015 2 – 600 ton cooling towers installed 2016
HVAC	Central Plant		
Renovations	2000, 2015		
Address	20110 Shea Drive		

Comments: The Central Plant Heating and Cooling Capacity were evaluated as part of the planning for Arts and Science Complex and the addition to the Kepler Theater, and the chilling capacity was found to be deficient. Improvements were made in heating and cooling. A new well was drilled and is being used in the cooling tower.

Central Plant

CNP

SYSTEMS:

Mechanical:

Summary:

The building was built in 1966 and underwent renovations in 2000 and 2015 to increase the cooling and heating capacities of the central loops to be able to provide chilled water and heating supply water throughout the campus. Water-cooled chillers and the associated cooling towers were modified as needed to be able to sustain the increased cooling capacity demands of the various buildings on campus.

In 2015, additional water-cooled chillers and cooling towers were added to meet the required demands of the campus.

New gas-fired boilers were installed in 2011 and 2022 to be able to handle the increased capacities of the central loop. Additionally, chilled water, heating water and condenser water pumps within the plant were evaluated as capacities are increased and have been replaced as required.

All current chillers, boilers and cooling towers are monitored through the campus BAS. Exhaust fans provide ventilation for climate control purposes as well as refrigerant evacuation in case of leak detection. Roof mounted gravity ventilators provide make-up air during exhaust fan operation.

Chillers:

In 2011, a 650-ton McQuay water-cooled centrifugal chiller was installed due to increased campus capacity requirements. This chiller utilizes R-134a refrigerant. The chiller is mounted on a housekeeping pad with neoprene vibration isolation pads. The average life expectancy for this equipment is 23 years and should be replaced in the next 10 years due to exceeded life expectancy and increased chilled water demand for the campus. The chiller is in fair condition.

In 2015, two 750-ton variable speed Carrier chillers were installed due to increased campus capacity requirements and part load modulation capabilities. These chillers utilize R-134a refrigerant. The chiller is mounted on a housekeeping pad with neoprene vibration isolation pads. The average life expectancy for this equipment is 23 years. The chillers are in fair condition.

Central Plant

CNP

Cooling towers:

Two 250-ton cooling towers were installed on the roof as part of the transition to integrate the central cooling loop with the campus. The average life expectancy for this equipment is 20 years, and it is assumed that these cooling towers were installed in 2008. It is recommended to replace the (2) 250-ton cooling towers in the next 4-5 years.

One 500-ton cooling tower was installed on the roof in 2011 as part of the plant expansion to handle the increased campus cooling capacity requirements. The average life expectancy for this equipment is 20 years. It should be replaced in the next 6-7 years.

Two 600-ton cooling towers were installed on the roof in 2015 as part of the plant expansion to handle the increased campus cooling capacity requirements. The average life expectancy for this equipment is 20 years. It should be replaced in the next 10 years.

Boilers:

A 200-hp Cleaver Brookes gas-fired boiler was installed in 1990 and has an average life expectancy of 30 years. The boiler is in fair condition. It is recommended that this boiler be replaced as it has exceeded the normal life expectancy for this equipment.

Five Paterson-Kelley gas-fired condensing boilers were installed in 2011 and have an average life expectancy of 15 years. These boilers are in fair condition. It is recommended that all five boilers be replaced in the next 2-3 years.

Two 200-hp Fulton gas-fired condensing boilers were installed in 2022

All boiler flue vent piping appears to stainless steel and in good condition.

Pumps:

Three variable speed 100-hp vertical in-line split coupled chilled water pumps were installed in 2015 as part of the expansion of the central cooling loop.

Three variable speed 100-hp vertical in-line split coupled condenser water pumps were installed in 2015 as part of the expansion of the central cooling loop.

Central Plant

CNP

Two 30-hp base mounted end suction heating water pumps were installed in 1988. These pumps are in poor condition with visible signs of rust on the pump base. They should be replaced.

Electrical:

FUNCTIONS: This building houses the boilers and circulating pumps for generating and distributing hot water for heating. The chillers and circulating pumps are located in this building as well. The heating and cooling equipment support the central loop system.

DEFICIENCIES: Renovations to the Central addressed the cooling issues with addition of two new 600-ton chillers

ADA: Very tight spaces near the back area of the Central Plant can be sometimes difficult to access.

IMPROVEMENTS: **Heating:**

1966: The central plant was originally built with 2 boilers and no chiller.
1990: A third small Cleaver Brookes 200hp boiler was installed.
2004: One original boiler was replaced with a new 400 hp Cleaver Brookes boiler.
2008 Removed boiler oil tanks
2010 Removed 400hp Kewanee Boiler
2011: 5 high efficiency condensing boilers were installed that can be operated all years without using the large boiler to control the humidly problems that we have experience throughout campus with the renovated buildings.
Variable Frequency Drives were installed on the hot water pumps
Replaced 5 tubes on the 400-ton Cleaver Brooks Boiler
2012 Replaced 2 tubes on the 200-ton Cleaver Brooks Boiler
2022 Removed the 200hp Cleaver Brookes Boiler
Installed two Fulton VR20 condensing boilers
Replaced #1 and #2 heat exchangers in the Harsco condensing boilers

Cooling

2000: New central chillers and circulating pumps (900 ton) were installed.

2008: 350 ton York Chiller installed
2011: Removed two – 200 ton McQuay Chillers and the 350 ton York Chiller
2011: Installed 650 ton McQuay Variable Frequency Chiller
Installed a cyclone loop filtering system
Changed the medium in the large cooling system
2012: A 200 ft. well drilled to be used in the cooling towers
Water installed to be used along with a new water softener.
2013 New piping and valve system for the ASA / LRC / CP
2014 Installed an I-Beam
Removed 350-ton York Screw Chiller due to catastrophic failure
Started planning process with A/E to install two new chillers and towers
2016 Installed two Carrier 700 ton chillers. The new chillers along with the existing McQuay chiller has combined total of 2,050 cooling capacity
Installed two 600 ton cooling towers and reconfigured the three existing cooling towers for a combined total of 2,150-ton condensing cooling capacity

CONDITION: The roof was evaluated as poor in 2023, with replacement projected for 2025.

TEN YEAR CIP: The College is also planning a roof replacement and also a chiller replacement using the renewal funds provided to the College's every 2 years. See Section 6, Priority #8 and #10.

Boilers

1. (1) 200-hp Cleaver Brookes gas-fired boiler was installed in 1990 and has an average life expectancy of 30 years. The boiler is in fair condition. It is recommended that this boiler be replaced as it has exceeded the normal life expectancy for this equipment.
2. (5) Paterson-Kelley gas-fired condensing boilers were installed in 2011 and have an average life expectancy of 15 years. These boilers are in fair condition. It is recommended that all (5) boilers be replaced in the next 2-3 years.
3. (2) 200-hp Fulton gas-fired condensing boilers were installed in 2022 and have an average life expectancy of 15 years. These boilers are in good condition. They are mounted on a housekeeping pad. It does not appear that there are vibration isolators.
4. All boiler flue vent piping appears to stainless steel and in good condition.

Fans

1. (1) roof mounted upblast exhaust fans were installed in 2015 and provide general ventilation for climate control. The average life expectancy for this equipment is 20 years.

2. (1) in-line exhaust fan serves as a purge fan in the event of a refrigerant leak detection. It is unknown as to when this fan was installed. This fan is in fair condition and has an average life expectancy of 20 years.

Pumps

1. (3) variable speed 100-hp vertical in-line split coupled chilled water pumps were installed in 2015 as part of the expansion of the central cooling loop. The pumps are in good condition. The pumps are supported by pump stands and gasketed flange connections to the floor slab. The average life expectancy for this equipment is 20 years. It is recommended to replace all chilled water pumps in the next 10 years.
2. (3) variable speed 100-hp vertical in-line split coupled condenser water pumps were installed in 2015 as part of the expansion of the central cooling loop. The pumps are in good condition. The pumps are supported by pumps stands and gasketed flange connections to the floor slab. The average life expectancy for this equipment is 20 years. It is recommended to replace all condenser water pumps in the next 10 years.
3. (2) 30-hp base mounted end suction heating water pumps were installed in 1988. These pumps are in poor condition with visible signs of rust on the pump base. There is no vibration isolation provided. These pumps have an average life expectancy of 20 years. It is recommended to replace all heating water pumps as they have exceeded their life expectancy.

Electrical:

The building electrical service is a double ended 2,000 amp, 480/277 volt, 3 phase, 4 wire main-tie-main Square D QED Power Style switchboard fed from two pad mounted 1500kVA (estimated size) transformer outside the building. The pad mounted transformers are fed from the campus 12.47kV feeder loop. A manual transfer is available when service is lost on one side of the switchboard. The manufactured date of the switchboard was December of 2015.

The chilled water pumps are fed from VFDs powered from a Square D M-FLEX motor control center (MCC).

Motor Control Center CPMCC-1 is a Square D Model 5, rated 600 amps, 480V, 3 phase and was manufactured in 1999. The useful life expectancy is 30 years. The estimated age of this MCC is 25 years old.

Panelboard A is original to the building (1966). Panelboard B was installed in 2011. Panelboard CPP was installed around 2000. Recommend replacement of Panelboard A.

Transformer XFMR T-1 is a 30kVA 480-208/120 Volt, 3 phase, 4 wire dry type transformer, with a date code of 1999. Estimate life expectancy for a dry type transformer is 30 to 40 years depending on loading.

There is lightning protection on the cooling towers

.

A generator is planned to power the heating equipment during a power loss.

Energy and Trades Training Center

ETTC

HEGIS: (ETTC)		Square Footage:	
		Net:	
Classroom:		Gross:	3,666
Lab:	3,203	Efficiency:	.89
Office:			
Study:		Floors:	1
Special Use:		Constructed:	2019
General Use:			
Support:			
Other Org:			

The Energy and Trades Training Center offers courses concerning plumbing, electrical, and HVAC systems, along with solar, wind and geothermal systems. With realignment of curriculum in these areas, the building is underutilized and somewhat isolated.

The ETTC was built in 2018. Building and systems are in good condition.

Year Built	2018		Comments
GSF	3,600		Solar Panels and Solar domestic hot water collection to be installed in 2019
Roof	2018		
HVAC	Heat Pump Ground Water Heat Pump Unit Heaters		
Address	18052 Yale Drive		
Unique functions: The building consists of 1 classroom and 2 labs for trades related to the solar, wind, geothermal, plumbing and electric.			

Energy and Trades Training Center

ETTC

SYSTEMS:

Mechanical:

The building was built in 2018 and consists of a mixture of classroom and lab/workshop spaces. The building is cooled by both a geothermal heat pump as well as a VRF heat pump system. The buildings hot water is generated by a solar tank type water heater with electric backup. There are no immediate plans for renovations by the college.

The split system heat pump is a Mitsubishi 2-ton multi-split unit connected to a total of (2) Mitsubishi cassette type ductless split air conditioning units. The heat pump unit is located outdoors on grade mounted on a concrete pad. The outdoor unit is in good condition. The VRF system was installed in 2018 and the average life expectancy is 15 years. In discussions with building maintenance personnel, there are no outstanding issues with the HVAC system.

A geothermal heat pump was installed in 2018 and serves both the workshop/lab space as well as the classrooms. The average life expectancy for this unit is 19 years.

Electrical:

The building electrical service is 208/120 volts, three phase, four wire fed from a 225kVA pad mount transformer outside the building. The transformer is connected to a Square D panelboard with a three pole 600 ampere main circuit breaker. The panelboard was installed in 2018. The remaining panelboards were installed in 2018. There is solar power input to this building installed in 2020. The average life expectancy for panelboards is 30 years.

No fire alarm system was found.

No emergency lighting was found.

Lighting fixtures utilize LED lamps.

Energy and Trades Training Center

ETTC

DEFICIENCIES: None

LIFE SAFETY: Compliant

ADA: Compliant

TEN YEAR CIP: None

Kepler Theater

KEP

HEGIS: (KPR)		Square Footage:	
		Net:	23,252
Classroom:	4,016	Gross:	37,476
Lab:	6,117	Efficiency:	.62
Office:	1,976		
Study:		Floors:	2
Special Use:		Constructed:	1978
General Use:	11,143	Renovated:	
Support:		2012	
Other Org:			

The Atlee C. Kepler Theater houses a stage, music practice rooms, dressing rooms, and a workshop. The theater seats approximately 500 persons. The PVAEC supports the humanities department with art studios, dance studio/black box theater, music rooms both individual and ensembles. The humanities faculty has been relocated to the building.

The original building was built in 1978 and fully renovated in 2012. Systems are in generally good condition, but components are reaching the end of their service lives. The roof is in fair condition. Replacement is projected for 2026.

Year Built	1978		Comments
GSF	37,476		Original roof on the Performing and Visual Arts Education Center), 20-year Firestone warranty, 3 ply modified bitumen. (2012) An addition was built in 2012. Roof replaced over the original building over the Kepler Theater by Hite Roofing, 25 year warranty Red Shield SBS
Roof	2011 – Built-up Asphalt (PVAEC) 2023 – SBS (Theater)		
HVAC	Central Plant		
Renovations	2004, 2012		
Address	11512 Kepler Drive		
Unique functions: 500 seat auditorium, dance studio/black box and the campus gallery			

Kepler Theater

KEP

SYSTEMS:

Mechanical:

The Kepler Theater is conditioned by air handling units that utilize chilled water and heating water supplied by the campus central plant. VAV units are installed within the classrooms and office spaces. Fan coil units provide air conditioning to entry ways as well as supplemental conditioning to the workshop area.

Seven indoor semi-custom air handling units provide conditioned air throughout the building. The air handling units use chilled water and heating water supplied from the campus plant. Air handling units serving classrooms and offices provide conditioned air to indoor single duct VAV terminal

Multiple DX split system heat pumps were installed in 2012 and serve building entry ways. The indoor units are in fair condition. The associated heat pumps are roof mounted and are in fair condition. It is recommended that these systems be replaced in the next 3-4 years.

Electrical:

The building has a 480/277 volt, three phase, four wire electrical service from a 1000kVA pad mount transformer outside the building. The transformer is connected to a Square D 1200 ampere distribution panelboard MDP with a three pole 1200 ampere main circuit breaker and distribution section. The distribution panelboard has surge protection.

208/120volt, three phase, four wire power is derived using dry type transformers. The remaining panelboards and dry type transformers were installed in 2011. Some panelboards have surge protection.

Emergency power is from an outdoor 125kW, 480/277volt, three phase, four wire Cummins generator in a weatherproof enclosure. There is a 200ampere circuit breaker at the generator that feeds two 125 amp, four pole automatic transfer switch (ATS-1) inside the building through local circuit breakers.

The fire alarm system is manufactured by EST. Egress and exit signs are powered from the generator. Some areas of the theater have battery backed emergency lighting.

Lighting fixtures utilize LED lamps.

Kepler Theater

KEP

DEFICIENCIES: None

LIFE SAFETY: Sprinklered. Generally compliant to current standards.

ADA: Compliant to current standards. Accessible parking is at some distance from the theater, with changes in level between, and not readily discovered by visitors.

IMPROVEMENTS: 2004: A new roof was installed over the original Kepler Theater.

2012: A complete renovation of the existing theater and an addition was added to the theater.

CONDITION: The modified bitumen roof was evaluated as fair in 2023, with replacement projected for 2026.

TEN-YEAR CIP: None

Learning Resource Center

LRC

HEGIS: (LRC)		Square Footage:	
Classroom:	11,413	Net:	34,207
Lab:	2,149	Gross:	57,741
Office:	8,850	Efficiency:	.59
Study:	6,866		
Special Use:	250	Floors:	3
General Use:	40	Constructed:	2000
Support:			
4,639			
Other Org:			

Built in 2000, the LRC houses the William M. Brish Library, the Testing and Tutoring Center, with placement testing areas, basic skills laboratories and tutoring rooms, Firearm Simulation System and general instruction space with nine classrooms and three computer and one distance learning laboratories.

With realignment of expectations for college libraries, the library is transitioning to more virtual content, reducing the need for stack space. It is expected that space will be realigned for testing and study space.

Building systems are aging and require replacement in the near term. HVAC controls are partially retrofitted from pneumatic. The roof is in generally good condition, with some leaks at the barrel roof section. The atrium lacks a smoke evacuation system, which is normally needed for three-story spaces.

Year Built	2000		Comments
GSF	57,741		
Roof	2022– Built-up Asphalt		
HVAC	Central Plant		
Renovations	2004, 2017		
Address	11432 Academic Blvd.		
Unique functions: None			

Learning Resource Center

LRC

SYSTEMS:

Mechanical:

The building houses testing areas, lab spaces, a firearm simulation room, classrooms, and general office spaces. The current HVAC system consists of indoor air handling units that provide conditioned air to single duct VAV terminal units with hydronic reheat. The HVAC system utilizes campus chilled water and heating water supplied by the central heating plant. Fin-tube radiant heat is installed within perimeter zones to provide supplemental heating to help offset the heating demands of the indoor air handling units. DX split system heat pumps provide conditioned air to IT closets as well as the second-floor lecture hall.

Three 35-ton indoor air handling units provide conditioned air throughout the building. The air handling units use chilled water and heating water supplied from the campus heating plant. The air handling units consist of a cooling coil, heating coil, supply fan, relief fan, and filter sections and provide conditioned air to indoor single duct VAV terminal units to allow for part load conditions and system modulation. The air handling units were installed in 2000. In 2010, 33 VAV controllers were upgraded from pneumatic to DDC on the third floor. In 2017, 26 VAV controllers were upgraded from pneumatic to DDC on the second floor. The average life expectancy for the air handling units is 15 years and the average life expectancy for the VAV terminal units and associated DDC/pneumatic controllers is 20 years. It is recommended that all indoor air handling units be replaced within the next year as they have far exceeded the average life expectancy. It is recommended that all VAV terminal units still utilizing pneumatic controls be upgraded to DDC in the next year. All VAV terminal units upgraded to DDC controls in 2010 and 2017 should be replaced with new in the next 10 years.

DX split system heat pump was installed in 2000 to serve the IT closet. The average life expectancy for this equipment is 15 years and should be replaced in the next year as it has far exceeded the average life expectancy.

A 2.5-ton DX split system heat pump and indoor units were installed in 2017 to serve the Lecture Hall.

It is recommended to replace all pumps in the next year as they have far exceeded their average life expectancy, along with all fin-tube radiators. Two roof mounted exhaust fans should also be replaced.

It is recommended that both water heaters be replaced within the next year as they have exceeded their average life expectancy.

Learning Resource Center

LRC

Electrical:

A pad mount transformer serves 480/277V, three phase, four wire power to a Square D QED Style switchboard that is original to the building (2000). The switchboard Main circuit breaker is rated at 800 amp. The switchboard feeds a 3P. 250A circuit breaker for ATS-1 and a distribution section with a 3P. 80A circuit breaker for ATS-2.

Panelboards and dry type transformers are original to the building. Some panelboards have Transient Voltage Surge Suppression devices installed. Average life expectancy is 30 years.

The motor control center located in Mechanical room 152 is original to the building.

Lighting fixtures utilize LED lamps. There are GE Lighting Control cabinets in the building that are dated 1998. The relays have been failing. Recommend replacement of the relay cabinets or consider changing the lighting control method.

The fire alarm system is a Cerberus Pyrotronics system is original to the building. The average life expectancy of a fire alarm system is 15-20 years. Recommend replacement within the next year.

There is a 100kW, 480/2777 volt, three phase, four wire Kohler Generator located in Mechanical room 150, and is original to the building. The average life expectancy is 25-30 years if well maintained.

There are two Kohler automatic transfer switches (ATS). ATS-1 is rated 255Amp, 480/277 volt, 3 phase. ATS-2 is rated 80 amps, 480/277 volts, three phase. Both are original to the building.

In general, most electrical systems have reached the end of their anticipated service lives.

Learning Resource Center

LRC

DEFICIENCIES: Minor roof leaks. HVAC controls are outdated.

LIFE SAFETY: Sprinklered. The three-story atrium lacks a smoke evacuation system, which would normally be provided in such a space, or alternatively a fire separation. The building is otherwise in general compliance with life safety requirements at the time of its construction.

ADA: No handrails at the atrium stairs, only guardrail, and no center handrails at the fire stairs.

IMPROVEMENTS:

2010: New ADA exterior doors were replaced on the 2nd floor.
Thirty three VAV controllers on the 3rd floor were replaced.

2011: New ADA exterior doors were replaced on the 1st floor.
New firearms simulation classroom was created
Vice President of Academics office was renovated

2012 1st Section of the Testing Center was expanded

2013 2nd Section of Testing Center was expanded

2015 Repaired second floor conference room and stairway roof along with the downspouts of the barrel roof.
Installed split system HVAC units in the three testing center rooms and the computer lab.

2016 Renovations of the LRC that included a complete renovation of the second floor that included connecting the LRC to the Student Center, downsizing the Library and creating Middle College Space, and four classrooms. First floor renovations were an expanded Campus Police office suite and three new offices. All other areas of the building were cosmetic with new flooring, paint and furniture.

2019 Remaining classroom and office furniture were replaced.

2022 Installed a new roof and metal panel replacement.

CONDITION: The roof was evaluated as good in 2023.

TEN YEAR CIP: The College is also planning a roof replacement using the renewal funds provided to the College every two years. Details of the CIP are provided in Section 6, Priority # 8.

Learning Support Center

LSC

HEGIS: (LSC)		Square Footage:	
Classroom:	2,615	Net:	10,973
Lab:		Gross:	17,732
Office:	1,311	Efficiency:	.62
Study:	7,047		
Special Use:		Floors:	1
General Use:		Constructed:	1966
Support:		Addition:	1990
Other Org:		Renovated 2012	

The building houses all of the different learning centers across campus in one location (Mathematics, Science, IT, and English). The Learning Center accommodates over 200 students at one time. There is also a tiered lecture space in the building for 60 people.

The LSC was built in 1986 and renovated in 1992 and 2012. Some system components are reaching the end of the life expectancies and should be considered for replacement. The roof is in fair condition, and projected for replacement in 2026.

Year Built	1966		Comments
GSF	17,732		Complete renovation began January 2012 to convert the building into a College Learning Center
Roof	2006 - Membrane		
HVAC	Central Plant		
Renovations	1992, 2012		
Address	20108 Student Circle		
Unique functions: The Learning Center houses all of the learning centers across campus including Science, Mathematics, English and Computer.			

Learning Support Center

LSC

SYSTEMS:

Mechanical

The LSC's HVAC system consists of rooftop air handling units that utilize chilled water and heating water supplied by the campus central plant to provide air conditioning to the classrooms and learning centers. A single DX split system heat pump provides air conditioning for an IT closet. Roof mounted exhaust fans provide general ventilation for bathrooms. The building's domestic hot water is provided by electric tank type water heaters that serve the buildings plumbing fixtures. There is currently no future plan for HVAC system renovations by the college.

Three Trane 7.5-ton rooftop air handling units provide conditioned air throughout the building. The air handling units use chilled water and heating water supplied from the campus central heating plant. The air handling units consist of a cooling coil, heating coil, supply air fans, return air fans, and filter sections. The air handling units provide conditioned air to indoor single duct VAV terminal units to allow for part load conditions and system modulation. All air handling units are in fair condition with visible signs of rust and corrosion being present within the coil sections. The air handling units as well as the VAV terminal units were installed in 2012. The average life expectancy for the air handling units is 15 years and the average life expectancy for the VAV terminal units and associated DDC controllers is 20 years. It is recommended to do a full system upgrade in the next 3-4 years.

A single DX split system heat pump was installed in 2012 and serves an IT closet. The outdoor heat pump is located on the roof. The heat pump is in fair condition and has an average life expectancy for this equipment is 15 years. There are no vibration isolators. It is recommended that these systems be replaced in the next 3-4 years.

Electrical

The building electrical service is 480/277 volt, three phase, four wire and is connected to a Square D distribution panelboard with a three pole 400 ampere main circuit breaker. The distribution panelboard has surge protection. The distribution panelboard is original to the building (2011). The remaining panelboards and dry type transformers are original to the building installed in 2011.

The fire alarm system is a Silent Knight IFP-100 fire alarm control panel. The estimated installation date is 2011.

Emergency lighting includes battery back-up. Lighting fixtures utilized LED lamps.

There is a telecommunication room with network equipment.

There is an Altronix and Vanderbilt security system in the building.

Robinwood Center

RCC

HEGIS: (RCC)			
		Square Footage:	
Classroom:			
Lab:			
Office:	2,030	Net:	4,389
Study:		Gross:	8,435
Special Use:		Efficiency:	0.52
General Use:			
Support:	2,359	Floors:	1
Other Org:		Constructed:	1970

Originally built for the Washington County Board of Education, the Robinwood Center built in 1970, and was converted from instructional and conference use to facilities use in 2011.

Systems are in generally good condition, with individual components reaching the end of their service lives.

Year Built	1970		Comments
GSF	8,435		Shingles were replaced in 1992 Electric heat with air conditioning and through-the-wall heating/cooling electric units; new electric baseboard heat in pre-K classroom by offices. Windows were replaced in 2008 Roof replaced 2018 during building renovations 2018-Renovation of the building 2019 – Enclosed back patio area Replaced AHU with new 15 ½ ton (2023) Windows Replaced
Roof	2018 - Shingle		
HVAC	Electric		
Renovations	1992 2008 –		
Address	20111 Shea Drive		
Comments: The Washington County Board of Education for Pre-K and Kindergarten classes vacated the building in the Summer, 2011. In 2018 the building was renovated for the Facilities Department			
Unique functions: Houses the Facilities Department			

Robinwood Center

RCC

SYSTEMS:

Mechanical

The building was fully renovated in 2018 to house the facilities department personnel. The Robinwood Center's HVAC system consists of PTAC through the wall units, as well as a DX split system heat pump that serves an indoor air handling unit. There are roof mounted exhaust fans providing ventilation for restrooms and a small break room.

Ten PTAC heat pumps with electric reheat were installed in 2010 and serve perimeter office spaces. Their condition is fair. The average life expectancy for this equipment is 15 years. It is recommended that all PTAC units be replaced in the next 1-2 years. It is recommended that a different system be provided in lieu of PTACs. PTACs are not very effective and fully heating/cooling a space, are not efficient, are noisy, and tend to have problems such as leaks and mold issues.

One 15-ton heat pump unit serves an indoor ducted air handling unit with electric reheat that provides supplemental conditioned air to the interior spaces. The heat pump unit is located outdoors on grade, mounted on a concrete pad. The refrigerant piping serving the heat pump and indoor unit is direct buried. There is currently no return air plenum attached to the indoor air handling unit. The unit was installed in 2020. The unit is in fair condition.

One 3-ton Daikin multi-split heat pump serves four indoor wall-mounted units. The heat pump unit is located outdoors on grade. It is assumed the system was installed in 2018 when the building was renovated. The average life expectancy for this equipment is 15 years. It is in fair condition.

Electrical

The building electrical service is rated for 1,200 amps, 208/120 volts, 3 phase, 4 wire fed from a pad mounted transformer outside the building. The service connects to a 1200 amp, ITE switch inside the building and then to an ITE distribution panelboard. The pad mounted transformer is fed from an aerial drop.

The Service Entrance Switch, Main Distribution Panelboard MDP, and panelboards RC-2 and RC-3 are original to the building (1970) and are beyond their useful life of approximately 30 years. Recommend replacement of equipment within the next year.

Lighting fixtures utilize LED lamps. There is emergency notification signage in the building. There are battery powered exit signs located throughout the building. There are security cameras at the entrances and along the building perimeter. The building has Wi-Fi.

Robinwood Center

RCC

DEFICIENCIES: None

IMPROVEMENTS:

1992 Renovated

2018 Building completely renovated with new roof, offices and storage for the Facilities Department

2019 Enclosed the back patio

2022 Created more office space

2023 Replaced AHU with 15 ½ ton (2023)

CONDITION: Drainage at the rear of the building is sloped toward the building. The roof was evaluated as good in 2023.

LIFE SAFETY: No sprinklers. Otherwise generally compliant.

ADA: ADA Building generally compliant, access to the building is marginal from the upper parking lot

Science, Engineering and Technology Center

STEM

HEGIS: (SCI)		Square Footage:	
Classroom:	7,555	Net:	35,737
Lab:	21,676	Gross:	62,840
Office:	5,060	Efficiency:	.57
Study:			
Special Use:		Floors:	5
General Use:	1,452	Constructed:	2012
Support:			
Other Org:			

The STEM building was built in 2012 and contains nine science labs: Engineering, Physics, Biology, Microbiology, Biotechnology, Anatomy and Physiology, Organic Chemistry, and General Chemistry Labs. STEM also houses other labs that include Cybersecurity, Alternate Energy and Digital Instrumentation Lab along with 3 Computer labs. The remainder of the building is classrooms and faculty offices.

The STEM building includes green roofs, rainwater recovery and treatment systems, and upgraded HVAC systems. Most building systems are in good condition. The roof is in fair condition, with replacement projected after 2028.

Year Built	2012		Comments
GSF	62,840		
Roof	2012 - Membrane		
HVAC	Central Plant		
Renovations	None		
Address	20114 Student Circle		
Unique functions: Science Labs, Computer Labs, Alternate Energy Lab, Digital Instrumentation Lab and Classrooms			

Science, Engineering and Technology Center

STEM

SYSTEMS:

Mechanical:

The STEM building was built in 2012 and houses predominantly lab spaces throughout with a mixture of classrooms and office spaces. The building HVAC system consists of a large custom rooftop air handling unit that utilizes chilled water and heating water supply from the campus central heating plant. Roof mounted exhaust fans serve as ventilation for the multiple lab hoods throughout the building. DX split system heat pumps are utilized to condition the mechanical and IT rooms. 4 pipe fan coil units are utilized to condition the entry ways and stairwells. Gray water pumps are located within the building mechanical room to repurpose gray water from water cisterns and is used to supply water to restrooms on multiple floors. Chilled water and heating water pumps circulate water to the major HVAC equipment.

A custom 364-ton roof mounted air handling unit provides conditioned air throughout the building. The air handling unit uses chilled water and heating water supplied from the campus heating plant. The air handler is modular with two supply fan array sections each rated for 60-hp, two return fan sections each rated for 20-hp, chilled water and heating water coil sections, and filter sections. The air handling unit provides conditioned air to indoor single duct VAV terminal units to allow for part load conditions and system modulation. The air handling unit is in good condition. The air handling unit as well as the VAV terminal units were installed in 2012. The average life expectancy for the air handling units is 40-50 years due to the customizable internal features and the average life expectancy for the VAV terminal units and associated DDC controllers is 20 years.

Four DX ductless split system heat pumps serve mechanical rooms as well as IT closet spaces. The outdoor units are located on the roof and are in fair condition. It is recommended to replace these units in the next 3-4 years.

4-pipe fan coil floor mounted console units are installed in the entry ways and stairwells in 2012. The units are in fair condition. It is recommended to replace these units in the next 3-4 years.

Electrical:

The building has a 480/277 volt, three phase, four wire electrical service from a pad mount transformer outside the building. The transformer is connected to a Square D 1200 ampere switchboard SB-1 with a three pole 1200 ampere main circuit breaker and distribution section. The switchboard has surge protection. There is a 300kVA, 480 – 208/120volt, three phase, four wire dry type transformer that is fed from the service entrance switchboard SB-1. The transformer secondary feeds a 1000ampere main circuit breaker in switchboard SB-2. Both switchboards are original to the building (2011).

The remaining panelboards and dry type transformers are original to the building installed in 2011.

The fire alarm system is a Silent Knight VIP fire alarm control panel and has a voice command center.

Science, Engineering and Technology Center

STEM

There is a Kohler Transfer Switch installed. Lighting fixtures utilize LED lamps.

DEFICIENCIES: Social/study space is limited. Corridors are heavily used for this.

CONDITION: Landscape coping stones are becoming loose. The roof was evaluated as fair in 2023, with replacement projected to 2028 or beyond.

LIFE SAFETY: Sprinklered.

ADA: Compliant. The building serves as a means of access to other buildings on the upper level of campus, since the elevator spans the height difference. This is not an obvious path.

IMPROVEMENTS: None.

Student Center

SC

HEGIS: (SC)		Square Footage:	
Classroom:		Net:	23,522
Lab:	565	Gross:	42,522
Office:	6,491	Efficiency:	.55
Study:	350		
Special Use:		Floors:	2
General Use:	14,598	Constructed:	1966
Support:	1,518	Renovated:	2002, 2015
Other Org:			

The Student Center was originally built in 1966. In 2015 a two-story expansion was added to the existing building, housing the Hawk Café, Hilltop Grill, Campus Store and Student Government Association. The existing building was renovated during at the same time, and Academic Advising was relocated to the building. The offices of the Dean of Student Affairs are in the Student Center.

Systems are in generally good condition. The roof was evaluated as poor in 2023, and is scheduled for immediate replacement.

Year Built	1966		Comments
GSF	13,293 – Original 29,229 – Expansion (2015)		Houses Academic Advising, Campus Store, Hilltop Café and Hawk Eatery, and Student Government Association. Renovated 2002, 2015
Roof	2002 – Built-up Asphalt 2015 – PVC Fleece Backed (expansion) 2023 – SBS original building		
HVAC	Central Plant		
Renovations	2002, 2015		
Address	20101 Student Circle		
Unique functions: Only Student non-academic space on campus			

Student Center

SC

SYSTEMS:

Mechanical:

The Student Center was renovated in 2015, with expansion including additional dining space, a campus store and student government offices. The building also houses additional administrative offices and a connector bridge connecting to the LRC building. The current HVAC system has air handling units that provide conditioned air to single duct VAV terminal units. The mechanical systems utilize chilled water and heating water provided by the campus central plant. Make-up air units serve the kitchen area. Roof mounted exhaust fans provide ventilation for dining areas, restrooms, and general storage. DX ductless split systems provide conditioned air to IT server rooms. The building has hot water and utilizes tank type gas-fired water heaters to serve all plumbing fixtures. There is currently no future plan for HVAC renovations by the college.

Four indoor semi-custom air handling units provide conditioned air throughout the building. The air handling units use chilled water and heating water supplied from the campus plant to provide conditioned air to indoor single duct VAV terminal units to allow for part load conditions and system modulation.

A 2-ton DX split system serving IT rooms was installed in 2015. The outdoor condensing unit is mounted on equipment rails on the roof and is in good condition.

A VRF system was installed in 2015 to serve part of the building expansion. The outdoor heat pump unit is mounted on equipment rails on the roof and is in good condition.

Electrical:

The building electrical service is 480/277 volt, three phase, four wire fed from a pad mount transformer outside the building. The transformer is connected to a Square D distribution panelboard with a three pole 1200 ampere main circuit breaker and distribution section. The switchboard has surge protection.

208/120 volt, three phase, four wire electrical power is derived by using dry type transformers and panelboards and was installed in 2015.

There is solar power generated at the building and it is connected to the electrical service. The solar array was producing 10.2421kW of power at the time of the survey.

Emergency power for the building is from an outdoor 150kW, 480/277volt, three phase, four wire Kohler generator in a weatherproof enclosure. There is a three pole, 40 ampere circuit breaker at the generator that feeds a 100ampere Kohler automatic transfer switch ATS-E and a 250 ampere circuit breaker that feeds a Kohler 400 ampere automatic transfer switch ATS-S. Both automatic transfer switches are located inside the building..

The fire alarm system is a Simplex 4100 with voice over speaker capability.

Student Center

SC

Lighting fixtures utilize LED lamps. The building has security cameras. There is a telecommunication room with network equipment. There is a lightning protection system on the roof.

DEFICIENCIES: None.

IMPROVEMENTS: In 2015 the building was complete renovated and an 29,229 GSF addition added.
2015 – The roof on the expansion is a single membrane PVC fleece backed roof manufactured by Carlisle Roofing
2023 – Roof replaced over the original section of the building which includes upper dining and offices. SBS 25 year warranty

CONDITION: The roof was evaluated as poor in 2023, with replacement projected for 2024.

LIFE SAFETY: Sprinklered. Generally compliant.

ADA: In general the building is ADA compliant, but accessibility from elsewhere is poor. The path from marked parking is not accessible, and entry from that side required visitors to enter a service area under the porch to use an elevator. Access to the upper side, at the original building, is available, but poorly marked and distant from accessible parking.

TEN YEAR CIP: None

D.M. Bowman Workforce Training Center

The Bowman Workforce Center is a HCC facility on Northern Avenue in Hagerstown, completed in 2024. The newly-constructed facility is located in a former shopping center, and provides workforce training for a variety of skills, focusing on the trucking and logistics industry. The facility has been renovated to support these curricula.

Minor buildings

Athletic storage/restrooms and press box

AS/PB

HEGIS: (AS & PB)	Square Footage:	
Classroom:	Net:	711
Lab:	Gross:	1,160
Office:	Efficiency:	.61
Study:		
Special Use: 711	Floors:	1
General Use:	Constructed:	1978
Support:		
Other Org:		

The two buildings house restrooms, sports storage, and the baseball press box.

SYSTEMS:

Electrical

The electrical service is 100 amp, 208/120 volt, three phase, four wire main circuit breaker panelboard, dating to about 1993. The average life expectancy for this type of equipment is 30 years.

Lighting fixtures utilize LED lamps. There is no fire alarm.

DEFICIENCIES: The lower section of the Press Box needs to be completely gutted and renovated to make better use of the space.

LIFE SAFETY: Compliant. No sprinklers installed or required.

ADA: The Athletic storage/restroom building is compliant; the press box is not.

CIP: The College is planning a renovation project for FY26 – 27. Details of the CIP plans are provided in Section 6, Priority # 7.

Career programs storage

CPS

HEGIS: (MES)		Square Footage:	
Classroom:		Net:	720
Lab:		Gross:	720
Office:		Efficiency:	1.0
Study:			
Special Use:		Floors:	1
General Use:		Constructed:	2010
Support:	720		
Other Org:			

Storage for the Food Services and Public Information departments. One side of the building will house the food services catering cart. Electric heat has been installed in order to keep the cart from freezing during extreme cold periods.

DEFICIENCIES: The building was not intended to meet the total campus storage requirements. The building has minimal environmental controls, limiting storage of items that cannot get too hot or too cold.

LIFE SAFETY & ADA: Compliant. No sprinklers installed or required.

Year Built	2010		Comments
GSF	720		All concrete and cement block building. Slab on grade foundation
Roof	Original - shingle		Shingle roof Electric heat
HVAC	None		
Renovations	None		
Comments: Originally was dumpster pad for the CPB			
Unique functions: Houses the catering cart and publications			

Maintenance equipment storage

MES

HEGIS: (MES)	Square Footage:	
Classroom:	Net:	6,375
Lab:	Gross:	6,375
Office:	Efficiency:	1.0
Study:		
Special Use:	Floors:	1
General Use:	Constructed:	2006
Support:	Renovations:	
6,375	2010	
Other Org:		
	2022	

Storage for the facilities department, as well as the need for space to store equipment and furniture due to the increased Facilities workspace after the move to the Robinwood Center. The left wing is the carpenters workspace, the right wing houses grounds small equipment, the main portion is storage for large items and available for large projects, and the additional building houses furniture with small cages for different departments. All spaces are heated to maintain climate control.

Year Built	2006		Comments
GSF	6,375		All metal building, including roof. Slab on grade foundation Two side extensions which were added 15'x 45' (675 sf) and 15' x 60' (900 sf) in the 2007 Electric heat, installation and additional electrical outlets installed on left extension in 2010 New ceiling was installed in 2013 Gas Heat installed in 2013 in main section Building was installed next to main building 20' x 40' (2,400 sf) (2021)
Roof	Original - metal		
HVAC	Gas Heat		
Renovations	None		
Comments: Includes original 40' x 60' plus side extensions which will be 15'x 45' and 15' x 60'			
Unique functions: Grounds equipment storage			

SYSTEMS:

Electrical:

The building electrical service is 208/120 volts, single phase, three wire fed from a pole mount transformer outside the building. The transformer is connected to a Square D panelboard with a two pole 200 ampere main circuit breaker. No fire alarm system was found. No emergency lighting was found. Lighting fixtures utilize LED lamps.

DEFICIENCIES: The building was not intended to meet the total campus storage requirements. The building has no air conditioning, limiting storage of items that cannot get too cold. Due to the limited amount of space for maintenance equipment, a separate building would be useful to store the grounds equipment. Due to construction there has been a need for specialized ground equipment to be purchased and a need for storage of this equipment.

LIFE SAFETY & ADA: Compliant. No sprinklers installed or required.

Motorcycle storage

MSB

HEGIS: (MSB)		Square Footage:	
Classroom:		Net:	1,455
Lab:	598	Gross:	1,750
Office:		Efficiency:	.83
Study:			
Special Use:		Floors:	1
General Use:		Constructed:	2008
Support:	857		
Other Org:			

Secure storage for motorcycles used in the motorcycle training course. It also provides storage for Art and the Industrial Technology Program, which are immediately adjacent in the CP Building. This Building is sectioned off into three separate areas.

Year Built	2008		Comments
GSF	1,750		Storage for motorcycles for Motorcycle Training Course, Art, Industrial Technology, and College for Kids.
Roof	Original – Shingle		
HVAC	Forced Fan Electric Heat		
Renovations	None		
Unique functions: None			

SYSTEMS:

Electrical:

The building electrical service is 208/120 volts, three phase, four wire fed from a panelboard in an adjacent building. The service connects to a Square D panelboard with a 3 pole 125 ampere main circuit breaker. No fire alarm system was found. No emergency lighting was found. Lighting fixtures utilize LED lamps.

DEFICIENCIES: None

IMPROVEMENTS: 2011: Emergency lighting and exhaust fans were installed for motorcycle repair classes
Concrete pad installed next the building for motorcycle repair classes and also to house the kiln for the art classes
The building was rezoned to have motorcycle repair classes in this space

LIFE SAFETY: Compliant. No sprinklers installed or required.

ADA: Compliant

Vehicle Maintenance Garage

GAR

HEGIS: (GAR)	Square Footage:	
Classroom:	Net:	852
Lab:	Gross:	852
Office:	Efficiency:	1.0
Study:		
Special Use:	Floors:	1
General Use:	.0	
Support:	Constructed:	
852	1978	
Other Org:		

Two vehicle repair bays.

Year Built	1978		Comments
GSF	852		Electric heater installed 2010 Installed new lighting 2013 Air Conditioning Installed 2014
Roof	Original - metal		
HVAC	Propane		
Renovations	None		
Unique functions: Vehicle lift, vehicle repair equipment, fuel pumps adjacent to building			

SYSTEMS:

Electrical:

The electrical service is 480/277 volt, three phase, four wire and is connected to a panelboard with a three pole 100 ampere main circuit breaker. There is a dry type transformer connected to this panelboard that serves a 200 ampere main circuit breaker 208/120 volt, three phase, four wire panelboard. No fire alarm system was found. No emergency lighting was found. Lighting fixtures utilize LED lamps.

DEFICIENCIES: The building is too small, with no storage, lift or pit. Working space around larger vehicles is inadequate. Fuel pumps need to be updated with recording devices to maintain accurate records.

LIFE SAFETY: No sprinklers installed or required. Generally compliant.

ADA: The building is nominally compliant, but working clearances are poor.

IMPROVEMENTS: A lift was added in the right side bay. In 2010 we installed new rollup doors, new lighting and painted the outside of the building. A new roof was installed on the small storage area adjacent to the garage in 2011.

Electric heat replaced the propane heater. A/C was installed with an existing unit from one of the buildings recently renovated.

Parking and circulation

The campus includes a total of 1,904 parking spaces, for a current need of 1,214 spaces. Although parking is presently adequate, lots are often at some distance from destination buildings. Wayfinding and accessibility for the handicapped are being addressed by a campus signage plan. However, additional measures are needed to provide better accessibility, particularly for buildings in the campus core, which is located on the summit of a low hill.

Table 4
Parking Lot Counts

Lot	Students	Handicap	Visitor	Staff	Reserved	Motorcycle	30 Minute Parking	TOTAL
A	0	13	0	35	13	0	2	63
B	0	0	6	49	0	0	0	55
C	0	0	0	48	0	4	0	52
D	34	3	0	0	0	0	0	37
E Lower	74	6	0	14	7	0	0	94
E Upper	71	1	0	17	1	0	0	89
F	0	4	0	91	0	0	0	102
G	0	8	0	107	9	0	0	116
H	78	0	0	0	0	0	0	78
I	0	3	0	21	0	0	0	24
J	58	3	0	6	4	0	0	71
K	193	10	0	68	0	0	0	271
L	246	7	0	270	0	0	0	253
M	0	10	0	5	0	0	0	15
N	99	4	0	0	0	0	0	103
O	380	0	0	0	0	2	0	382
P	71	4	7	18	0	0	0	100
S	0	0	0	24	0	0	0	24
TOTAL	**1,304**	**76**	**13**	**503**	**25**	**6**	**2**	**1,929**

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04 Campus Planning Analysis

General

With the Facilities Master Plan, one of the major goals of the College is to establish a program that satisfies student and instructional needs and demands over the next decade. For the plan to be successful, the campus must be appealing and readily accessible to everyone in the service area. The previous sections of this document clearly demonstrate the broad spectrum of programs now offered by the College in response to community needs.

Through facilities planning, HCC has been able to consistently provide opportunities for social interactions in a community setting, which traditionally include formal academic interactions in classrooms, labs, the library and study areas. Informal social interactions typically occur at the expanded Student Center, sporting events, theater performances, eateries, and impromptu gatherings.

Overall, the buildings on campus are well maintained and suitable for their current function except for the deficiencies cited in Section 03 and the following Infrastructure and telecommunications reviews. The sequence of projects in Section 06 presents a logical solution for solving the most pressing needs.

Infrastructure

Utilities:

Existing utility infrastructure on campus includes water, sewer, electric, gas and communications. The electric service comes mainly from connections from Robinwood Drive and Harp Road with an overhead line that runs through campus and connects the two. There is also a possible connection at the new Yale Drive entrance. The main gas line also comes from the main entrance from Robinwood Drive and improvements or redundant services for the gas are not anticipated.

Consistency with Adjacent Land Uses:

The master plan for the College is consistent for providing the needs of a college campus for student access, resources and other amenities of typical college campuses. The campus is adjoined on the western and southern lines by commercial and dense residential areas that would not be affected by an adjoining developed college campus. The northern line is adjacent to lower density residential areas and is reserved for future low density athletic facilities and forest conservation area to minimize impacts to the residential properties in this area.

Sidewalks and Pedestrian Access

The pedestrian walkway system will continue to be developed. The needs include sidewalks along perimeter roadways where none exist now, with more gradual grades, clearly marked ramps at crosswalks, and textured pavement at crosswalks. Existing sidewalks will need repaired and may be

rerouted as projects are completed and the layout of the campus changes.

Bicycle Access

In compliance with State law, HCC will address bicycle and pedestrian circulation on and around the campus. The College will research and assess needs in these areas, including routes selected for the recommended bicycle transportation and pedestrian network. Recommended routes will be identified to facilitate bicycle access to the campus core and other major facilities. Improvements will be recommended that will benefit the greatest number of people. Where direct, convenient, and logical connections require using roads that are poor for bicycles today, appropriate upgrades are recommended to create better bicycling conditions in the future. Solutions may include bicycle lanes and shared-lane markings.

Parking

Campus parking requirements are regularly evaluated to determine the needs of the students and employees. At this time, the campus includes a total of 1,904 parking spaces for a current need of 1,214 spaces. Although parking is presently adequate, lots are often at some distance from destination buildings. Wayfinding and accessibility for the handicapped are being addressed by a campus signage plan. However, additional measures are needed to provide better accessibility, particularly for buildings in the campus core, which is located on the summit of a low hill.

Aside from daily parking requirements, parking lots are used for special events in the Kepler Theater and ARCC. When K and L lots reached maximum capacity, Lots N and O were constructed in 2010 to give an additional 456 spaces to lower the deficit and the loss of parking due to the construction of STEM and Kepler Theater. Lot O gave the College the much needed handicapped accessible needed for the Amphitheater. Both Lots N and O are strategically placed on campus to provide parking for the Amphitheater, the planned Smart House, and overflow for large crowds at the ARCC.

Technology Systems

General Site Requirements

Parking Areas

Each parking area needs fiber optic cable run in conduit from the nearest building telecom room to a suitable light pole in the parking area for security camera(s) and wireless access points (Wi-Fi).

Athletic Fields

Each athletic field needs fiber optic cable run in conduit from the nearest building telecom room to a suitable location at each field for broadcast cameras, security camera(s), and wireless access points (Wi-Fi).

Campus Vehicle Entrances

The front and back entrances of the campus road need to be provided with video surveillance cameras, including pole-mounted security cameras, fiber optic cabling, and conduit back to the nearest building telecom room and associated power.

General Requirements for Each Building

Each building needs to be provided with speakers located at the corners of the buildings, entrances, and other selected locations for a campus-wide Mass Notification System (MNS) and provided with security cameras at both the front and back entrances. As buildings are renovated, each building should be evaluated for signal strength and radio coverage for a Distributed Antenna System for first responders- Police and Firefighters.

Individual Buildings
In addition to the general requirements listed above, the following includes requirements for specific buildings:

Administration and Student Affairs Building (ASA)
The ASA building currently has one main MDF telecom room on the main floor. A new UPS unit is needed for the MDF room, a second IDF telecom room is required near the President's Office, and emergency generator power is required to be provided for telecom systems.

Advanced Technology Center (ATC)
The building is currently being renovated.

Amphitheater (AMP)
The AMP building needs access control and video surveillance security systems, an IDF telecom room on the stage with HVAC for video streaming, Wi-Fi, and security, and a fiber optic connection between the stage and telecom room in AMPA.

Amphitheater Auxiliary Building (AMPA)
The AMPA building needs access control and video surveillance security systems, an IDF telecom room with HVAC, and a fiber optic connection between the telecom room and AMP stage.

Athletic Recreation and Community Center (ARCC)
The ARCC building has two existing telecom rooms (press booth and closet in Office), but they are not adequate. The building needs a dedicated MDF room with HVAC for streaming cameras for Graduations and other functions, and a new IDF telecom room for the First Floor.

Athletic Storage/ Restrooms (AS)
No technology items required.

Baseball Press Box (PB)
The PB building needs fiber optic cable run for the baseball field for Wi-Fi, security, and video streaming.

Behavioral Sciences and Humanities Building (BSH)
Refer to general requirements listed above.

Career Programs Building (CPB)

The Campus Main Server Room resides in the CPB building. Any renovation shall protect, maintain, and provide temporary measures to keep the network operational. The MDF Rooms 1127 and 170 need new HVAC and IDF Room 221 (Network Closet) needs HVAC.

Career Programs Storage (CPS)
Refer to general requirements listed above.

Center for Business and Entrepreneurial Studies (CBES)
Server Room 214 needs new HVAC due to increase in loads.

Central Plant (CNP)
The CNP building needs fiber optic cable run from the Main Campus Server Room in the CPB building, needs a new MDF room, and needs access control and video surveillance security systems.

Energy and Trades Training Center (ETTC)
The ETTC building needs a telecom room with HVAC.

Kepler Theater / Performing and Visual Arts Education Center (THR)
Refer to general requirements listed above.

Learning Resources Center (LRC)
Existing telecom rooms 124, 222, and 332 need HVAC.

Learning Support Center (LSC)
Refer to general requirements listed above.

Maintenance Equipment Storage (MES)
The MES building needs fiber optic cable run for Wi-Fi and security.

Motorcycle Storage Building (MSB)
No technology items required.

Robinwood Center (RCC)
The RCC building needs fiber optic cable run for Wi-Fi and security, needs a conduit run across roadway and pavement back to main building on campus, and needs a telecom closet or enclosed secure telecom cabinet.

Science, Technology, Engineering and Mathematics (STEM)
Refer to general requirements listed above.

Student Center (SC)
The existing First Floor telecom room needs HVAC.

Vehicle Maintenance (GAR)
The existing diesel tank fuel pump needs emergency generator power.

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05 Space Analysis/CCL Tables

CCL Table

HEGIS CODE	HEGIS CATEGORY	Need 2023	Inventory 2023	Surplus/ (Deficit)	Need 2033	Inventory 2033	Surplus/ (Deficit)
100 (110-115)	**CLASSROOM**	**21,698**	**43,654**	**21,956**	**45,549**	**48,765**	**3,216**
200	**LABORATORY**	**50,340**	**76,462**	**26,122**	**105,679**	**80,573**	**(25,106)**
210-15	Class Laboratory	44,968	71,552	26,584	94,402	74,349	(20,053)
220-25	Open Laboratory	5,372	4,910	(462)	11,277	6,224	(5,053)
250-55	*No Allowance*						
300	**OFFICE**	**58,894**	**63,026**	**4,132**	**106,299**	**73,870**	**(32,429)**
310-15	Office/ Conf. Room	57,394	56,535	(859)	104,206	67,379	(36,827)
320-25	Testing/Tutoring	1,500	6,491	4,991	2,093	6,491	4,398
350-55	*Included w/ 310*						
400	**STUDY**	**14,039**	**13,913**	**(126)**	**24,067**	**13,913**	**(10,154)**
410-15	Study	7,994	6,092	(1,902)	16,781	6,092	(10,689)
420-30	Stack/Study	4,318	7,343	3,025	5,204	7,343	2,139
440-55	Processing/Service	1,727	478	(1,249)	2,082	478	(1,604)
500	**SPECIAL USE**	**36,600**	**46,431**	**9,831**	**49,398**	**46,431**	**(2,967)**
520-23	Athletic	34,000	46,005	12,005	45,850	46,005	155
530-35	Media Production	1,600	426	(1,174)	2,548	426	(2,122)
580-85	Greenhouse	1,000	0	(1,000)	1,000	0	(1,000)
600	**GENERAL USE**	**31,779**	**35,621**	**3,842**	**45,525**	**35,984**	**(9,541)**
610-15	Assembly	12,000	10,653	(1,347)	14,370	10,893	(3,477)
620-25	Exhibition	1,500	1,366	(134)	2,093	1,366	(727)
630-35	Food Facility	8,252	11,680	3,428	16,126	11,803	(4,323)
640-45	*No Allowance*						
650-55	Lounge	2,427	2,641	214	4,743	2,641	(2,102)
660-65	Merchandising	1,600	2,870	1,270	2,193	2,870	677
670-75	*No Allowance*						
680-85	Meeting Room	6,000	6,411	411	6,000	6,411	411
700	**SUPPORT**	**15,490**	**27,506**	**12,016**	**22,157**	**25,718**	**3,561**
710-15	Data Processing	2,500	2,183	(317)	2,500	2,044	(456)
720-25	Shop/ Storage	8,814	16,615	7,801	15,350	14,966	(384)
730-35	*Included w/ 720*						
740-45	*Included w/ 720*						
750-55	Central Service	4,000	8,447	4,447	4,000	8,447	4,447
760-65	Hazmat Storage	176	261	85	307	261	(46)
800	**HEALTH CARE**	**500**	**0**	**(500)**	**737**	**0**	**(737)**
900	***No Allowance***						
050-090	***No Allowance***						
	Total NASF:	**229,340**	**306,613**	**77,273**	**399,411**	**325,254**	**(74,157)**

Projected Enrollment

	FALL 22 FY 23 Actual	FALL 23 FY 24 Projected	FALL 24 FY 25 Projected	FALL 25 FY 26 Projected	FALL 26 FY 27 Projected	FALL 27 FY 28 Projected	FALL 28 FY 29 Projected	FALL 29 FY 30 Projected	FALL 30 FY 31 Projected	FALL 31 FY 32 Projected	FALL 32 FY 33 Projected	% Change 2023-2033
Full-time	1,129	1,532	1,551	1569	1,570	1,570	1,571	1,571	1,572	1,580	1,589	**41%**
Part-time	2,367	2,796	2,821	2,847	2,856	2,865	2,873	2,882	2,891	2,901	2,911	**23%**
Total Headcount	3,496	4,328	4,372	4,416	4,426	4,435	4,444	4,453	4,463	4,481	4,500	**29%**
FTES	2,144	2,899	2,931	2,963	2,967	2,971	2,975	2,979	2,983	2,997	3,011	**40%**
FTDES	1,343	1,817									1,887	**40%**

Faculty

MHEC Planning Classification	Actual Fall 2023	Projected Fall 2032	Ten year % Change
Full-time Faculty	**77**	**126**	**63.6%**
Part-time Faculty	**329**	**538**	**63.5%**
FTE Faculty*(FTEF)	**162**	**266**	**64.2%**
Full-time Staff	**226**	**370**	**63.7%**

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06 Capital Project Priorities

Project priorities and sequencing

The College proposes the following sequencing for its CIP. The recommended sequencing considers institutional needs and priorities, projected enrollment, analysis of current facilities, and the County CIP program.

Priority 1:	NACC Renovation Project (Bowman Center) (FY22 – FY25)
Priority 2:	Advanced Technology Center Renovation (FY24 – FY27)
Priority 3:	Second Entrance Drive Widening Project (Phase I FY24 – FY27) (Phase II FY27-FY28)
Priority 4:	Administrative Services Renovation (FY27 – FY28)
Priority 4:	Renewable Energy Project – Solar Array (FY26 – FY28)
Priority 5:	Athletic Complex Upgrades (FY28 – FY33)
Priority 6:	HCC Wellness Center (FY26 – FY28)
Priority 7:	Career Programs Roof Replacement (FY29)

Renewal Grant:	Roof Replacements (FY27-FY29)
Renewal Grant:	Paver Replacements (FY25)
Renewal Grant:	Campus Roads and Parking Lot (South/East) Overlays Project (FY29 & FY31)
Renewal Grant	Chiller Replacement Project (with the next 10 years)

Priority 1 NACC Renovation Project (Bowman Center)

FY 2022 – FY2025

Projected Cost $ 14,000,000

Project Description:

HCC purchased a new property on the north side of Hagerstown. The property known as NACC (Northern Avenue City College) required extensive renovation of the building due to age and condition of the building. The completed project houses the Commercial Vehicle Training (CVT), Forklift Training, Mechanical Trades, along with a partnership with ABC School and BARR Institute. Eventually the Valley Mall Campus will be relocated to the new property.

The building accommodates labs, classrooms, workforce training space, and offices. The project includes a complete rehabilitation of the former retail property to make it suitable for College use. The property will allow HCC to terminate their leases for the CVT program and also the Valley Mall where we are paying large rental fees.

The project has been fully funded and is nearing completion.

Operating Cost Impact: N/A

Staff expense: $150,000

Other Operating Costs: 100,000

Utilities - $200,000

Priority 2 Advanced Technology Center

FY 2023 – FY 2025 $14,703,000

Project Description:

This renovation project of the 30,786 GSF Advanced Technology Center (ATC) will consist of renovating and configuring the building for use as offices, classrooms and labs. The project will include upgrades to the HVAC system; reconfiguring the classroom core on the first floor of the building for a more efficient layout and use; improving lighting and the classrooms and labs on the second floor of the building; and a general updating of the interior finishes. The bridge connecting the CBES Building also needs to be updated. Security will also be improved with addition of the secure room access and security cameras. Technology will also be addressed and updated to meet the ever-changing needs in the classrooms.

Impact/Impact if not funded: The ATC will be the last academic building on the main campus to receive a major renovation. Without the renovation the building will continue to age and become outdated with the lack an efficient HVAC system and newer technology. The building's inefficient layout will also become a problem and will make teaching in this building less attractive.

Impact on Enrollment: Without relevant and up-to-date facilities and equipment, program enrollments will decline. HCC's long-established early college programs housed in the ATC, will provide opportunities for talented high school students to complete degree programs while still in high school. The programs administered in this facility help employees already in the workforce, as well as students, gain industry certifications and/or prepare for jobs in advanced manufacturing environments.

Operating Cost Impact:

Staff expense: None

Priority 3 Second Entrance Drive Widening Project

Phase I FY 2023 – FY 2027, Phase II FY 2027 – FY 2028
Projected Cost $ 12,833,925

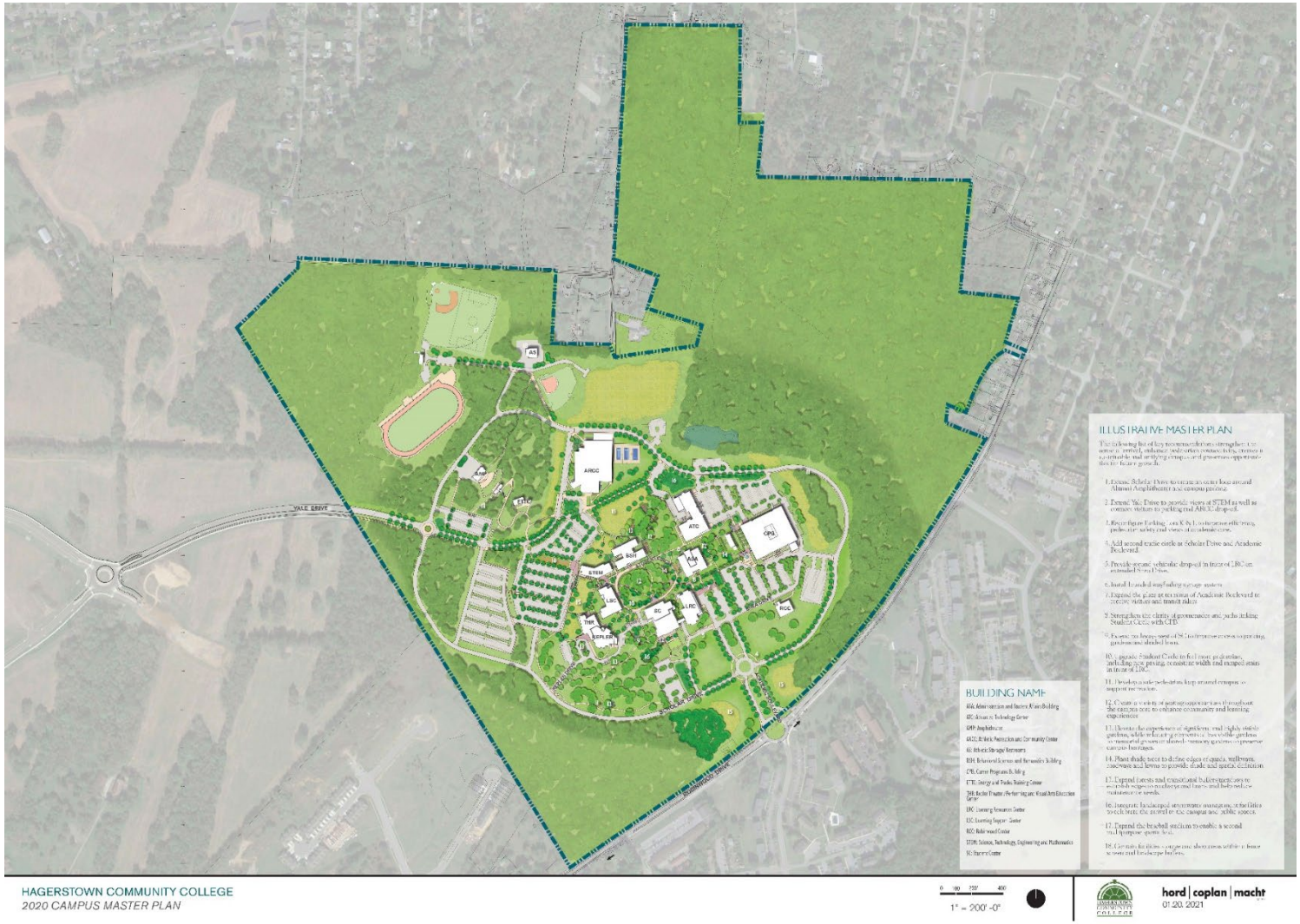
Project Description:
The project includes relocating Scholar Drive on the North/West portion of campus away from pedestrians, new signage and sidewalks. When the campus's new second entrance off of Yale Drive was completed it connected HCC through existing parking lots that does not have sidewalks and was very narrow and intersects with Scholar Drive in front of the STEM Building causing bottlenecks for drivers and pedestrians.

The project will include a traffic circle once you enter campus off of Yale Drive on the west side of Campus, Scholar Drive will be relocated behind the L and O Parking Lots and connect to Scholar Drive across from Kepler Drive Entrance. On the North Side of the traffic circle will be located behind the Amphitheater and continue behind the ARCC joining up to Scholar Drive at H Parking Lot across from the CBES Building. By relocating Scholar Drive it will keep all pedestrian traffic within the core away from vehicles. This is especially helpful when there are large events at the ARCC or when classes are at their prime time since 54% of the campus parking is located in this area.

Also included in this project is new exterior signage for campus, the current signage is outdated and is hard to read when you arrive on campus causing confusion when trying to locate parking lots and buildings.

Impact if not Funded: If this project is not funded pedestrians will have to be careful when they are walking to their cars. Wrecks in this area will continue to happen due to poor sightlines and pedestrians having to walk in areas where there is no sidewalks or

cross visitors to our



walks. Also, will continue have trouble navigating campus with outdated signage.

Cost Impact: N/A

Operating Impact: N/A

Priority 4 Administration and Student Affairs Building Renovation and Addition

FY 2028 – FY 2029

Projected Cost $ 30,380,000

Project Description:

This renovation project of the 23,972 GSF Administration and Student Affairs Building (ASA) will consist of renovating and updating the building that house the President, Public Information, Finance, HR, Financial Aid, Registration and Records. The project will include upgrades to the HVAC system; replace roof, reconfiguring the building for a more efficient layout for students to move efficiently throughout the building, reconfigure and update offices, improve lighting and a general updating of the interior finishes. Technology will also be address and updated to meet ever changing needs. An addition will allow for expanded office space to accommodate additional Student Services Staff to make the building a one stop shop. The project will also include expansion to consolidate administrative space from the ATC Building into the ASA, freeing space in the ATC for additional classrooms.

Impact/Impact if not funded: The ASA has not been renovated in over twenty-years. Without the renovation the building will continue to age and become outdated with the lack an efficient HVAC system, utilities, roof and newer technology. The building's inefficient layout will also become a problem as students try to find their way around the building. Administrative offices will continue to be separated, and additional classroom space will not be available in the ATC.

Impact on Enrollment: The ASA building is one of the first buildings that students and visitors see when entering the campus. It can be sometimes difficult for visitors to navigate the building. More confidential office space is needed to meet the ever-changing needs of the College because of Finance requriements, and Financial Aides need to have private meeting spaces. This will allow for students to feel confident that their information remains private. Students enrolling and seeing advisors for the first time presently have to travel to different buildings. Students become frustrated and may not enroll.

Operating Cost Impact: N/A

Staff expense: None

Other Operating Costs: Greater efficiencies and cost savings will be realized when the building will be upgraded

Priority 5 Renewable Energy Project

FY 2026 – FY 2028

Projected Cost $7,500,000

Project Description: Large solar arrays at parking or open space areas to supplement or replace grid energy.

Impact/Impact if not funded: Utility expenses will continue to be charged to the operating budget

Impact on Enrollment: No impact

Operating Cost Impact: The solar array will supplement or replace current grid-derived energy sources.

Staff expense: None

Other Operating Costs: Greater efficiencies and recurring cost savings

Priority 6 ARCC Renovation

FY 2028 – FY 2033

Projected Cost $ 16,925,000

Project Description:

This renovation project of the 87,976 GSF Athletic, Recreation and Community Center (ARCC) will consist of renovating the existing indoor and outdoor facilities. The College has not had any upgrades to the outside fields and facilities since the 1970's. The outside renovations will consist of converting the baseball and softball fields to artificial turf, update the ancillary athletic support facilities that consists of a storage/restroom building, along with the baseball press box. The project will also update the soccer field to regulation dimensions, resurface the track, and relocate the tennis courts and add pickleball courts.

The indoor of the ARCC has been left mostly untouched and not upgraded since the building was built in 1988. The ARCC is the largest assembly space in Washington County, and can accommodate up to 5,230 individuals. Along with HCC's Athletic Department, the Washington County Recreational Commission has offices in the building and hosts many county events. Most of the county graduations are held there, along with large community functions.

The indoor renovations would consist of updating the arena with a new hardwood floor and a new running surface for the indoor track. The lobby is in need of refreshment, together with the second-floor classrooms, aerobic and strength training labs, and offices. ADA issues are present in the toilets, along with aging fixtures.

Impact/Impact if not funded: The ARCC outdoor facilities and fields will continue to go mostly unused since they do not meet the standards and regulations for events. With the Second Entrance Widening Project part of the new road will be located next to all of these fields and will highlight the poor condition of them. Student Athletes will look at other Colleges where the fields and facilities are in better shape and enrollments of student athletes will continue to decline. Without the

indoor renovations the condition of the flooring will become unsafe, and indoor sports may have to be limited. Overall revenue will be reduced for events because of the lack of modern facilities. ADA issues will remain unaddressed.

Impact on Enrollment: Without relevant and up-to-date facilities and fields HCC will continue to lose student athletes to other local community colleges. The programs administered in this facility help students to move on to four-year schools to continue exceling in their sports.

Operating Cost Impact: Additional maintenance costs to retain old finishes.
Staff expense: None
Other Operating Costs: Greater efficiencies and cost savings will be realized when the building will be upgraded

Priority 7 Wellness Center

FY 2026 – FY 2028

Projected Cost $ 11,100,000

Project Description:

The Wellness Center is new construction and will be approximately 10,000 GSF. The three major functions are to house clinical counseling for students who need mental health services, a lactation room, a room for life skills training, and to provide meeting room space that would double as a location for nondenominational worship and meditation. The meeting room space would be used for group sessions in yoga and meditation, as well as for campus meetings. In the worship/meeting room section of the building, the college plans to install a Hagerstown-built Moller pipe organ for music instruction and to support denominational religious activities where appropriate. This room will provide an opportunity for relaxation where students can decompress and calm themselves.

Impact/Impact if not funded: If the Wellness Center is not funded the college will continue to have no place on campus for students to confidentially seek counselling. A separate building dedicated to emotional wellness services, meditation and parental care will allow for students to seek the counseling and time of solitude in an environment that can provide necessary quiet and confidentiality.

Impact on Enrollment: If not addressed, persistence and retention of students will suffer. When surveyed, 15% of students reported feeling that emotional or mental difficulties had hurt their academic performance for 6 or more days. These numbers are greater than the national numbers accumulated by CCSE. Thirteen percent of students stated that their issues with mental health and emotional well-being could cause them to withdraw from classes or the College. Unless the college addresses this, enrollments will continue to decline for students that have difficulties.

Operating Cost Impact:

Staff expense: $150,000

Other Operating Costs: $100,000

Utilities: 300,000

Priority 8 Career Programs Building Roof Replacement

FY 2029

Projected Cost $ 4,950,000

Project Description:

The project calls for the replacement of the 91,281 SF Career Programs Building (CPB) roof. The lower level roof was installed in 2001 and the upper level roof was installed 2003. The roof at the time of replacement will be out of warranty and reaching the end of its lifespan. The roof will be replaced with an Energy Star rated modified bitumen system also included with will be new flashing and gutters.

Impact if not Funded:

Without this project, HCC will continue to make costly repairs to the roof that has exceeded the 20 year lifespan and an expired warranty. Water damage to floors, ceilings, infrastructure, and equipment continues and the costs of repairs will continue to grow.

Operating Cost Impact: Money will be saved in the operating budget because expensive repairs will no longer be necessary.

Priority: Renewal Grant Roof Replacement Projects (Central Plant, Learning Support Center, Administration and Student Affairs Building)

FY 2027 – FY29

Projected Cost $ 1,550,000

Project Description:

The College has several roof replacement projects that include Student Center, Kepler Theater facility, Learning Resource Center (LRC), Central Plant, Learning Support Center (LSC), Administration and Student Affairs Building (ASA). As part of the Facilities Renewal Grant Program the roofs will be replaced every two years by determining which roof is the poorest condition and/or is eligible for replacement. Most show signs of age and are beginning to have recurring problems, which HCC's Maintenance Department addresses as necessary. The roofs listed below will be older than twenty years old and their warranties will expire by the anticipated project year:

- Central Plant - Modified bituminous membrane roof, last replaced in 2005
- Learning Support Center - Membrane roof, last replaced in 2005
- Administration and Student Affairs Building (ASA) – Built-up asphalt roof, last replaced in 2004

Impact if not Funded:

Without this project, HCC will continue to make costly repairs to roofs that exceed their lifespan of 20 years with expired warranties. Water damage to floors, ceilings, infrastructure, and equipment continues and the costs of repairs will continue to grow.

Operating Cost Impact: Money will be saved in the operating budget because expensive repairs will no longer be necessary.

Renewal Grant Paver Replacement Project

FY25

Projected Cost $ 500,000

Project Description:

This project is needed to repair pavers around campus with either concrete or asphalt. Most of the pavers have been damaged over the years. Many of these pavers were specialty items at the time of installation and cannot be duplicated. Since they are hard to maintain they have become tripping hazards.

Impact if not Funded:

If this project is not funded the walkways on campus the pavers will continue to break and be a tripping hazard. In addition, they are becoming out of compliance for ADA if wheelchairs or individuals with walking implements cannot easily maneuver over them. They represent a liability to the College.

Operating Cost Impact: N/A

Renewal Grant Campus Road and Parking Lot Overlays Project

FY29 and 2031

Projected Cost $ 2,000,000

Project Description:

This project is needed to repair years of damage to campus roads caused by traffic volume and heavy construction vehicles, along with normal wear usage and weather. Some of these areas will be thirty years old and have been patched and restriped. The roads included are on the North and East portion of campus. At the time of the project the Scholar Drive, Shea Drive, Academic Blvd, Student Circle and Kepler Drive. Some of these roads will require a fill rebuild. Parking lots that need to be resurfaced to fix cracks and potholes are lots A, B, C, D, L, and K.

Impact if not Funded:

This project is vital to the upkeep of the roads on campus as they continue to age and deteriorate. Repairing roadways and parking lots is costly and time consuming. If the project is not funded, the College may need to limit traffic on the east side of campus because the poor condition of the asphalt may jeopardize the tires, wheel alignments and undercarriages of vehicles. The new entrance on the east side of campus will add an influx of cars onto these parking lots and roads, thereby causing additional wear and damage. Student, employee and community dissatisfaction will occur as the poor condition of roads may cause vehicle damage.

Operating Cost Impact: N/A

Renewal Grant Chiller Replacement Project

FY30

Projected Cost $ 500,000 - $1,500,000

Project Description:

This project is a chiller replacement project in the Central Plant. The project will include replacing the outdated equipment with new energy efficient chillers. Our oldest chiller was installed in 2011 and will be nearing the end of its lifespan within the next 10 years even with proper maintenance. The project will also include any needed updates that will be needed to the cooling towers.

Impact if not Funded:

This project is vital to maintain cooling of the buildings on campus. As the equipment is ages the repairs are becoming expensive or harder to get replacement parts. If the project is not funded the cooling capacity will not be there to maintain the buildings. HCC is planning on replacing the chillers as necessary using Renewal Grant funding.

Operating Cost Impact: Savings on energy efficient equipment

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