



California Community Colleges



Affordable Student Housing Taskforce

February 11, 2021

AGENDA

February 11, 2022

1. Call to Order
2. Roll Call & Introductions
3. Meeting Protocols & Requirements
4. Overview and Purview of the Affordable Student Housing Taskforce
5. Understanding the California Community Colleges Student Housing Landscape
6. Overview of the SB 169 Higher Education Student Housing Grants Process and Initial Summary of Applications
7. Public Forum
8. Closing



Overview and Purview of the Affordable Student Housing Taskforce

Historic Opportunity to Address a Critical Basic Need



- \$2 billion state investment in affordable student housing (SB 169)
- \$1 billion dedicated to California Community Colleges
- Aligns with efforts to advance an Equitable Student Recovery

Leveraging Housing Expertise

The working group will be multifaceted and leverage engagement from students, system stakeholders, and affordable student housing experts

Identified Statewide Opportunities

- Strategies for maximizing the Higher Education Student Housing Grant
- Identify necessary statewide standards or regulations
- Maximize flexibility for local planning and decision-making
- Create the conditions to support the re- envisioning of a student-centered support ecosystem

Statewide Taskforce Objectives

Affordable Student Housing Taskforce will work in alignment with the goals of the Board of Governors.

The Taskforce will:

- develop a comprehensive student housing framework which addresses both short and long-term needs, policies, and the operational infrastructure necessary to expand affordable student housing at California Community Colleges

Statewide Taskforce Objectives

- engage and learn from districts participating in the Higher Education Student Housing Grant, including reviewing feasibility studies and technical assistance needs, to understand elements that are essential to a robust CCC student housing program
- present recommendations to the Board of Governors which maximize the Student Housing Grants, that identify necessary statewide standards or regulations, maximize flexibility for local planning and decision-making, and create the conditions to support the re-envisioning of a student-centered support ecosystem.

Statewide Taskforce Objectives

Deliverables:

1. By May 16, 2022, make a recommendation to the Board of Governors on a broad mission statement for a comprehensive and effectively structured students housing program for California Community Colleges.
2. By November 2022, make a recommendation to define a clear program structure for affordable student housing within the system; create minimum standards for affordable student housing across the system; and identify technical assistance and professional development supports for the successful local implementation of student housing programs.

Open Government Policy

(b) (1) The people have the right of access to information concerning the conduct of the people's business, and, therefore, the meetings of public bodies and the writings of public officials and agencies shall be open to public scrutiny.

Cal. Const., art I, sec. 3.

“It is the public policy of this state that public agencies exist to aid in the conduct of the people's business and the proceedings of public agencies be conducted openly so that the public may remain informed.”

Gov. Code section 11120

Meeting Plan

Structure

- Kick-off meeting: February 2022
- Monthly meetings - 2nd Fridays of the Month
- Typical meeting length: 2 hours
- Last meeting: November 2022
- Meetings will be recorded
- Materials will be posted on the website



Understanding the California Community Colleges Student Housing Landscape



Current State of CCC Student Housing

As a system, our colleges currently have the capacity to house 2,250 students.

12 total districts directly offer student housing.

Eight of those student housing complex were constructed over 40 years ago.

California Community Colleges currently do not have student housing standards, data, or supports.

We have a critical role in the development and long-term implementation of an effective student housing program.

Meeting this challenge will require the creation of a new student housing unit within the Chancellor's Office.



Feather River College Student Housing

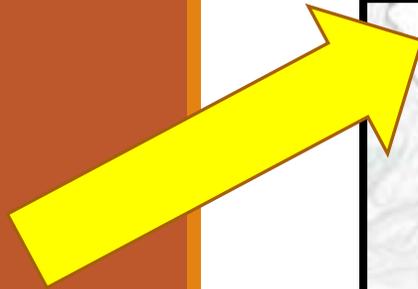
DR. KEVIN TRUTNA

SUPERINTENDENT/PRESIDENT



**Feather
River
College**

Feather River College



2nd smallest college in CA

Located in northeastern California

80 miles to Chico; 80 miles to Reno

Unique destination programs

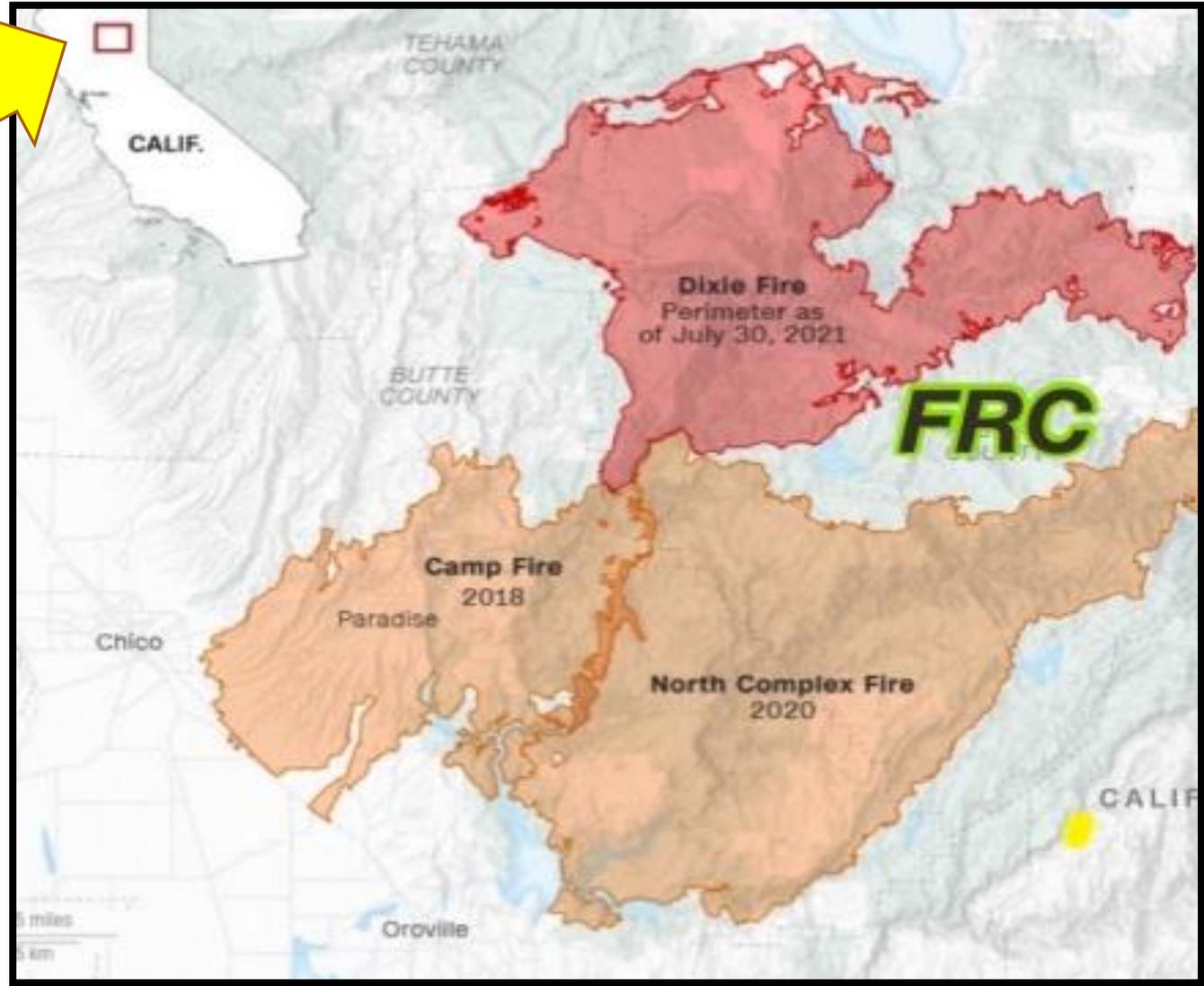
- Equine program
- Outdoor Recreation Leadership
- Trout Hatchery
- BS Equine & Ranch Management

~1600 FTES

3 dormitories

Up to 300 students living on campus

Heavily impacted by recent mega-fires





On-campus dorms

Home of the Million Acre Classroom!

FRC takes management of on-campus dorms (143 capacity) 2010

Housing Task Force develops Needs Analysis survey 2014

Pines Apartment open (48 capacity) 2017

Plumas County Unmet Housing Plan includes FRC student housing as essential element 2019

Dixie Fire destroys town of Greenville (14 miles away) 2021

On campus dorms exceed 100% capacity 2012

FRC adds Meadows Apartments (28 cap) 2015

Camp Fire starts 28 miles away before burning town of Paradise 2018

North Complex Fire starts 6 miles away before burning town of Berry Creek 2020

Plumas County area loses 1,116 housing units to Dixie Fire 2021

Feather River College Student Housing



- Three dormitories
- Owned by FRC Foundation
- Operated by FRC through Management Agreement (triple-net lease)
- All units provide students stand-alone apartments with full kitchens
- Mix of studio, 1-bedroom, 2-bedroom

Student Housing Unit	Capacity	Year Added	Funding
On-campus Dormitory	143 beds	1970's FRC taking mgmt. in 2010	Investor Bond (S&P BBB rating)
The Meadows Apartments	28 beds	2014	0% interest loan to FRC Foundation
The Pines Apartments	48 beds	2016	Donation/self-funded
Total Capacity	219 beds		

Advice #1 – Mental Health Support

Situation: A student left mental health hold in San Francisco the day after Christmas, then drove 5 hours to FRC, picked up supplies along the way, gained access to dormitory since apartments have exterior doors, committed suicide in room, and was discovered by staff

Takeaways:

- 1) Do not let students have access during closed times
- 2) Sufficient staff is required 24/7/365
- 3) Training for both staff and student RAs on mental health issues, suicide prevention, alcohol/drug abuse, and sexual assault
- 4) Call authorities when in doubt – do not handle everything in house – call 911
- 5) Mental health support is needed on campus and outreach to student housing



Advice #2 – Strong Housing Contract

Situation: A student was evicted after many months of non-payment; we tried to work with the student on options until there was no choice except to evict due to non-payment and failure of Student Code of Conduct; local agency sued claiming discrimination, failure to follow California landlord law, unlawful eviction, failure to return deposit. Settlement was payment of legal fees, \$1 for student, rewrite Housing Handbook, return deposit w/in reasonable timeframe, only withhold deposit for unpaid rent and damage.

Takeaways:

1. Student housing contract – it is not a lease – rent is per person/not per unit
2. You are not a landlord – you have a contract to provide housing
3. Develop solid eviction process
4. Students rent a space; not a particular unit
5. Include Student Code of Conduct in Housing Handbook and Housing Contract
6. Describe exactly how deposits can be withheld
7. Legal review of Housing Handbook



Advice #3 – Safety & Maintenance



FIRES ARE MORE COMMON THAN EXPECTED

Takeaways:

- 1) Students cook with grease and deep fry foods
- 2) Provide microwaves in each room
- 3) May consider air fryers in each room
- 4) Redundant fire alarm systems as students try to disarm
- 5) Consider emergency communication (including without power)

SEWER ISSUES ARE THE LARGEST MAINTENANCE ISSUE

Takeaways:

- 1) Students will flush everything: wipes, Q-tips, trash, female hygiene products
- 2) No bathtubs; showers only
- 3) Suggest garbage disposals in each unit
- 4) Plugged toilets, sinks, and showers are largest maintenance item and cause the most damage

Lessons From The Field



1. **Student housing is “yours” no matter who owns the buildings**
2. **The importance of Housing Handbook and Student Housing Contract**
 - Medications, medical conditions
 - Gender preferences and tolerances
 - Policy for service animals and also for emotional support animals
3. **Security**
 - Cameras everywhere
 - Guest policy
 - Entrance, exit points, guest check-in, electronic keys
4. **Campus emergencies**
 - Power outages, winter weather, HVAC, providing food
 - Evacuation from fires
 - Transportation of students
 - You can close campus but you cannot close the dorms during emergencies
5. **Include many single units for hard-to-get along with people, quarantine, older students, mental health, etc.**
6. **Summer income opportunities**
 - Camps (athletic, TRiO grants, Aikido camp)
 - Local events (High Sierra Music Festival)
 - Graduate students doing research projects
 - Do you want year-round residents - international students
7. **Need sufficient staffing for cleaning of common areas, bathrooms, lounges including weekends and holidays**
 - campus Maintenance Staff is not sufficient
8. **Use of assistant coaches and grant personnel as Resident Assistants**
 - rent waiver
 - more stable workforce for PT positions
9. **Develop multiple activities for residents**
 - importance of campus life for dorm students
10. **Pricing matters – students will move mid-semester to save money**

Construction Suggestions



- A. Trash pickup and disposal ease is important
- B. Water leaks and drain plugging – suggest drain in the middle of every bathroom and kitchen – you will have water damage!
- C. No balconies, we removed all balconies
- D. Plan for backup power, food, shelter, lighting, HVAC – you cannot send residents “home” when you close campus
- E. Wildlife issues – you name it, the animal will come “visit” student housing
- F. Consider locating bathroom sinks outside of shower/toilet room – this will allow for more residents
- G. Consider damage from 1-2 move-in/move-outs per year; remove hallways and limit corners that must be navigated
- H. Need several common areas of different sizes - students need spaces to get away from roommates

Thank you for your time



www.frc.edu

www.frc.edu/housing

www.frc.edu/housing/on-campus-housing





State Capital Outlay Program Overview

1. Chancellor's Office
Facilities Planning Unit
(FPU) Role and Programs
2. District Master Planning
3. State Capital Outlay

Chancellor's Office FPU Capital Outlay Roles



District Master Planning

- Education Master Plan
 - Determine appropriate academic programs and size for students and community
- Facilities Master Plan
 - Based on Education Master Plan as approved by the Board of Trustees
 - Facilities support the educational program
 - Facilities master plan provides information on ability to accommodate enrollment and program needs
- 5-Year Construction Plan
 - Initial Project Proposals and Final Project Proposals
 - Local projects

Education Master Plan

- Academic Programs
 - Determine programs for the Community
 - Determine changes in programs for the College
 - Obtain On-campus user input
 - Obtain Off-campus interested party input
- Economic and Labor Market Outlook
- Short Term and Long Term Goals
- Recommendations and Opportunities

Facilities Master Plan

- Based on each district's Education Master Plan as approved by the Board of Trustees
- Facilities support the educational program
- Facilities master plan provides information on:
 - Sufficiency of space to accommodate current and projected on-campus enrollment
 - Adequacy of the buildings in meeting the long range educational program needs
 - Buildings that need safety improvements and modernized
 - Infrastructure
 - Options for meeting the identified needs

Facilities Master Plan and 5-Year Plan

- Assess whether feasible/cost effective to modify present facilities
 - Worn out, broken, past useful life
 - Non-code compliance, seismic retrofits
- Select which projects are submitted to the state
 - Identify specific projects for state financing
 - State limit is one project per site per fiscal year

State Capital Outlay

- A system of interrelated components that impact each other:
 - Educational / Facilities Master Plan
 - Enrollment Forecasts from Chancellor's Office
 - Space Inventory
 - Five Year Construction Plan
 - Initial Project Proposals (IPP's)
 - Final Project Proposals (FPP's)
 - Capital Outlay Budget Change Proposals (COBCPs)
 - Appropriation and Release of Funds

Enrollment Projections

- Enrollment projection process undergoing updates.

Current process

- January
 - 10-Year district forecast available
 - Appeal period starts
- February/March
 - Appeals Due
 - Data uploaded into FUSION
- March/April
 - Districts allocate projection to the campuses
 - Need campus allocation for at least 5 years of the Plan
 - Eligibility data for proposals in the 5-Year Plan



Space Inventory

- Space Inventory is updated annually (October)
- Must report facilities (active & inactive) on campus during each calendar year
 - Excluding:
 - Swing space on campus for no more than 3 years
 - Restroom Buildings
 - Parking Structures/Lots (without ASF)
 - Outdoor Pools/Athletic Fields (without ASF)
- Foundation for determining space needs, capacity load ratios, and supportability for state funding

5 Year Construction Plan

- It is a tool available to the district for measuring the utilization of facilities.
- It compares the capacity of facilities to the demands created by the actual and projected enrollment of a college or center.
- When completed properly it is a plan.

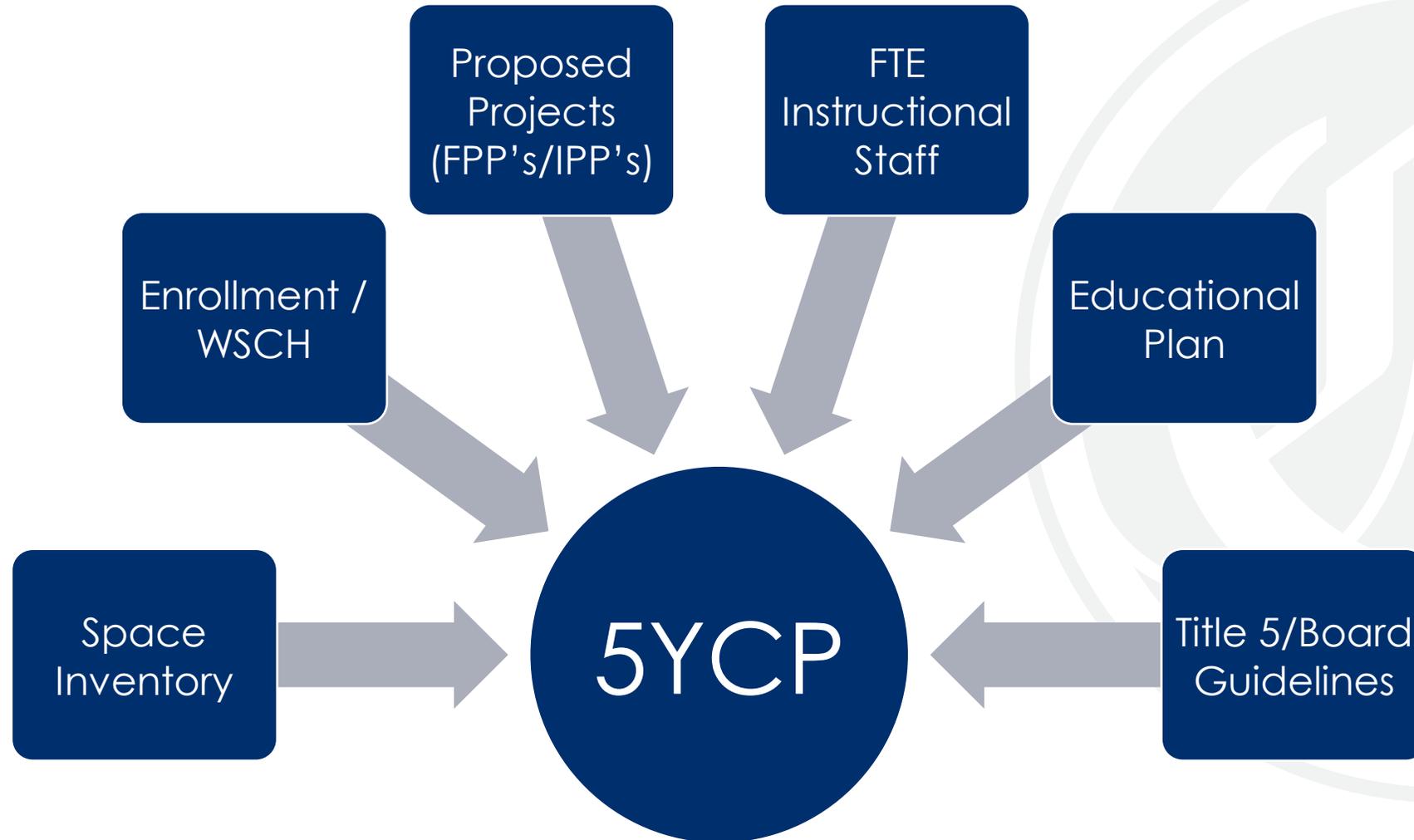
District 5-Year Construction Plan

- Define district projects and priorities
- Show WSCH enrollment trends
- Include the space inventory for each campus by Title 5 category
- Compares the number of students to seats available (Capacity Load Ratio)
- Used by the state as a tool to determine project eligibility

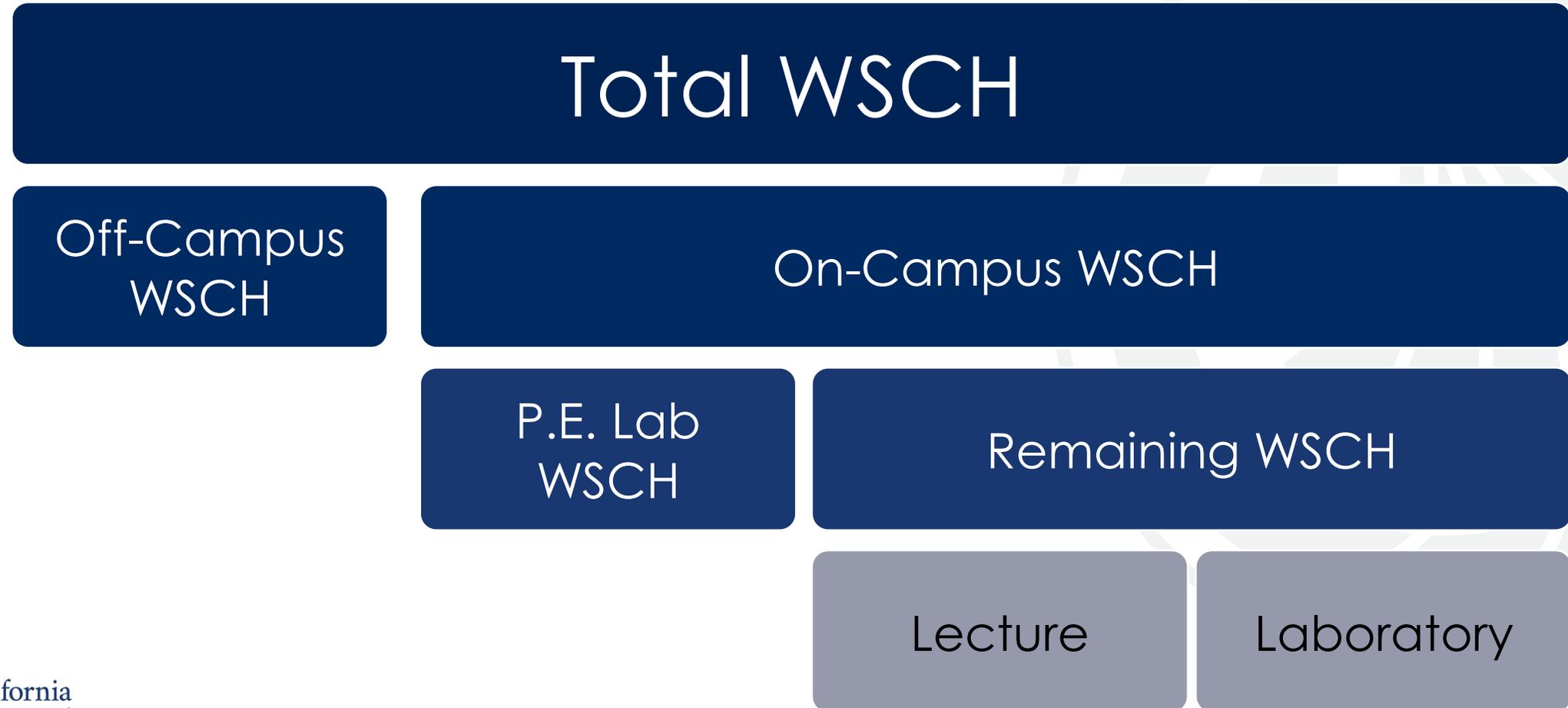
Benefits of Completing a 5YCP

- Potentially saves the district money
- Enables the district to compete for state funding
- Communicates the capital outlay need of district
- Highlights where the district should or should not be spending resources

5-Year Construction Plan Components



Campus/Center WSCH Break Down



Capacity to Load Ratio

- A ratio that divides calculated capacity by the actual (or projected) usage.
- Ratios above 100% indicate an excess of space; ratios below 100% indicate a deficiency of space.
- Capacity to load ratios are calculated for five categories of space as defined in Title 5 of the California Administrative Code and Board of Governors.

Five Categories of Space

- Lecture
- Laboratory
- Office
- Library
- Audio-Visual / TV



Project Funding Allocation

Category	Definition	Funding Allocation
A – Health and safety	To provide for safe facilities and activate existing space	Up to 50% of total
		Of the remaining total
M – Modernization	To modernize instructional and institutional support spaces	65%
G - Growth	To increase instructional and institutional support spaces	35%

Category A

- Does not compete with funding points
- Does require local contribution or demonstrate hardship
- Has priority above other categories
- No IPP required
- Independent 3rd party documentation
- Least cost solution
 - A1 – Imminent danger
 - A3 – Seismic deficiencies
 - A4 – Infrastructure failure

Category M - Modernization

- Cannot create/increase overbuilt status
 - Additional GSF only for building code compliance
- Program and support efficiency
- Modernize instructional capacity:
 - Lecture
 - Laboratory
 - Office
 - Library/AVTV

Project Prioritization

- Category M - Modernization
 - Maximum points – 200
 - 6 metrics
 - Age of project building – 60 points
 - Facilities Condition Index (FCI) – 40 points
 - FTES – 20 points
 - Vision for Success (CTE) – 25 points
 - Vision for Success (Regions of High Need) – 5 points
 - Local contribution/Hardship – 50 points



Category G - Growth

- Cannot support capacity/load ratio exceeding 105% in preponderance of space
- Expands program and support space
- Instructional growth:
 - Lecture
 - Laboratory
 - Office
 - Library/AVTV

Project Prioritization

- Category G - Growth
 - Maximum points – 200
 - 6 metrics
 - Enrollment growth – 50 points
 - Existing inventory – 50 points
 - FTES – 20 points
 - Vision for Success (CTE) – 25 points
 - Vision for Success (Regions of High Need) – 5 points
 - Local contribution/Hardship – 50 points



Non-State Supportable Projects

- Parking
- Student unions – student activities
- Bookstores
- Sports facilities – stadia, inter-collegiate spaces
- Food – cafeterias, concessionaires
- Dormitories
- District administration
- Overbuilding of space per state guidelines

Project Timeline

Project Planning	Project Submittal		Budget				Funding		
Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
1-Jan-13	1-Jul-13	1-Jul-14	Apr-15	July-16	Jul-17	2018/19	2019/20	2020/21	2021/22
Planning	IPP	FPP	COBCP	Design	Construction				

Initial Project Proposal

- Conceptual proposal
- Prerequisite for Final Project Proposal
- Applies to all state projects except Cat. A
- Proposed 3 years before funding date
- Input from stakeholders
- Include any secondary space per space inventory
- Identify any secondary effects

Final Project Proposal

- Contractual proposal from the district
- Submitted 2 years prior to funding
- Key components:
 - SAM Narrative
 - JCAF 31—Space array and building allowance
 - JCAF 32— Estimated budget and schedule
 - Supporting quantities and unit costs
 - JCAF 33—Group 2 equipment allowance
 - Drawings—Plot plan, site plan, floor plans, elevations



Shelf Life Traditional Projects

Phase	Encumbrance Period	Liquidation Period	Total Shelf Life
Preliminary Plans	1 year	2 years	3 years
Working Drawings	1 year	2 years	3 years
Construction	3 years*	2 years	5 years
Equipment	3 years	2 years	5 years

Annual Capital Outlay Submittals

- Due annually in July
 - District/campus five-year capital plan
 - District/campus capital projects for both
 - State and non-state projects over 7 years
 - Initial Project Proposal (IPP) – concept paper
 - Final Project Proposal (FPP) – contractual offer from district
- Due annually in October
 - Space inventory - reflects inventory thru December of same year

FUSION

The Facility Utilization Space Inventory Options Net (FUSION) was custom developed to support facilities planning within the California Community College system.

- Web based project planning and management tool
- Secure access managed by district administrators
- Integrated modules and database
- Electronic submission of data (space inventory, district 5-Year Capital Outlay Plans, invoices)
- Automatic archival of planning data for each year

FUSION

- Building Assessment Summaries
- Space Inventory Reports
- Five-Year Construction Plans
- Initial Project Proposals
- Final Project Proposals
 - Space array, cost summary & equip allowance
- Means to transmit FPPs thru Web
- Project administration



Overview of the DOF and Legislature SB 169 Student Housing Grants Process

Higher Education Student Housing Grant Program Overview

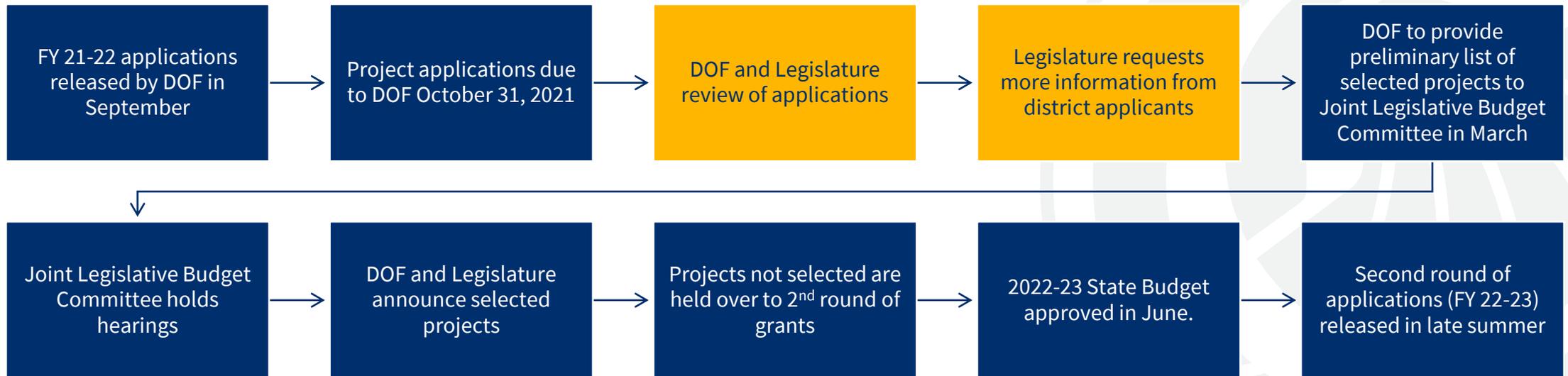
- On September 2021, the legislature passed postsecondary education trailer bill Senate Bill (SB) 169.
- SB 169 establishes the Higher Education Student Housing Grant Program.
- The Higher Education Student Housing Grant Program aims to provide affordable, low-cost housing options for public postsecondary students in California.



Higher Education Student Housing Grant Program Overview

- **The Higher Education Student Housing Grant Program will receive \$2 billion**
 - \$500 million in FY 21/22
 - \$750 million in FY 22/23
 - \$750 million in FY 23/24.
- **Segment Allocations:**
 - 50% of funds will go to California Community College Districts (CCDs).
 - 30% of funds will go to California State University (CSU) system.
 - 20% of funds will go to University of California (UC) system.
- \$25 million towards planning grants

DOF & Legislature Student Housing Grant Application Process



Higher Education Student Housing Grant Program Overview

- 100 percent State funded, though local match allowed
- This program provides one-time grants for:
 - Construction of student housing
 - Acquiring and renovating commercial properties into student housing
- CCDs may use public-private partnerships (P3) for constructing, operating, and maintaining affordable, low-cost housing facilities.

Grant Eligibility – Rents

- When applying for grants, CCDs needed to provide a plan for the rent charged to students.
- Each unit's rent is calculated at 30% of 50% of the area median income for a single-room occupancy use type.
- DOF, with the Joint Legislative Budget Committee's approval, can adjust this percentage.

Grant Eligibility – Low-Income

CCDs must provide a commitment to first offer housing to low-income students.

Low-income means students that are eligible for:

- Pell Grant financial aid
- Cal Grant financial aid
- Exemption from paying nonresident tuition, student meets CA Dream Act income criteria
- California Community College (CCC) fee waiver

Grant Eligibility – Enrollment

- CCDs had to provide a commitment to require a minimum average of 12 degree-applicable units per semester, or the quarterly equivalent, to facilitate timely degree completion.
- A student may receive a temporarily exemption from this requirement if they can demonstrate exceptional circumstances necessitating a reduced unit load, such as an illness or injury.



Proposal Submission Requirements

At a minimum, submitted proposals must include:

- Project goals
- Project costs
- Number of students to be housed
- Project timeline
- Project's financial feasibility
- Anticipated impact on campus' ability to accommodate California resident enrollment growth
- Commitment to construct project within proposal's stated resource needs
- Other information deemed necessary for evaluation

Proposal Selection Criteria

- Criteria determining proposal selection:
 - Projects that converts commercial space into campus student housing
 - Serves the greatest percentage of a campus's low-income student population
 - Priority for greater unmet demand for student housing for a campus or service area
 - Priority for projects that can begin construction the earliest
 - Projects that are fairly representative of various geographical regions of the state
 - Supports state's intersegmental housing arrangement interests that support transfer pathways between community colleges and four-year public postsecondary institutions

Grants and Feasibility Studies

- CCDs were allowed to request funding for campuses to explore or determine feasible affordable student rental housing.
- CCC planning grants may be used for studies of:
 - Feasibility studies, including environmental impact studies
 - Engineering studies
 - Financing studies
 - Architectural plans
 - Application fees and permitting costs
 - Legal services
 - Site preparation

SB 169 Student Housing Grants Process and Initial Summary of Applications



California Community Colleges

Thank you!

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