



DRAFT

RESOURCES COUNCIL
Thursday, September 24, 2026
12:50pm-1:50pm
OC116 and Zoom
Meeting ID: 816 8904 3462
Passcode: 239295

MINUTES

Council Members: Michael Collins (Admin co-chair), Esmeralda Abejar, Rosio Becerra, Kimberly Bell, Travonne Bell, Kacey Boyer, Karina Gigliotti, Dan Lambros, Virgil Lee (Faculty co-chair), Edwin Romero, Ali Meer (ASNC Student Rep), TBD: CPRO co-chair

Absent: None

Guests: Ray Vasquez, Miguel Castro, Megan Linderman, Jonnathan Duenas, Edward Jimmenez, Kevin Anderson

Subject to Brown Act: No

Quorum: 6 (50%+1)

1. Call to Order: 12:50pm

2. Action Items:

2.1 Approval of Meeting Agenda

- M/S/C: Collins/Abejar
- Abstentions: 0
- Amendments: 0

2.2 Approval of Meeting Minutes: May 28, 2026

- M/S/C: Bell/Collins
- Abstentions: 0
- Amendments: 0

2.3 Business Services Resource Requests Prioritization Recommendations – Dr. Collins

- M/S/C: Collins/Bell
- Abstentions: 0
- Amendments: 0
- The councilmembers were provided with the documented multi-step procedures that the Business Services area uses, to ensure there is maximum opportunity for all employees in the division to request, review, and comment on all of the program review resources that have been requested, prior and during the initial ranking process.
- The Strategic Planning adopted Program Review Resource Request Timeline was also provided and reviewed.
- Each area of the requests were reviewed and discussed:
 - Items Requested
 - ATEC 110 and 205 have been completed
 - WEQ and Library/LRC classrooms are currently the most needed AV technology replacements, as the existing AV equipment is outdated and the secondary effects remodels are approximately 5 years away

- HUM 208 and 201, 204, IT106 are slated to be upgraded during this fiscal year.
 - A concern was raised about more clarity when it comes to classroom resource requests and the areas of need throughout the Academic side. Dan Lambros stated that District IT looks at original purchase dates, warranty periods, and the number of AV issues the various classrooms have reported. The life expectancy plays a factor as well when the AV equipment is prioritized. This cost factor usually also includes all internal wiring and infrastructure that is needed. The standard complete AV installation for 1 classroom can be \$30,000-\$35,000 (more for higher technology rooms)
- Staff Positions Requested
 - The top 3 positions were reviewed
 - It was recommended that the groundskeeper position should be the most urgent position. The size of the increasing number of developed land is demanding on the current size staff.
 - The ranking as is recommended, but the actual approval of the items or positions can be funded depending on college need, emergency issues, or unexpected funding that might become available that has strict guidelines on position fundings, etc.
 - In Business Services, the automation of various forms continue to increase responsibilities of existing staff at the college level and it's becoming clear that additional staff are needed to process such vital forms as invoices, contracts, travel, etc. in a timely manner.
- Budgets Requested
 - One priority listed was keyless access systems for all new and old buildings to enhance security and provide immediate access and restrictions as needed. The lockdown ability remains top priority for use in case of emergencies.
 - A boiler upgrade is needed as the existing older one is nearing end of life. This replacement is estimated to be a 1.2/1.8 million project for the future.
 - A question was raised about when other buildings may get access control, but the older buildings may need additional electrical, etc. and can sustain the increase in technology, so that plays a factor in prioritizing the buildings.
- The ranking spreadsheet recommendations will be sent forward to the October College Council meeting in keeping with the adopted timeline.
- Once the College Council reviews, they will then send their recommendations to the November Executive Cabinet meeting for final approval, which is also keeping with the adopted timeline.
- In December-January, the Executive Cabinet gives area managers the corresponding decisions with detailed funding sources for execution of the request.

3. Discussion Items:

3.1 Mosaic Plaque Selection – Denise Terrazas

- The Community Mosaic Mural was unveiled in May 2024 as a collaborative art project designed to celebrate the diverse voices, experiences, and aspirations of the Norco College community. Through a series of workshops and community-building activities, students, employees, and community members contributed individual pieces that were assembled into a unified work of art. Supported by the Associated Students of Norco College, the project reflects the college's commitment to belonging, connection, and the spirit of Sawubona, "I see you."

- Specifications & Pricing Estimates:
 - Option 1 Size: 8x12" Vertical Orientation \$620 Plaque + \$175 Engraving Set-up Charge = \$795 Grand Total
 - Precision BRONZE Plaque 1/4" Thick: Painted Edges
 - Rectangle/Square Corner Shape
 - Raised Copy-Horizontal Stroke
 - Leatherette-w/Brushed Surface
 - BEVEL-Wide, Single Line Border
 - Option 2 Size: 8x6" Horizontal Orientation \$380 Plaque + \$175 Engraving Set-up Charge = \$555 Grand Total
 - Precision BRONZE Plaque 1/4" Thick: Painted Edges
 - Rectangle/Square Corner Shape
 - Raised Copy-Horizontal Stroke
 - Leatherette-w/Brushed Surface
 - BEVEL-Wide, Single Line Border
- Funding Source: President's Office General Fund Installation Complete: Fall 2026 Meets 2030 EMP Goal 10 Objective 10.10
- This plaque notes historical significance of the completed project that all employees had the opportunity to work on.
- After reviewing many plaques on campus, the consensus was to go with the bronze/gold plaque style.
- The mosaic is so large, the options for location of the plaque is limited...one on the side (around the corner from the mosaic) is eye level and the one next to the plaque (under window) is down low.
- Megan Linderman suggested the landscape horizontal and lower level is the same labeling position as found in public art.
- The verbiage was reviewed and the group is leaning towards the more detailed statement, with the horizontal look and lower location.
- Title year and blurb is recommended and leaning towards the 8x6 size for the plaque.
- A suggestion was made to an additional plaque with brail in the future.

4. Information Items:

4.1 Facilities Report – Travonne Bell

- Corona Education Center Update
 - Programming baseline has been developed around science, health professions, classrooms, student support, and shared services.
 - The project includes a possible additional program of approximately 4,000 ASF, subject to cost studies.
 - Primary Resource Council focus: confirm priorities, affordability, and direction for the additional program.
 - Major specialized instructional areas
 - Automation – 2,100asf/30 stations
 - Electronics – 1,800asf/36 stations
 - Biomedical Electronics Repair – 2,100asf/36 stations
 - Pharmacy Technology – 2,880asf/72 stations
 - Biological Sciences – 3,200asf/64 stations
 - Chemistry – 4,000asf/54 stations
 - Key program decisions:
 - Confirm baseline - validate the 43,018asf high-priority program and 46,800asf anticipated target.
 - Test affordability - advance cost studies for the base program and additional program alternatives.

- Validate technical needs – confirm equipment, utilities, safety, storage, adjacencies, and operational requirements.
 - Direct additional capacity – provide direction on the lab-focused vs. classroom-focused alternative.
- Norco College Update:
 - Underground utility mapping is being incorporated into the planning baseline.
 - The mapping establishes a clearer picture of existing utility infrastructure and site conditions.
 - This information will support coordination of future design, construction, and utility planning.
 - Utility conflicts and existing conditions can be evaluated earlier as projects advance.
- Campus Construction Updates:
 - F2 Chillers – Completed
 - The new chillers have been started and progressed through final testing and commissioning. Controls and system integration have been finalized.
 - F2 Chillers are next to be upgraded in the future.
 - CHP&K – This project remains active and has moved beyond the 50% mark. Detailed field progress, schedule, and coordination are as follows:
 - Fire sprinklers are nearing completion; mechanical work has approximately two weeks remaining.
 - First-floor wall framing is nearing completion; exterior framing is beginning.
 - Electrical room work is preparing for transformer installation; storm-drain and parking lot D work continues.
 - Estimated completion date is June 29, 2027
 - Live feed remains on the website for all to view the progress
 - STEM 100 Update: Project Completed
 - New electrical infrastructure is energized, providing full designed power to STEM 100 and the Fabrication Lab equipment. Major construction is complete and the project is transitioning through closeout and minor corrective work as needed.
 - New AV car chargers will be active beginning Monday, Sept 28.
 - 24/7 enforcement
 - The identified pay scale was developed, incorporated into board policy, and provided district wide.

5. Good of the Order:

- Unity zone would like to start a butterfly garden in one of the student circles near CSS building. They will start planning and bring their presentation to a future Resource Council meeting for recommendation. They already met with facilities to talk about various logistics, ideas, and suggestions.
- Corona Education Center is moving into the RFQ process (request for qualifications). The identified firms will then be asked for an RFP (request for proposal) at which time a college-wide committee will review and take part in the development and planning for the project. The selection of architects will be value based with guaranteed maximum price...no more lowest bid wins. The estimated completion date is 2032.

6. Adjournment: 1:44pm

Fall 2026 and Spring 2027 Meeting Dates:

Sept 24	Oct 22	Nov 19*	*(Note: Nov moved up 1 week due to holiday)
Feb 25	Mar 25	Apr 22	May 27

Business Services Managers and Area Leads Program Review Resource Request Prioritization Process

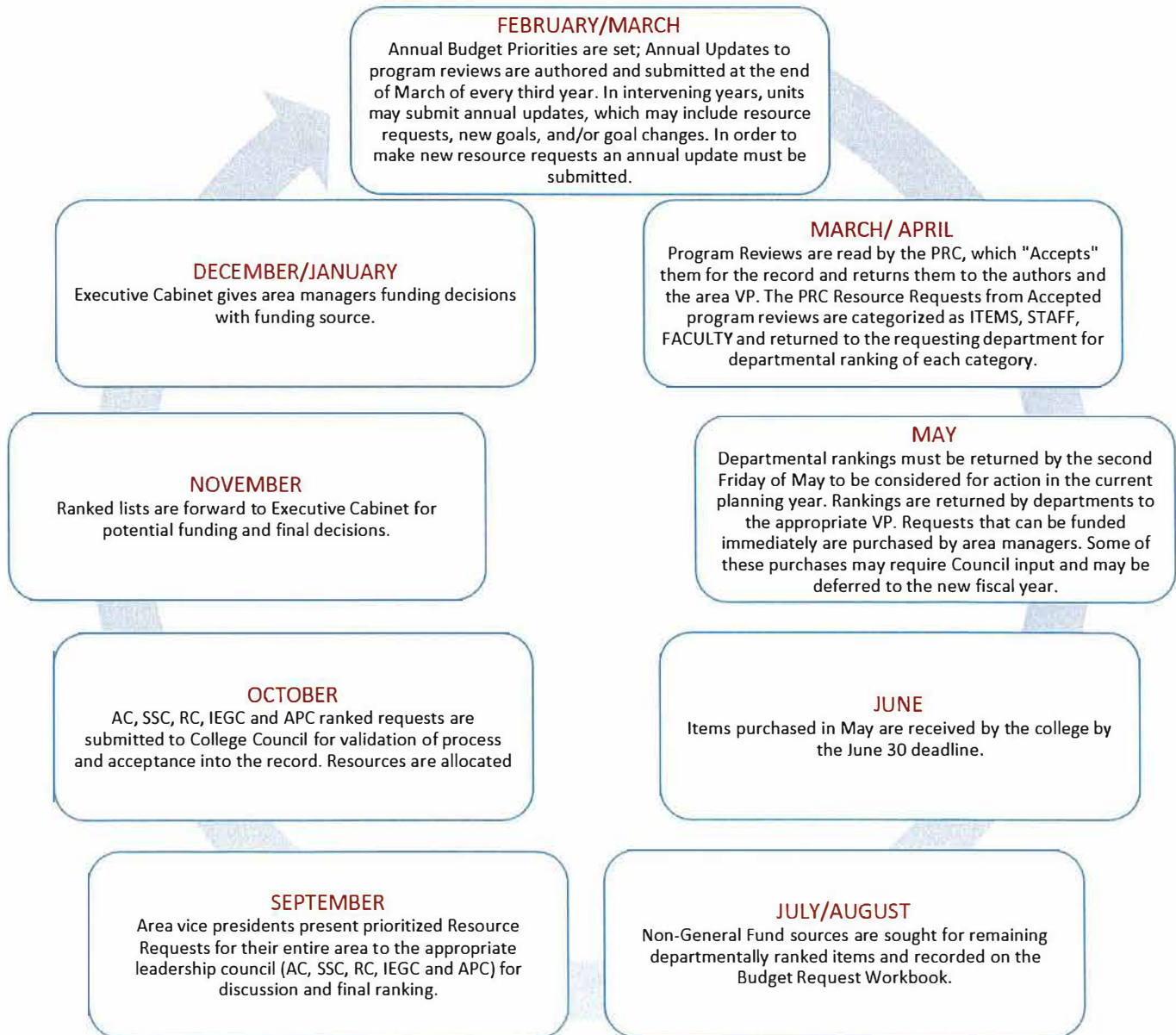
The following process was adopted as past council members felt they would like to see an initial draft ranking from the “area experts” as a starting point for the review and discussion phase.

1. Before beginning the initial ranking, each department manager and/or area lead will read the current Business Services Program Review(s), to be well informed of goals, mission, assessment review, etc. This information and more can always be found on the Norco College Program Review Committee webpage.
2. Managers and/or Area Leads will then meet with their respective staff or co-workers to review and discuss the current and remaining resource requests. Managers will then rank each of their items in order of importance in Column J of the excel worksheet provided by the PR Committee. (Please do not alter the formatting of the spreadsheet provided).
3. Once the Managers/Area Leads have met with their departments and initially ranked their requests, a meeting will be called of them to discuss each item individually and rank using the rubric criteria shown in columns M-Q (This criteria was developed and provided by IEGC).
 - Please note: there are 3 tabs of requests to discuss and rank:
 - Items
 - Staff
 - Budget
 - Tip: because the mgrs/area leads have already met with their staff and initially ranked their requests in column J...this may be used to help break any ties as needed.
4. The finalized draft ranking of the BS resource request spreadsheet will then be provided to the Norco College Resource Council members and placed on the September agenda for review, discussion, and recommendation approval. Note: Ranking managers will be invited to attend to answer any questions from council members as needed.
5. The Resource Council recommendations for Business Services resource requests will then be sent forward to the College Council for their recommendation approval at their October meeting.
6. The approved recommendations are then sent to the Executive Cabinet for funding consideration.

Program Review and Resource Request Prioritization Timeline

Program Reviews for all programs (instructional disciplines, programs of study, special programs, administrative areas, and student services) are completed in March at the beginning of each 3-year cycle.

Each year by mid-semester of spring, programs may elect to complete an Annual Update, which consists of updated goals and resource requests based on the evolving needs of the program. The following graphic depicts the annual cycle by which annual resources are prioritized and acted upon.





NORCO COLLEGE BUSINESS SERVICES

NORCO COLLEGE BUSINESS SERVICES											PRIORITY: 5=Very; High 4=High; 3=Medium; 2=Low; 1=Very Low; 0=NA								
Unit	Cycle	\$\$\$ Amount Requested	Resource Type	Resource Title	What resources do you need?	Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.	What resources do we already have?	Priority	Funding Status	2024-25 Notes	PRIORITY: 5=Very; High 4=High; 3=Medium; 2=Low; 1=Very Low; 0=NA	To what extent does this request support a PROGRAM REVIEW GOAL?	To what extent does this request support student SAFETY or COMPLIANCE?	To what extent is this request supported by OUTCOMES ASSESSMENT DATA?	DEPT RANKING Highest Rank = 10 Second Highest= 8 Third Highest= 6 Fourth Highest= 4 Fifth Highest= 2 Sixth Highest= 0	Rubric Total	Notes	2026-27 Council Rankings	
Administrative: Business Services	2026 Update	\$60,000.	ITEM: Equipment, Services, Software, Furniture	Sliding Door Upgrade- Campus Wide	Upgrade to replace motors, control boards, belts, railings and wheels for all sliding doors currently on campus.	This request supports EMP Goal 10: Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts by ensuring that campus facilities remain functional, safe, and well maintained for students, faculty, staff, and visitors. Maintaining reliable building systems and equipment is essential to supporting daily campus operations and providing an environment that promotes learning, engagement, and community use of campus spaces.	We currently have 5 electronic sliding doors on campus	10			5	5	5	5	10	30		1	
Administrative: Business Services	2025 Update	\$272,000.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001n: Library Classrooms AV Systems (4 classrooms)	A build of materials list of AV components and equipment will be provided.	Many of the current systems and equipment in use are aging and require frequent repairs, resulting in higher maintenance costs, downtime, and operational EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in these classrooms are outdated and needs to be replaced.	1	No Action-Insufficient funding		5	5	4	5	10	29		2	
Administrative: Business Services	2025 Update	\$340,000.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001m: West-End Quad Classrooms AV Systems (5 classrooms)	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in these classrooms are outdated and needs to be replaced.	1	No Action-Insufficient funding		5	5	4	4	10	28	Tie	3	
Administrative: Business Services	2024 - 2027	\$24,938.	ITEM: Equipment, Services, Software, Furniture	NCTSSIT-001g: Quantity 5 Replacement Computers for Technology Support Services (TSS) Classified Professionals.	- Quantity 5 Dell Precision Laptops - Quantity 5 Dell Docking Stations - Quantity 10 Dell 24-inch monitors	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. TSS team members must support an organization both onsite and remote using their computers. All AV and IT devices at the college are enrolled in device management and the TSS team manage these devices using their computers. TSS work computers are also used to host remote assistance sessions with those requesting help while working offsite.	The current TSS classified professional computers have reached their end-of-life.	2	No Action-Insufficient funding	Tie broke by area priority TSS/IMC	4	4	5	5	10	28	Tie	3	
Administrative: Business Services	2024 - 2027	\$105,180.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001f: ATEC 114 Classroom AV system	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in this classroom is outdated and needs to be replaced.	3	No Action-Insufficient funding	TSS/IMC Tie broke by area priority	5	4	4	4	10	27		5	
Administrative: Business Services	2024 - 2027	\$97,680.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001h: ATEC 119 Classroom AV system	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in this classroom is outdated and needs to be replaced.	3	No Action-Insufficient funding	TSS/IMC Tie broke by area priority	5	5	5	5	6	26	Tie	6	
Administrative: Business Services	2024 - 2027	\$67,680.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001b: ATEC 205 Classroom AV system	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in this classroom is outdated and needs to be replaced.	3	No Action-Insufficient funding	Tie broke by area priority	5	5	5	5	6	26	Tie	6	
Administrative: Business Services	2024 - 2027	\$7,680.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001j: Interactive Displays for Classrooms	Quantity 5 Newline 86-inch Interactive Displays	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. As the cost of interactive displays are dropping dramatically and are nearing the cost of non-interactive displays, replacing end-of-life non-interactive displays with interactive displays having a lot more functionality is logical. Both faculty and students find interactive displays more engaging which enhances the learning experience.	Displays in ATEC 204, ATEC 205, ATEC 210, ATEC 211, HUM 102 are non-interactive	4	No Action-Insufficient funding	TSS/IMC	4	4	3	4	10	25	Tie	8	
Administrative: Business Services	2026 Update	\$210,000.	ITEM: Equipment, Services, Software, Furniture	Classroom Audio Visual System Refresh for End-of-Life Equipment - Buildings and Rooms - HUM 208, HUM 204, HUM 201, IT 106, ST 211, ST 207	All rooms will receive a full AV system upgrade, including: •Electric projection screens •Projectors •Video management and switching systems •Audio reinforcement upgrades where needed •System control functions •Wireless presentation capability where needed •Guest input connections (HDMI, USB-C, etc.)	Many of the classroom AV systems in these rooms have reached or exceeded their normal lifecycle and are beginning to show signs of aging, reliability issues, and outdated technology standards. Upgrading these systems will ensure that classrooms remain functional, reliable, and capable of supporting modern instructional technology needs. The proposed upgrades will standardize AV systems across campus, improve ease of use for faculty, reduce troubleshooting and downtime, and maintain compatibility with current devices such as HDMI and USB-C laptops and wireless presentation platforms. Prioritizing these rooms allows the college to address the most critical systems first while maintaining a structured AV refresh cycle for classrooms across Norco College. Maintaining reliable AV infrastructure is essential for supporting daily instruction, student engagement, and the effective delivery of course content.	Network Cabling Infrastructure	1		2	5	5	3	10	25	Tie	8		
Administrative: Business Services	2024 - 2027	\$82,680.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001d: ATEC 210 Classroom AV system	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in this classroom is outdated and needs to be replaced.	3	No Action-Insufficient funding	TSS/IMC Tie broke by area priority	4	5	5	5	6	25	Tie	8	

Administrative: Business Services	2024 - 2027	\$82,680.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001e: ATEC 211 Classroom AV system	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in this classroom is outdated and needs to be replaced.	3	No Action-Insufficient funding	TSS/IMC Tie broke by area priority	3	5	5	5	6	24		11
Administrative: Business Services	2025 Update	\$150,000.	ITEM: Equipment, Services, Software, Furniture	Business continuity program	Time funding and a process to document and store this data and use it in the event of a disaster.	Data recovery business continuity and student records retention emergency planning to support college accreditation.	Campus institutional knowledge, job descriptions and knowledge of infrastructure needs to provide essential services and classes running. Storage of critical records and documents vital to business continuity and student records retention.	8	No Action-Insufficient funding		5	5	5	4	4	23		12
Administrative: Business Services	2026 Update	\$175,000.	ITEM: Equipment, Services, Software, Furniture	Classroom Audio Visual System Refresh for End-of-Life Equipment - Buildings and Rooms - WEQ 4, WEQ 5, WEQ 7, ITEC 110, ITEC 111	All rooms will receive a full AV system upgrade, including: *Electric projection screens *Projectors *Video management and switching systems *Audio reinforcement upgrades where needed *System control functions *Wireless presentation capability where needed *Guest input connections (HDMI, USB-C, etc.)	Many of the classroom AV systems in these rooms have reached or exceeded their normal lifecycle and are beginning to show signs of aging, reliability issues, and outdated technology standards. Upgrading these systems will ensure that classrooms remain functional, reliable, and capable of supporting modern instructional technology needs. The proposed upgrades will standardize AV systems across campus, improve ease of use for faculty, reduce troubleshooting and downtime, and maintain compatibility with current devices such as HDMI and USB-C laptops and wireless presentation platforms. Prioritizing these rooms allows the college to address the most critical systems first while maintaining a structured AV refresh cycle for classrooms across Norco College. Maintaining reliable AV infrastructure is essential for supporting daily instruction, student engagement, and the effective delivery of course content.	Network Cabling Infrastructure	3			3	4	5	4	6	22		13
Administrative: Business Services	2024 - 2027	\$90,180.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001g: ATEC 118 Classroom AV system	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in this classroom is outdated and needs to be replaced.	3	No Action-Insufficient funding	TSS/IMC Tie broke by area priority	3	4	4	4	6	21	Tie	14
Administrative: Business Services	2025 Update	\$98,000.	ITEM: Equipment, Services, Software, Furniture	Golf Cart Request (submitted originally 2024-27)	(4) Golf Carts for Facilities Department to efficiently provided services to the campus community (2) for Custodial services, (2) for Maintenance	Purchasing new golf carts enhance the efficiency of campus operations for the facilities department. This supports EMP goals by optimizing resources, improving productivity, and enhancing the overall campus experience.	Worn down existing golf carts.	4	No Action-Insufficient funding		2	5	5	5	4	21	Tie	14
Administrative: Business Services	2025 Update	\$125,000.	ITEM: Equipment, Services, Software, Furniture	New Articulating Boom Lift	A new articulating boom lift that provides enhanced reach for difficult-to-access areas. The platform is designed to accommodate heavy equipment, improving accessibility and operational efficiency. This upgrade will significantly enhance staff safety and allow for better maintenance of campus facilities.	This request aligns with the following objectives: 2025 Objective 10.1: Plan and advocate for the funding needed to meet facilities growth to achieve the vision for a more comprehensive college. 2025 Objective 10.2: Develop and maintain the Facilities Master Plan. The current boom lift is unreliable and lacks necessary functionality, limiting our ability to maintain campus facilities effectively. A new articulating boom lift will allow staff to access hard-to-reach areas and safely transport heavy equipment. This investment enhances efficiency, reduces safety risks, and ensures that facilities maintenance can meet the demands of the growing campus infrastructure.	The current boom lift truck is outdated, starting to fail, and has limited accessibility due to its size. It does not have the capability to load heavy equipment onto its platform, which limits efficiency and increases safety risks.	3	No Action-Insufficient funding		3	3	2	2	10	20		16
Administrative: Business Services	2025 Update	\$22,200.	ITEM: Equipment, Services, Software, Furniture	NCTSSIT-001f: Quantity 70 27-inch Monitors for Staff and Faculty	Quantity 70 27-inch Monitors	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. External monitors attached to mobile computer docking stations Ultimately students are disadvantaged when employees are not provided the computer equipment they use to either directly or indirectly support student programs. External monitors attached to mobile computer systems are used repeatedly for remote interactions with students unable to meet in person and provide an improved viewing environment versus the small mobile device screens.	The current stock of monitors for staff and faculty is depleted and needs to be replenished.	2	No Action-Insufficient funding		1	3	2	3	10	19		17
Administrative: Business Services	2026 Update	\$120,000.	ITEM: Equipment, Services, Software, Furniture	Classroom Ergonomic / ADA Furniture Upgrade	Funding to purchase and deploy institutional-grade ADA-compliant and ergonomic furniture to establish at least one permanent accessible station in each classroom. Implementation could occur in a phased 3-year plan about \$35,000 per year to distribute the cost and ensure consistent rollout across campus.	Establishing a permanent accessible station in each classroom strengthens equitable access to instructional spaces. Current reliance on relocating furniture between rooms each term creates logistical strain and may delay accommodation readiness. A phased implementation ensures steady progress toward campus-wide accessibility without requiring a single large capital allocation. This request directly supports Strategic Goal 3 (Equity) by reducing structural barriers for students with disabilities and promoting inclusive classroom design. It also supports Strategic Goal 7 (Facilities) by ensuring that instructional spaces are accessible, functional, and aligned with institutional commitments to student success. The request aligns with ACCJC/WASC Standard III.B (Physical Resources) by maintaining facilities that assure access, safety, and a healthful learning environment.	The college maintains 6066 active instructional classrooms serving students with diverse mobility and ergonomic needs. Currently, accessible furniture is limited and must be relocated between classrooms each term to accommodate accommodation requests.	8			4	4	5	3	2	18		18
Administrative: Business Services	2025 Update	\$75,000.	ITEM: Equipment, Services, Software, Furniture	New Electric Pickup Truck	A new electric pickup truck to support daily facilities operations, including hauling trailers, transporting equipment, and fulfilling off-campus facility requests. This vehicle will enhance efficiency, reliability, and sustainability while also being available to assist other departments when necessary.	This request aligns with the following objectives: 2025 Objective 10.1: Plan and advocate for the funding needed to meet facilities growth to achieve the vision for a more comprehensive college. 2025 Objective 10.2: Develop and maintain the Facilities Master Plan. 2025 Objective 10.9: Develop and start implementing a sustainable campus. 2025 Objective 10.13: Develop and implement plans for off-campus facilities for instructional purposes. The need for reliable transportation continues to grow as the facilities team supports off-campus instructional sites and an increasing number of operational demands. A new electric pickup truck would allow for efficient hauling of trailers and equipment while also aligning with sustainability goals. Investing in this vehicle would enhance operational efficiency, reduce maintenance costs, and contribute to the colleges commitment to a greener campus.	Currently, we have one aging pickup truck that is beginning to show signs of wear, along with a previously salvaged pickup truck that is no longer in service. The demand for transportation continues to grow, especially with off-site facilities requests and the need to haul trailers and equipment. The existing vehicle is insufficient to meet these expanding needs.	4	No Action-Insufficient funding		3	3	3	2	6	17		19

Administrative: Business Services	2024 - 2027	\$221,815.	ITEM: Equipment, Services, Software, Furniture	NCTSSIT-001a: Quantity 70 15-in Lenovo Laptops for staff/faculty.	Quantity 70 15-in Lenovo Laptops compatible with Thunderbolt 4 Dock	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classrooms instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.	The current stock of laptops and docking stations for staff and faculty is low and needs to be replenished.	3	No Action- Insufficient funding	TSS/IMC How many computers are needed for faculty, for staff?	1	5	2	2	6	16		20
Administrative: Business Services	2024 - 2027	\$450,180.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001i: CSS Video Wall System	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current video wall system in CSS is outdated and needs to be replaced.	4	No Action- Insufficient funding	TSS/IMC Tie broke by area priority	3	3	2	3	4	15		21
Administrative: Business Services	2026 Update	\$245,000.	ITEM: Equipment, Services, Software, Furniture	Classroom Audio Visual System Refresh for End-of-Life Equipment - Buildings and Rooms - HUM 111, HUM 103, HUM 102, ATEC 118, ATEC 119, ATEC 210, ATEC 211	All rooms will receive a full AV system upgrade, including: *Electric projection screens *Projectors *Video management and switching systems *Audio reinforcement upgrades where needed *System control functions *Wireless presentation capability where needed *Guest input connections (HDMI, USB-C, etc.)	Many of the classroom AV systems in these rooms have reached or exceeded their normal lifecycle and are beginning to show signs of aging, reliability issues, and outdated technology standards. Upgrading these systems will ensure that classrooms remain functional, reliable, and capable of supporting modern instructional technology needs. The proposed upgrades will standardize AV systems across campus, improve ease of use for faculty, reduce troubleshooting and downtime, and maintain compatibility with current devices such as HDMI and USB-C laptops and wireless presentation platforms. Prioritizing these rooms allows the college to address the most critical systems first while maintaining a structured AV refresh cycle for classrooms across Norco College. Maintaining reliable AV infrastructure is essential for supporting daily instruction, student engagement, and the effective delivery of course content.	Network Infrastructure Cabling	2			1	2	3	2	6	14		22
Administrative: Business Services	2024 - 2027	\$67,680.	ITEM: Equipment, Services, Software, Furniture	NCTSSAV-001a: ATEC 204 Classroom AV system	A build of materials list of AV components and equipment will be provided.	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty and students might find the teaching and learning devices they bring into the classroom no longer compatible with the classrooms audiovisual equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught/used is outdated and they opt for another college.	The current AV equipment in this classroom is outdated and needs to be replaced.	3	No Action- Insufficient funding		1	2	1	2	6	12		23
Administrative: Business Services	2024 - 2027	\$22,200.	ITEM: Equipment, Services, Software, Furniture	NCTSSIT-001e: Quantity 70 Replacement 27-inch Student Instructional Monitors for Computer Labs.	Quantity 70 27-inch Dell Monitors	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classrooms instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.	The current student instructional monitors in computer labs have reached their end-of- life.	3	No Action- Insufficient funding	TSS/IMC Tie broke by area priority	1	2	1	1	6	11		24
Administrative: Business Services	2026 Update	\$15,000.	ITEM: Equipment, Services, Software, Furniture	Smart mapping for Campus Resilience: Enhancing Facilities and Emergency Preparedness	Funding to implement Geographic Information System (GIS) mapping of key safety and facilities assets, including utility shutoffs, life-safety infrastructure, and critical systems. This will support maintenance planning, inspection documentation, and emergency response coordination.	The college currently relies on static blueprints and institutional knowledge to identify and locate utility shutoffs and critical infrastructure systems. This approach presents operational risk during emergency events, maintenance disruptions, and staff transitions. Implementing a GIS-based mapping platform will centralize and digitize critical facilities data, providing more accurate, accessible, and updateable records of campus infrastructure. This supports more efficient maintenance planning, faster emergency response to utility incidents, and improved coordination during operational disruptions. This request supports Strategic Goal 7 (Facilities) by enhancing long-term infrastructure management and ensuring that physical resources are maintained in a systematic and sustainable manner. Additionally, this project supports ACCJC/WASC Standard III.B (Physical Resources), which requires institutions to systematically plan and evaluate physical resources to assure safety, security, and sustainability. Centralized GIS mapping enhances the college's ability to maintain its facilities responsibly and efficiently.	Existing campus blueprints and institutional knowledge regarding utility shutoffs and infrastructure pathways. However, this information is not centralized in a dynamic, GIS-based platform.	3	No Action- Insufficient funding		1	2	1		6	10		25
Administrative: Business Services	2024 - 2027	\$145,000.	ITEM: Equipment, Services, Software, Furniture	Backhoe/Loader Tractor	A (N) Backhoe/Loader Tractor for Facilities department	A backhoe can significantly enhance the Grounds team the ability to maintain the campus, ensuring it is clean, safe, and visually appealing. The ability to quickly and efficiently carry out tasks such as landscaping, soil movement, and trenching for irrigation can lead to a more attractive campus, fostering pride among all constituent groups. The use of a backhoe can increase the efficiency of the Grounds team, reducing the physical strain associated with manual labor. This contributes to a more positive workplace environment and can improve the overall morale of the staff.Relation to Objective 10.1 (Support for Facilities Growth): Infrastructure Development: A backhoe would be instrumental in supporting the growth of facilities through efficient groundwork and preparation for new buildings or renovations. This aligns with the objective of planning for and advocating for the resources necessary to support facilities growth. Relation to Objective 10.2 (Facilities Master Plan): Execution of Grounds-related Goals: The backhoe enables the Grounds team to effectively implement the outdoor space aspects of the Facilities Master Plan. This includes tasks such as creating new landscape features, repairing pathways, or preparing sites for new facilities. Relation to Objective 10.6 (Maximizing Funding): Campus Appeal and Funding Opportunities: A well-maintained campus can serve as a showcase for potential donors and funding bodies. The backhoe's contribution to campus aesthetics and functionality can make the college more attractive to these groups, potentially leading to increased funding opportunities. Relation to Objective 10.9 (Sustainable Practices): Sustainable Grounds Maintenance: The backhoe can be used in projects that promote sustainability on campus, such as developing rain gardens or constructing swales for stormwater management. These projects contribute to the college's commitment to sustainable campus practices. Relation to Objective 10.10 (Building Community): Enhancing Community Spaces: By maintaining and improving outdoor communal areas with the help of a backhoe, the Grounds team can contribute to creating inviting spaces that encourage community interaction and engagement. Relation to Objective 12.1 (Budget Augmentations):Operational Efficiency: The acquisition of a backhoe is an investment that can lead to long-term savings by reducing the time and labor costs associated with grounds maintenance. This aligns with planning for budget augmentations to meet operational demands. In requesting a backhoe for the grounds/facilities, it is crucial to emphasize how this resource will directly contribute to achieving the college's strategic objectives. The backhoe will enable the Grounds team to work more effectively, enhance the campus environment, foster a positive workplace culture, and support the college's vision for facilities growth and sustainability. Additionally, over the past two years facilities department has incurred expenses amounting to nearly \$10,000 for repairs on the exiting tractor, which is now demonstrably prone to breakdown. Currently, the tractor is inoperable and requires further repairs. Given the ongoing maintenance costs and the unreliability of the existing equipment, it would be in the college's best interest to invest in a replacement tractor.	Existing failing backhoe/loader	2	No Action- Insufficient funding	Facilities		1	1		6	8		26
Administrative: Business Services	2025 Update	\$50,000.	ITEM: Equipment, Services, Software, Furniture	NCTSS-001: TSS vehicle for transferring equipment between Norco College locations	Work van	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Equipment delivered between Norco College locations is either directly used in student instruction or indirectly used by programs and employees that support student instruction. TSS team members at Norco College should not have to rely on their personal vehicles or wait for a Norco College vehicle to become available; especially if not delivering equipment disrupts student instruction.	Personal vehicles and Norco College vehicles when they are available	4	No Action- Insufficient funding			1			4	5		27

Administrative: Business Services	2026 Update	\$70,000.	ITEM: Equipment, Services, Software, Furniture	Temperature-Controlled Emergency Storage	Funding to procure and install a 40 high-cube refrigerated storage container (or modular temperature-controlled storage unit)	The college maintains emergency supplies to support response and recovery operations; however, current storage conditions expose materials to temperature fluctuation and environmental degradation. Installation of a temperature-controlled storage unit preserves the shelf life of critical supplies, protects assets from infestation and heat damage, and reduces long-term replacement costs. This request supports Strategic Goal 7 (Facilities) by strengthening physical infrastructure that supports emergency readiness and campus safety. It also aligns with ACCJC/WASC Standard III.B (Physical Resources) by ensuring that institutional resources are maintained in a manner that supports safety, sustainability, and operational continuity.	Designated space on campus suitable for placement of a temperature-controlled storage container. The college currently maintains disaster supplies that require protection from heat exposure and environmental degradation.	6			1	1	1		0	3		28
Administrative: Business Services	2024-2027	\$207,000.	ITEM: Equipment, Services, Software, Furniture	NCTSSIT-001a: Quantity 30 Replacement Student Instructional Desktop Computers for ATEC 118.	Quantity 30 Dell Desktop Small-Form Factor (SFF) computers	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more-comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classrooms instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.	The current student instructional computers in ATEC 118 have reached their end-of-life:	9	No Action- insufficient funding	TSS/IMG Tie broke by area priority						0	This Classroom is offline and will be used for Business and Entrepreneurship. Request can be deleted. T.Bell	N/A
Administrative: Business Services	2024-2027	\$207,000.	ITEM: Equipment, Services, Software, Furniture	NCTSSIT-001c: Quantity 30 Replacement Student Instructional Desktop Computers for CACT-2.	Quantity 30 Dell Desktop Small-Form Factor (SFF) computers	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more-comprehensive college. Ultimately students are disadvantaged when obsolete equipment is not replaced as technology outside the college continues to improve and evolve. Faculty might find the teaching devices they bring into the classroom no longer compatible with the classrooms instructional equipment. Students might find they are learning on obsolete equipment the workplace is no longer using. Programs might find they cannot teach a course requiring newer technology, so those courses cannot be offered. Colleges might find lower enrollment if students complain the technology taught is outdated and they opt for another college. Employees often find that their devices lack the resources to be compatible with updates and newer versions of the software they use.	The current student instructional computers in CACT-2 have reached their end-of-life:	9	No Action- insufficient funding	TSS/IMG Tie broke by area priority						0	CACT has been demolished this request can be deleted. T.Bell	N/A
Administrative: Business Services	2025-Update	\$50,000.	ITEM: Equipment, Services, Software, Furniture	Update dining room tables and chairs	We would like to update the tables and chairs to ensure we have ample seating for students and staff.	This project support 7.6: Wellness and Success as well as 10.10: Building community spaces as creating a welcoming environment is very important to students and the dining room is often the busiest place on campus which we promote and enjoy:	We have tables and chairs that are over a decade old and beginning to fail. Many tables wobble and seating is now limited:	1	No Action- insufficient funding							0	Funded in 25/26 using Salary Savings. Request can be deleted. T.Bell	N/A

[illegible]

BUDGET											NORCO COLLEGE BUSINESS SERVICES										PRIORITY: 5=Very; High 4=High; 3=Medium; 2=Low; 1=Very Low; 0=NA					
Unit	Cycle	\$ Amount Requested	Resource Type	Resource Title	What resources do you need?	Please summarize how this request supports one or more EMP Goals, Equity goals, your program plans or goals, and/or is supported by outcomes assessment data.	What resources do we already have?	Priority	Funding Status	2024-25 Notes	To what extent does this request support one or more EMP GOALS?	To what extent does this request support a PROGRAM REVIEW GOAL?	To what extent does this request support student SAFETY or COMPLIANCE?	To what extent is this request supported by OUTCOMES ASSESSMENT DATA?	DEPT RANKING Highest Rank = 10 Second Highest= 8 Third Highest= 6 Fourth Highest= 4 Fifth Highest= 2 Sixth Highest= 0	Rubric Total	2025-NOTES	2024-25 Council Rankings								
Administrative: Business Services	2025 Update	\$400,000.	BUDGET: Facilities Building, Remodel	Keyless Access Control System for: Humanities, Science and Technology, Applied Technology, & Library (Exterior)	Hire a consultant to provide a comprehensive analysis to ensure the following: - Ensuring compatibility with the existing access control system. - Assessing scalability, network infrastructure, and power supply requirements. - Ensuring smooth integration with existing security systems. - Provide user training and education for staff and users at new locations. Hire a contractor to install new controllers after analysis has been completed.	Objective 9.2: The addition of the keyless access control system helps preserve and foster a positive workplace culture for all constituent groups within the college. The system provides a convenient and user-friendly experience for full-time faculty, part-time faculty, classified professionals, student workers, and managers, enhancing their satisfaction and well-being. Objective 10.1: The addition of the keyless access control system supports the college's plan to advocate for funding to meet the growing facility needs. It enhances the existing access control infrastructure, ensuring that the college can accommodate its expanding facilities in a comprehensive manner. Objective 10.2: The implementation of the keyless access control system aligns with the college's objective to develop and maintain a Facilities Master Plan. This expansion can be incorporated into the plan as a means to improve and update the existing access control system, ensuring effective management of facility access. Objective 10.6: The request for the expanded keyless access control system aligns with the college's objective to develop plans and strategies to maximize state facilities funding. By showcasing the college's commitment to modernization and technological advancements, it increases the potential for securing state funding for local projects. Objective 10.9: The expansion of the keyless access control system can contribute to the college's efforts to develop and implement a sustainable campus. By minimizing the use of physical keys and adopting energy-efficient technologies, the system supports the college's sustainability goals. Objective 10.10: The addition of the keyless access control system contributes to the intentional design of spaces that build community. By providing convenient and secure access, the system fosters a sense of inclusivity and community engagement among students, faculty, and staff. Objective 12.1: The request for an expanded keyless access control system may require budget augmentations to meet operational demands. Advocating for the necessary funds aligns with the college's objective to plan and secure the general fund budget needed to achieve its comprehensive vision. In summary, the request for an additional keyless access control system at the college complements several objectives, including facility growth, Facilities Master Plan, community building, budget augmentations, sustainability, workplace culture, and funding maximization.	Existing access control panels at College Resource Center, Center for Student Success, Industrial Technology, Soccer Complex, Veterans Resource Center and Operation Center.	2	No Action- Insufficient funding	Student Service was the only building that received progress.	5	5	5	5	10	30		1								
Administrative: Business Services	2026 Update	\$1,200,000.	BUDGET: Facilities Building, Remodel	F1 AJAX Boilers Upgrade	RFPQ, Architect, Mechanical engineer, Department of State Architect (DSA) approve set plans, DSA inspector, & a License Contractor for construction.	Objective 9.2, which aims to foster a positive workplace culture for all constituent groups, including faculty, staff, and students, is indirectly supported by the boilers request. By ensuring a reliable and comfortable working and learning environment, the boilers contribute to creating a positive atmosphere on campus. Objective 10.1 of the 2025 plan, which aims to plan and advocate for funding to meet facilities growth and achieve a more comprehensive college. The boilers are crucial for maintaining the energy supply to the college, ensuring uninterrupted operations, and supporting any new buildings developed in the future as part of the Facilities Master Plan (Objective 10.2). Objective 10.6, which emphasizes developing plans and strategies to maximize local project funding availability. By investing in energy-efficient infrastructure, the college can leverage potential state facilities funding and demonstrate its commitment to sustainability, increasing the likelihood of securing funding for future projects. Objective 10.9, which focuses on developing and implementing sustainable campus initiatives. Energy efficiency is a crucial component of sustainability, and the chiller's improved efficiency will contribute to reducing the college's carbon footprint and promoting environmental stewardship. Objective 10.10, which focuses on designing spaces that intentionally build community. It enhances the overall campus infrastructure, creating a comfortable and efficient environment for students, faculty, and staff, fostering a sense of community and collaboration. Objective 12.1, which aims to plan and advocate for budget augmentations to meet operational demands. By investing in an energy-efficient chiller, the college can achieve its vision for a more comprehensive institution while minimizing operational costs and environmental impact. In summary, the request for a new boilers for the F1 plant supports multiple objectives outlined in the 2025 plan, including facilities growth, comprehensive campus development, community building, budget advocacy, sustainability, positive workplace culture, and strategic funding maximization.	A comprehensive report of the condition of the college HVAC system completed in 21/22, and data from the district Sustainability Climate Action Plan (SCAP).	1			5	5	5	5	8	28		2								
Administrative: Business Services	2024 - 2027	\$20,000.	BUDGET: Request Ongoing Funding (Support, Mktg)	NCTSSAV-002a: Ongoing augmentation of the AV repairs budget	Ongoing augmentation of the AV repairs budget	EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when broken AV equipment is not repaired or replaced. TSS currently only has a budget for repairing its own technology equipment and does not have a budget for repairing College and District Office technology equipment outside of TSS. To repair or replace College and District Office technology equipment TSS must either forward repair costs to the departments or go through the program review process to obtain funds to repair or replace equipment vital for supporting instruction and subsequently supporting student success.	Skilled and experienced classified AV professionals familiar with the acquisition, maintenance, and lifecycle of AV equipment.	3	No Action- Insufficient funding		4	4	4	4	6	22		3								
Administrative: Business Services	2026 Update	\$150,000.	BUDGET: Facilities Building, Remodel	Upgrade to Library and IT bldg. Elevators	The primary resource needed is funding to support an elevator upgrade project for both units. These upgrades may include replacement of controllers, motors, door operators, communication systems, and safety components that are no longer supported by manufacturers.	This request supports EMP Goal 10: Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts by addressing the need to upgrade aging elevators that have not yet been modernized, which are among the oldest elevator systems currently in operation on campus. These units have exceeded their expected service life and require frequent repairs, resulting in increased maintenance costs, service interruptions, and reliability concerns that impact daily campus operations. Upgrading these systems will improve reliability, enhance safety, and ensure consistent accessibility to all building levels for students, faculty, staff, and visitors. Reliable vertical transportation is essential to maintaining full use of campus facilities and supporting an environment that is welcoming and accessible to the entire college community.	The college currently relies on existing Facilities staff and contracted elevator service vendors to maintain the operation of all campus elevators, including the IT Building and Library elevators.	3			3	5	5	2	6	21		4								

Administrative: Business Services	2026 Update	\$150,000.	BUDGET: Facilities Building, Remodel	Remove Emergency “Blue” phones across campus	Funding for professional decommissioning and removal of all emergency blue phone towers, including electrical disconnection, foundation removal as required, and site restoration. This work may be implemented in a phased approach and funded incrementally if necessary. The emergency blue phone system has reached end-of-life status. The manufacturer is no longer in business, replacement parts are discontinued, and multiple units are currently non-operational. Continued reliance on unsupported infrastructure presents a potential liability exposure. Maintaining obsolete and partially non-functional emergency equipment may create a false expectation of reliability. Systematic decommissioning and removal of these obsolete infrastructure ensures that campus safety systems remain intentional, functional, and aligned with current operational practices. This request supports Strategic Goal 7 (Facilities) through responsible lifecycle management of aging physical infrastructure and ongoing evaluation of campus safety resources. Additionally, this request aligns with ACCJC/WASC Standard III.B (Physical Resources), which requires institutions to evaluate and maintain physical resources to assure safety and security in a systematic and sustainable manner.	The college maintains 31 emergency blue phone and tower locations installed approximately 30–35 years ago. These systems are no longer supported by the original manufacturer, and replacement parts are discontinued. At least 10 units are currently non-operational, and additional units are experiencing failure. The campus currently maintains multiple modern emergency communication systems, including the Rave Alert mass notification platform, campus siren/annunciator systems, on-site police presence, county sheriff dispatch and 911 integration, and phone access in classrooms and offices.	4	In Progress	This project was started in Summer and will be completed this fiscal year 2025/26	4	4	4	4	4	20	5
Administrative: Business Services	2026 Update	\$15,000.	BUDGET: Facilities Building, Remodel	Door Replacement Library classroom 121	Funding for full removal and replacement of the existing storefront-style commercial door assembly, including frame modification as needed, upgraded locking hardware, and professional installation. The current door hardware in Library 121 is equipped with exterior key-operated deadbolt and does not provide an interior locking function. During a lockdown or shelter-in-place event, this design requires an occupant to exit the room to engage the lock. Once outside, the individual would not be able to re-enter the room while maintaining the locked condition intended to protect those inside. This design delays room securement and creates unnecessary risk exposure. This upgrade supports Strategic Goal 7 (Facilities) by maintaining safe and functional campus facilities. It also aligns with ACCJC/WASC Standard III.B (Physical Resources), which requires that physical resources be constructed and maintained to assure safety and security for students and employees. Updating the door hardware corrects a known design deficiency and brings the room into alignment with current lockdown best practices. The improvement reduces exposure risk, supports emergency preparedness protocols, and ensures that facilities function as intended during critical incidents.	Existing door, and lock/key system	2	No Action- Insufficient funding		2	2	5	2	8	19	6
Administrative: Business Services	2025 Update	\$750,000.	BUDGET: Facilities Building, Remodel	Campus Wide Wayfinding	To significantly improve wayfinding on campus, it is essential for the college to obtain approved set plans from the Division of State Architect for a comprehensive signage system, information kiosks, and directories. By implementing these resources, the college aims to enhance navigation for students, faculty and staff, ensuring they can easily access and utilize available resources effectively. Additionally, funding will be required to support the implementation of the approved design and to ensure the successful completion of the project. The request for campus-wide wayfinding supports several objectives outlined in the Facilities Master Plan (FMP) and the Education Master Plan (EMP) for Norco College, as well as the 2025 objectives: 1. FMP and EMP Alignment: The request for campus-wide wayfinding aligns with the objectives of developing and maintaining the Facilities Master Plan (Objective 10.2) and the Education Master Plan (Objective 10.9). Wayfinding systems are essential for creating an efficient and well-organized campus environment. By improving navigational signage and systems, the college enhances the overall campus experience, contributes to a positive workplace culture (Objective 9.2), and supports the goals outlined in the Education Master Plan. 2. Facilities Growth and Comprehensive College Vision: The request for campus-wide wayfinding supports Objective 10.1, which focuses on planning and advocating for the funding needed to meet facilities growth and achieve the vision for a more comprehensive college. Effective wayfinding systems are crucial for accommodating the growth of the college and ensuring that new and existing facilities are easily accessible and navigable. By requesting resources for wayfinding, the college demonstrates its commitment to supporting facilities growth and providing a comprehensive campus experience. 3. Designing Spaces that Build Community: Campus-wide wayfinding directly supports Objective 10.10, which emphasizes the design of spaces that intentionally build community. Clear and well-designed wayfinding systems create a more inclusive and welcoming environment for students, faculty, staff, and visitors. By improving navigation and creating intuitive pathways, the college enhances community engagement and fosters a sense of belonging on campus. 4. Budget Augmentations and Capitalizing on Funding: The request for campus-wide wayfinding can align with Objective 12.1, which focuses on planning and advocating for general fund budget augmentations to meet operational demands. While the specific funding needs for wayfinding may vary, it is an essential investment in operational efficiency and improving the overall campus experience. Additionally, effective wayfinding can help maximize local project funding availability (Objective 10.6) by ensuring that resources are efficiently utilized and supporting the successful implementation of other projects. In summary, the request for campus-wide wayfinding supports the FMP and EMP for Norco College by enhancing navigational systems and promoting a comprehensive, community-oriented campus. It aligns with objectives related to facilities growth, comprehensive college vision, workplace culture, budget augmentations, and maximizing funding availability.	The college existing signage exhibits signs of deterioration, including fading, breakage and overall poor condition. The college has engaged the expertise of a licensed architect to develop the schematic design, which has been approved by the college. Currently, we are in the process of reviewing the construction design to move forward with implementing the necessary improvements.	7	No Action- Insufficient funding		5	5	3	5	0	18	7
Administrative: Business Services	2024 - 2027	\$10,000.	BUDGET: Request Ongoing Funding (Support, Mktg)	NCTSSIT-002a: Ongoing augmentation of the IT repairs budget	Ongoing augmentation of the IT repairs budget EMP Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Ultimately students are disadvantaged when broken IT equipment is not repaired or replaced. TSS currently only has a budget for repairing its own technology equipment and does not have a budget for repairing College and District Office technology equipment outside of TSS. To repair or replace College and District Office technology equipment TSS must either forward repair costs to the departments or go through the program review process to obtain funds to repair or replace equipment vital for supporting instruction and subsequently supporting student success.	Skilled and experienced classified IT professionals familiar with the acquisition, maintenance, and lifecycle of IT equipment.	3	No Action- Insufficient funding		3	3	3	2	6	17	8
Administrative: Business Services	2026 Update	\$175,000.	BUDGET: Facilities Building, Remodel	Update to HAWK pedestrian crosswalk system.	Funding to install an additional solar-powered signal tower within the center median to enhance visibility during pedestrian crossing activation. This request enhances the existing HAWK pedestrian crosswalk system by installing an additional solar-powered signal tower within the center median to improve driver visibility during activation. The enhancement provides increased visual redundancy and strengthens driver awareness during pedestrian crossings. The cost estimate is based on prior vendor consultation and represents a planning-level projection. Final costs will be confirmed through updated vendor pricing prior to execution. This project supports Strategic Goal 7 (Facilities), Objective 7.4: Enhance transportation infrastructure, by improving pedestrian safety within a high-use campus corridor. Survey data from Fall 2023 indicates that approximately 20% of respondents identified pedestrian awareness and crosswalk safety as areas of concern. This enhancement directly responds to those identified safety perceptions while reinforcing existing infrastructure. Additionally, this request aligns with ACCJC/WASC Standard III.B (Physical Resources) by maintaining and improving transportation infrastructure to support a safe and functional campus environment.	The campus currently maintains an operational HAWK pedestrian crosswalk system on Third Street, including signal heads, signage, roadway striping, and supporting traffic infrastructure.	5	No Action- Insufficient funding		2	5	3	3	2	15	9

Administrative: Business Services	2025 Update	\$345,000.	BUDGET: Facilities Building, Remodel	Repainting & Repairs to Exterior of the building's campus wide	Financial resources are required to cover the expenses associated with hiring a professional painting contractor and acquiring the necessary materials.	EMP 10.1, 10.2, 10.10, 12.11. Objective 10.1: Plan and advocate for the funding needed to meet facilities growth to achieve the vision for a more comprehensive college. Repainting the entire college exterior is a necessary facility improvement that contributes to creating a more comprehensive college. By requesting funds for this project, the college demonstrates its commitment to enhancing the campus environment and meeting the facilities growth required to achieve its vision. 2. Objective 10.2: Develop and maintain Facilities Master Plan. Repainting the college exterior aligns with the objective of developing and maintaining a Facilities Master Plan. This plan aims to establish a systematic approach to managing and improving college facilities. By including the repainting project in the plan, the college demonstrates its commitment to maintaining and upgrading its physical infrastructure. 3. Objective 10.10: Design spaces that intentionally build community. Repainting the entire college exterior can contribute to the objective of designing spaces that intentionally build community. A fresh coat of paint can enhance the aesthetic appeal of the college and create a welcoming environment. It can foster a sense of pride and belonging among students, faculty, and staff, thus promoting a stronger sense of community on campus. 4. Objective 12.1: Plan and advocate for the general fund budget augmentations needed to meet operational demands to achieve the vision for a more comprehensive college. Requesting funding for repainting the college exterior falls under the objective of planning and advocating for budget augmentations to meet operational demands. By prioritizing the repainting project, the college recognizes the importance of maintaining a visually appealing campus environment that aligns with its comprehensive vision. It demonstrates a commitment to allocating resources to improve the overall college experience for its stakeholders. In summary, the request for repainting the entire college exterior supports the 2025 objectives by contributing to facilities growth, aligning with the Facilities Master Plan, promoting community-building, and advocating for budget augmentations to enhance the college's comprehensive vision.	A Facilities department with the expertise in preventative maintenance, industry standards on proper upkeep of exterior of buildings and a designated operational budget.	5	No Action- Insufficient funding		3	3	3	3	2	14	10
Administrative: Business Services	2026 Update	\$65,000.	BUDGET: Facilities Building, Remodel	Installation of pedestrian crosswalk at Third Street and Mustang Circle	Funds for vendors to provide labor and installation and materials for crosswalk. Some materials will include paint, possible grading work, associated concrete work, signs, and potential DSA/engineering review.	This request establishes an additional marked pedestrian crossing to improve campus circulation and connectivity between major facilities, including STEM and the Veterans Resource Center. The project includes ADA-compliant curb ramp reconstruction to ensure accessibility standards are met. Fall 2023 survey data indicated that approximately 20% of respondents identified crosswalk visibility and safe routes to campus as areas of concern. This project supports Strategic Goal 7 (Facilities), Objective 7.4: Enhance transportation infrastructure, by strengthening pedestrian circulation infrastructure while maintaining accessibility compliance. The request also aligns with ACCJC/WASC Standard III.B (Physical Resources) by maintaining and improving transportation infrastructure to support a safe and accessible campus environment.	Existing road infrastructure and layout to contribute to the overall support of this project.	10	No Action- Insufficient funding		2	3	5	3	0	13	11
Administrative: Business Services	2025 Update	\$50,000.	BUDGET: Facilities Building, Remodel	Emergency Backup Power	Backup generators to power the walk-in cooler and freezer.	Power outages affect the college regularly. These events put our cold food inventory at risk of spoilage, which has resulted in thousands of dollars in losses over the past several years. We would like to have an emergency system available so when the power fails the food inventory would stay cold. The minimum is to support the walk-in cooler and freezer but additional power would be necessary to offer emergency food services to the community.	We have all the equipment necessary for emergency food services if requested to provide this service to the community.	6	No Action- Insufficient funding	Tie broke by area priority (Potentially the battery back up from our campus Solar project will cover this resource request TBD)	3	3	5	1	0	12	12
Administrative: Business Services	2026 Update	\$5,500.	BUDGET: Request Ongoing Funding (Support, Mktg)	Support for Building Captain Initiative	Funding to sustain and strengthen the Building Captain program annually. Implementation will be structured over a development cycle, including 3rd party emergency preparedness training and refresher sessions. Additional communication tools and basic safety equipment as well as program recognition to maintain participation and continuity.	A phased investment over multiple years ensures consistency in training, equipment standardization, and program sustainability. This request supports Strategic Goal 7 (Facilities) by strengthening campus safety readiness and ensuring that physical spaces are supported by trained personnel during emergencies. The program also aligns with ACCJC/WASC Standard III.B (Physical Resources), which requires institutions to maintain facilities that assure safety and security. Effective building-level coordination complements physical infrastructure and strengthens institutional emergency preparedness capacity.	The college maintains a volunteer Building Captain program consisting of designated staff members who assist with emergency coordination, communication, and building-level response during drills and incidents. Participants currently serve in a voluntary capacity without dedicated program funding.	9	No Action- Insufficient funding	originally entered as Staff: professional development, updated to Budget for ranking purposes.	1	5	2	2	0	10	13
Administrative: Business Services	2026 Update	\$19,000.	BUDGET: Facilities Building, Remodel	Install traffic control speed cushions/tables on 3rd street	Funding for installation labor to complete the project.	This request provides installation labor funding to complete a previously funded traffic safety improvement project on Third Street. Speed cushion materials were purchased during the prior funding cycle as part of a phased roadway safety plan that included delineators and dedicated turn lanes. Due to timing constraints within the prior funding window, installation labor was not executed before the allocation expired. The materials are currently on site. This request does not expand scope; it completes the original project as designed. Completion supports Strategic Goal 7 (Facilities), Objective 7.4: Enhance transportation infrastructure, by finalizing planned roadway safety improvements in a high pedestrian-use corridor. Completing this installation also aligns with ACCJC/WASC Standard III.B (Physical Resources), which requires that physical resources be constructed and maintained to assure access, safety, and security. Finalizing the approved traffic-calming measures ensures the colleges transportation infrastructure meets that expectation.	Existing roadway infrastructure and layout on Third Street. Speed cushion materials previously purchased as part of an approved phased traffic safety improvement project.	1	No Action- Insufficient funding		5	4	5	1	6	21	14

Mosaic Plaque Selection & Placement

Resource Council Presentation | **September 24, 2026**

Presentation Highlights

Part 1: Brief History

Part 2: Existing Plaques

Part 3: Plaque Mock-up

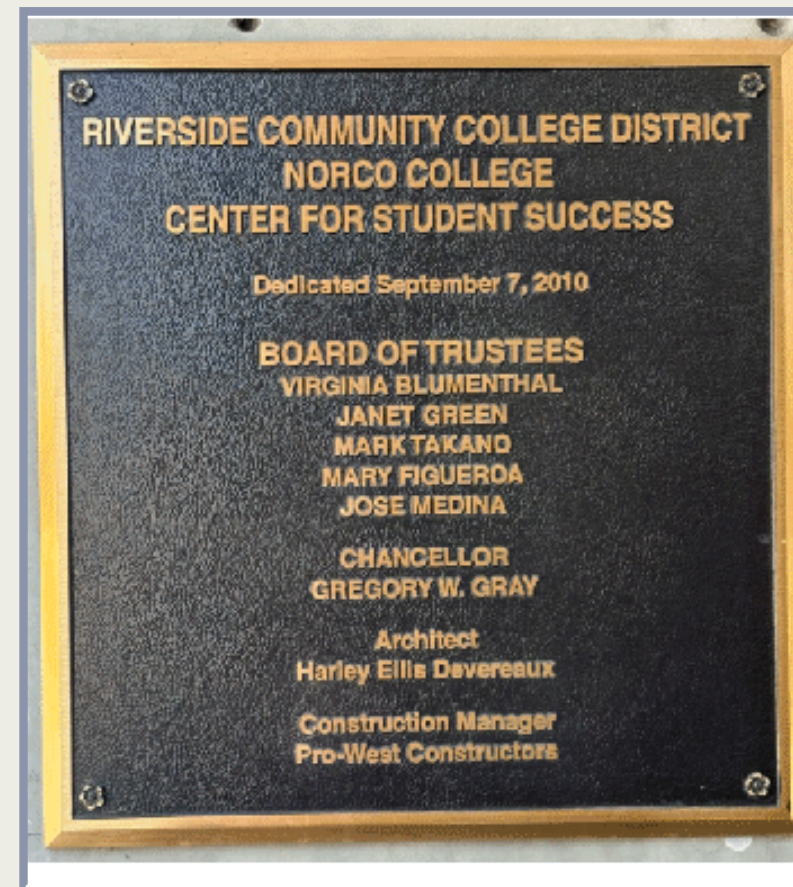
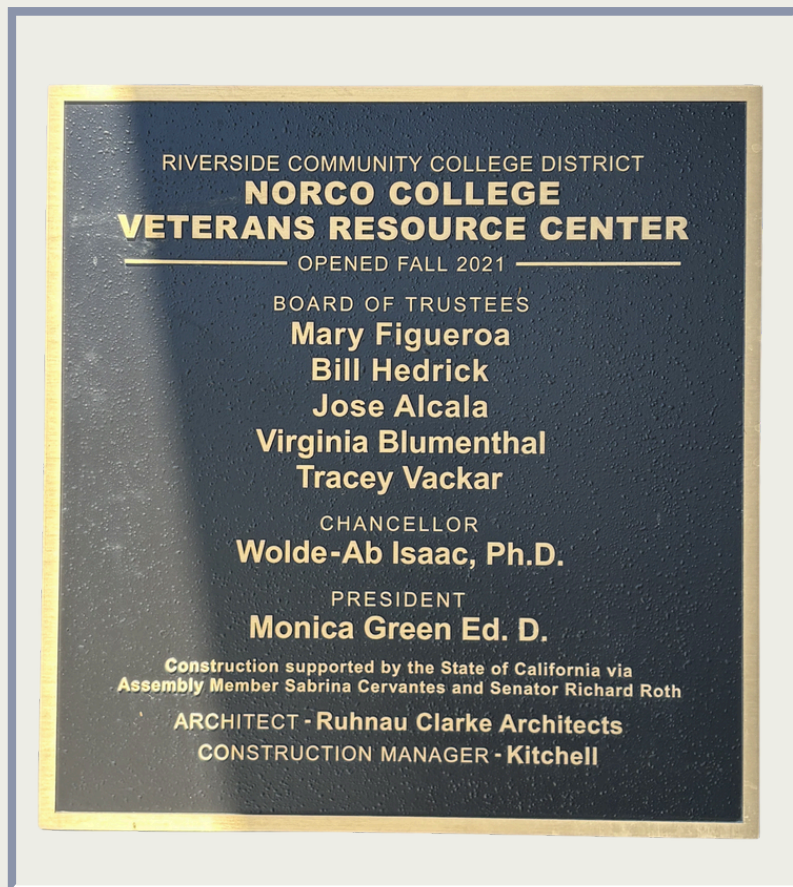
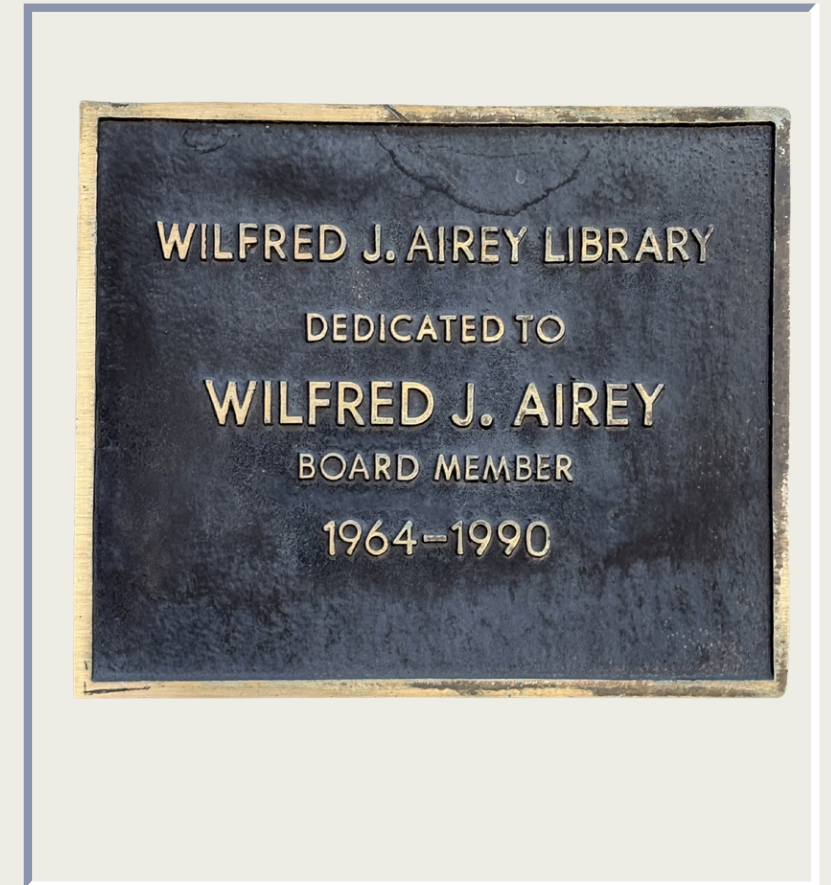
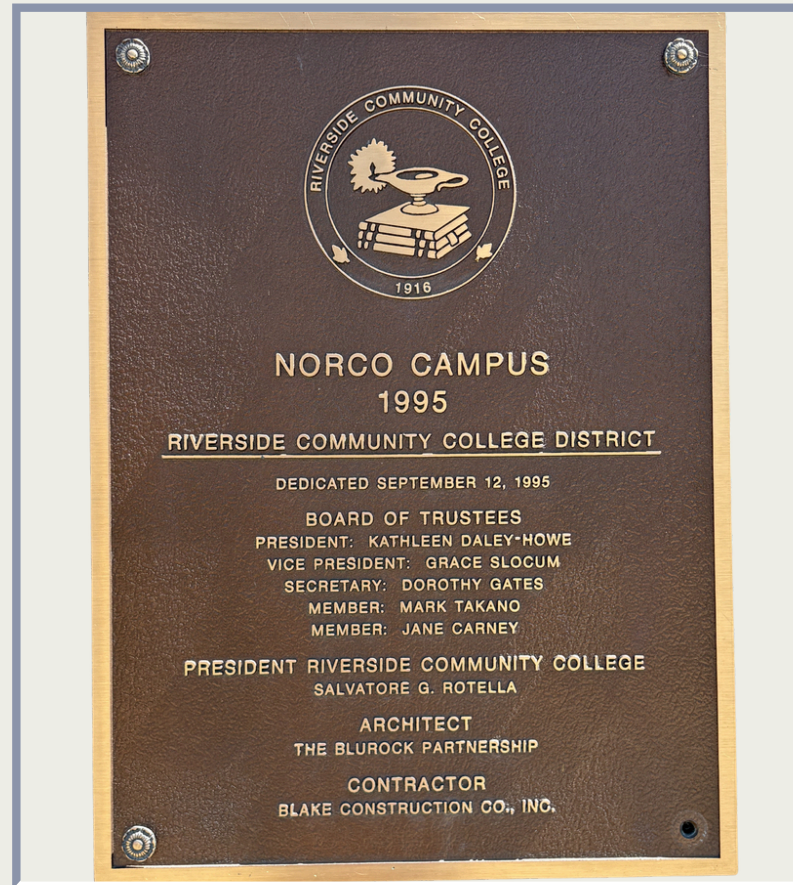
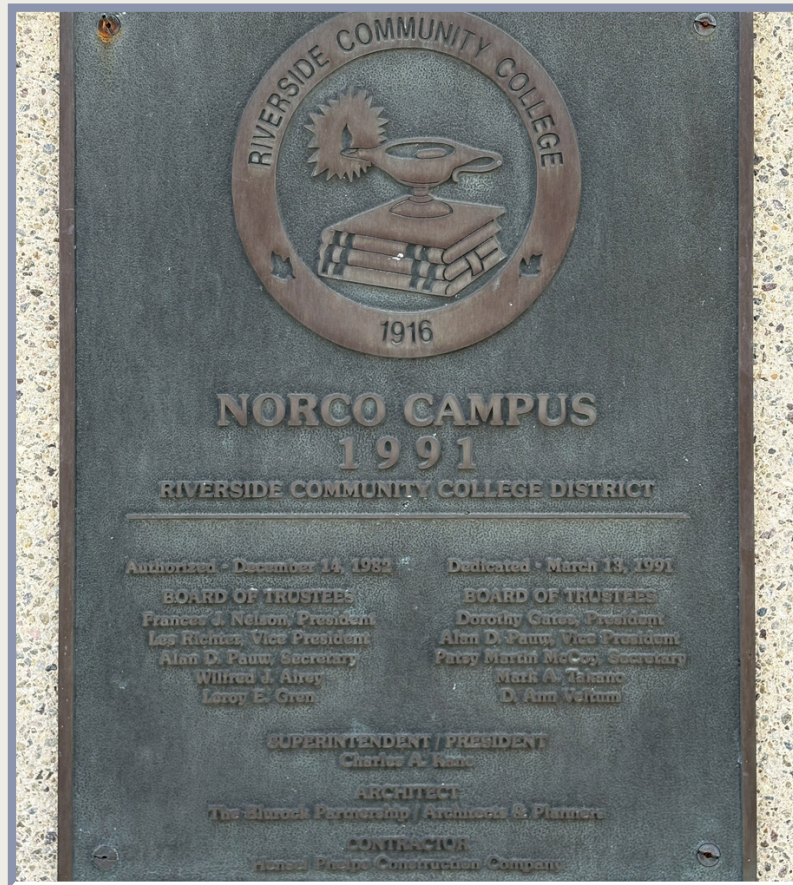
Part 4: Proposed Language Options

Part 5: Proposed Placement

Part 6: Specs & Pricing

Community Mosaic History

The Community Mosaic Mural was unveiled in May 2024 as a collaborative art project designed to celebrate the diverse voices, experiences, and aspirations of the Norco College community. Through a series of workshops and community-building activities, students, employees, and community members contributed individual pieces that were assembled into a unified work of art. Supported by the Associated Students of Norco College, the project reflects the college's commitment to belonging, connection, and the spirit of Sawubona, "I see you."





- Cast bronze
- Oxidized black background
- Raised bronze lettering
- Matching CSS plaque aesthetic, no rosettes

Option 1 | 8" x 12" vertical orientation

Text (Centered):

COMMUNITY MOSAIC

Sawubona "I see you"

Inspired by the concept of Sawubona, this mosaic celebrates belonging, achievement, and the diverse experiences of Norco College students.

Made possible through the generous support of the
Associated Students of Norco College

Option 2 | 8" x 6" horizontal orientation

Text (Centered):

COMMUNITY MOSAIC

Sawubona ("I see you")

Made possible through the generous support of the
Associated Students of Norco College

Installed 2024

Option 1 - 8x12" Vertical

COMMUNITY MOSAIC

Sawubona

“I see you”

Inspired by the concept of Sawbona,
this mosaic celebrates belonging,
achievement, and the diverse
experiences of Norco College students.

Made possible through
the generous support of the
Associated Students of Norco College.

Option 2 - 8x6" Horizontal

COMMUNITY MOSAIC

Sawubona

“I see you”

Made possible through
the generous support of the
Associated Students of Norco College

Installed 2024



RIVERSIDE COMMUNITY COLLEGE DISTRICT
HORCO COLLEGE
CENTER FOR STUDENT SUCCESS
Dedicated September 7, 2014
BOARD OF TRUSTEES
VERONICA ALVARADO
JAMES CARR
BARRY TAYLOR
KIMMY FERRERA
JOSE MEDINA
CHANCELLOR
CHRISTOPHER A. GALT
Assistant
Marilyn Ellis Deaneaux
Construction Manager
Pete West Constructors

201

CENTER FOR
STUDENT
SUCCESS

EXIT





Specifications & Pricing

Option 1

Size: 8x12" Vertical Orientation

\$620 Plaque + \$175 Engraving Set-up Charge = **\$795 Grand Total**

- Precision BRONZE Plaque 1/4" Thick: Painted Edges
- Rectangle/Square Corner Shape
- Raised Copy-Horizontal Stroke
- Leatherette-w/Brushed Surface
- BEVEL-Wide, Single Line Border

Option 2

Size: 8x6" Horizontal Orientation

\$380 Plaque + \$175 Engraving Set-up Charge = **\$555 Grand Total**

- Precision BRONZE Plaque 1/4" Thick: Painted Edges
- Rectangle/Square Corner Shape
- Raised Copy-Horizontal Stroke
- Leatherette-w/Brushed Surface
- BEVEL-Wide, Single Line Border

Funding Source: President's Office General Fund

Installation Complete: Fall 2026

Meets 2030 EMP Goal 10 Objective 10.10



**Thank
you for
your
attention.**



NORCO
COLLEGE

PROJECT UPDATES

Project Updates for Resource Council

Campus projects, infrastructure, and CHP+K construction progress

September 2026

Presented by Trae Bell
Director of Facilities



Corona Education Center — Executive Update

Where we are, what matters, and the decisions ahead

SITE

9.6 acres

813–839 North Main Street, Corona

BOND ALLOCATION

\$160M

Local bond allocation identified for the CEC Project

HIGH-PRIORITY PROGRAM

43,018 ASF

Current assignable-space baseline

ANTICIPATED TARGET

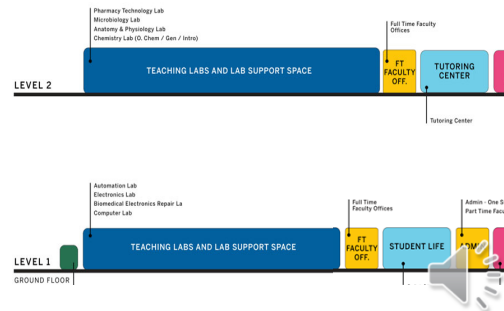
46,800 ASF

Target to be confirmed

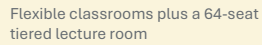
Where we are today

- Programming baseline has been developed around science, health professions, classrooms, student support, and shared services.
- The project includes a possible additional program of approximately 4,000 ASF, subject to cost studies.
- Primary Resource Council focus: confirm priorities, affordability, and direction for the additional program.

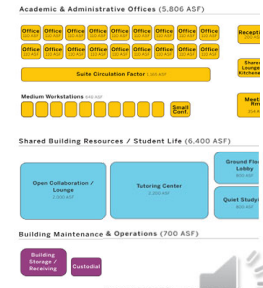
PROGRAMMING
PRELIMINARY STACKING DIAGRAM



The project is centered on specialized instruction and the infrastructure needed to support it.



- Student-facing spaces are intended to be accessible and connected to instruction.
- Faculty offices are planned near lab areas.
- Automation is recommended for the ground floor.
- The stacking diagram remains a planning concept, not a final floor plan.



How the facility is expected to work

The plan balances instruction, student support, faculty needs, and day-to-day operations.

OPTION 1

Lab Focused

4,362 ASF 61 additional stations

- 1 additional standard classroom
- 1,800 ASF chemistry lab
- 1,200 ASF chemistry prep/service room
- 1 full-time faculty office
- 100 ASF classroom storage

OPTION 2

Classroom Focused

3,756 ASF 108 additional stations

- 3 additional standard classrooms
- 300 ASF classroom support/storage
- Higher incremental general classroom capacity
- No additional specialized chemistry lab capacity

The decision is about the right balance of specialized and general instructional capacity.



The key program decision

The remaining opportunity is how best to use approximately 4,000 ASF of additional program.

01

Confirm baseline

Validate the 43,018 ASF high-priority program and 46,800 ASF anticipated target.

02

Test affordability

Advance cost studies for the base program and additional-program alternatives.

03

Validate technical needs

Confirm equipment, utilities, safety, storage, adjacencies and operational requirements.

04

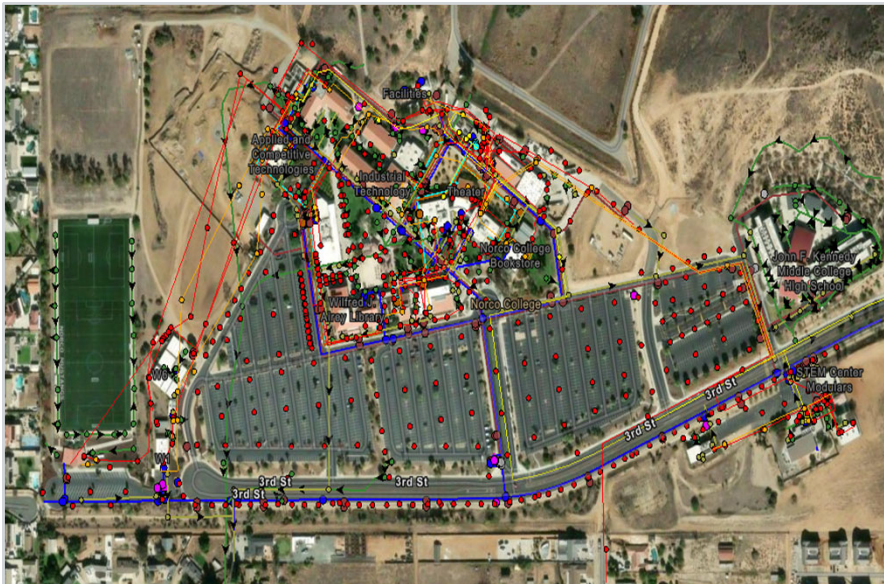
Direct additional capacity

Provide direction on the lab-focused vs. classroom-focused alternative.



Utility infrastructure

Underground utility mapping is being incorporated into the planning baseline.



What the mapping provides

- Underground utilities have been traced and mapped across the campus area shown.
- The mapping establishes a clearer picture of existing utility infrastructure and site conditions.
- This information will support coordination of future design, construction, and utility planning.
- Utility conflicts and existing conditions can be evaluated earlier as the project advances.

PLANNING VALUE

Better visibility

Improves coordination and reduces uncertainty around existing underground conditions.



Standards development

The standards process is moving from high-level alignment toward detailed development.



Completed

High-level overview meetings



Current

Consultant developing surveys for the next round of detailed meetings



Next

Detailed review of standard specification sections



Upcoming

Interior Design / Room Layouts — late August / early September

CURRENT FOCUS

Translating high-level direction into detailed standards

The consultant is using information gathered to prepare the next round of more detailed coordination.



Campus construction progress

Three project updates: two completed and one progressing through construction.

F2 Chillers

PROJECT COMPLETED

New chillers have been started and progressed through final testing and commissioning. Controls and system integration have been finalized, with remaining project work completed.

CHP+K

57% OF CONTRACT PERIOD

CHP+K remains in active construction and has moved beyond the 50% mark. Detailed field progress, schedule, and coordination items are summarized on the following slides.

STEM 100

PROJECT COMPLETED

New electrical infrastructure is energized, providing full designed power to STEM 100 and the Fabrication Lab equipment. Major construction is complete and the project is transitioning through closeout and minor corrective work.



CHP+K construction — current field status

| Contract completion: June 29, 2027

PROGRESS

57%

389 / 680
contract days

CURRENT FIELD FOCUS

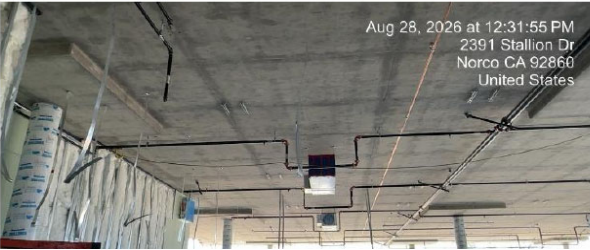
Steel / decking
MEP / framing

SAFETY

No issues
reported

CONTRACT COMPLETION

06.29.2027



Exterior / structural progress photo —



Interior framing / building systems —

- Fire sprinklers are nearing completion; mechanical work has approximately two weeks remaining.
- First-floor wall framing is nearing completion; exterior framing is beginning.
- Electrical room work is preparing for transformer installation; storm-drain and Parking Lot D work continue.

