PLAN OF ADEQUACY & IMPROVEMENT OF FACILITIES AND INFRASTRUCTURE

Objective

The objective of the Adequacy & Improvement of Facilities and Infrastructure Plan is to provide and manage a facility and infrastructure that can support the institution’s current and future needs in terms of capacity as well as technological characteristics.

Introduction

The institution’s Main Campus is located at 1720 I (Eye) St. NW, Washington, DC 20006, occupying space on floors 2 and LL. The institution has an Extended Classroom facility located near Dupont Circle at 1220 19th St NW Washington DC 20024. The main location has approximately 13000 Square Feet of offices and teaching space, and is equipped with the infrastructure for networked computers and multi-media projectors, and other training tools. The Extended Classroom has approximately 7500 Square Feet of offices and teaching space. Both facilities have stairs and elevator access for use by students and employees. Both facilities are ADA complaint.

The Main facility is located near public parks and is directly across the street from Farragut West Metro station and walking distance from the Farragut North Metro station. The Extended Classroom facility is located a block from Dupont Circle Metro. At the main facility, offices are equipped with networked computers and multi-line phones. The classrooms are equipped with teacher stations that can access projectors for in-class usage. Both facilities are equipped with air-conditioned classrooms and labs, with personal computers, printers, and other multimedia teaching equipment, and with high speed Internet connections.

Through its physical facilities, the institution creates and maintains an environment conducive to learning and scholarship for its students, faculty and staff. Quality facilities are vital to the institution’s educational services and other aspects of its mission. The adequacy and effective management of our facility enables us to provide an environment conducive to academic development, as well as teaching and learning productivity. A significant percentage of our financial resources are invested in physical facilities as we are located in the downtown DC area. This review of the institution’s physical facilities include the following:

Description and Assessment of Physical Facilities
Existing Facility Infrastructure
Assessment of Plant Maintenance.

Description and Assessment of Physical Facilities

Both of our facilities, the Main Campus and our Extended Classroom locations, are full-service leased facilities. All repairs and maintenance are the responsibility of the Landlord at their cost. Similarly, daily cleaning and trash removal is done by third-party contractors under
the Landlord supervision and authority. Utilities are include in our rent, with prorated annual taxed and maintenance being charged to all Tenants in the building.

➢ Existing Facility Infrastructure

The Main campus facility is comprised of office spaces, classrooms and medical and computer labs, break rooms, copy room, media room, and lobby areas. The facility are provided with networked computers that are connected to a projector. The Extended Classroom facility has more classrooms and labs than offices.

The institution’s policies and procedures relative to planning, acquisition, allocation, maintenance and renovation of physical facilities are mostly informal. Planning for renovation and maintenance are managed by the CEO in coordination with the Landlord. Major renovations at both facilities has been performed between the Lease signing date and the Occupancy date.

➢ Technology Projects

Our Main campus and Extended Classroom facility are connected via a Virtual Private Network (VPN). Therefore the phone system and data network at both locations are seamless with full connectivity and redundancy. Server resources including the student database are accessible at either location.

➢ Transportation

Both of our facilities are close to Metro and public transportation.