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2000 Space Utilization Report
Utilization of Classrooms and Class Laboratories

State Council of Higher Education for Virginia
July 2001

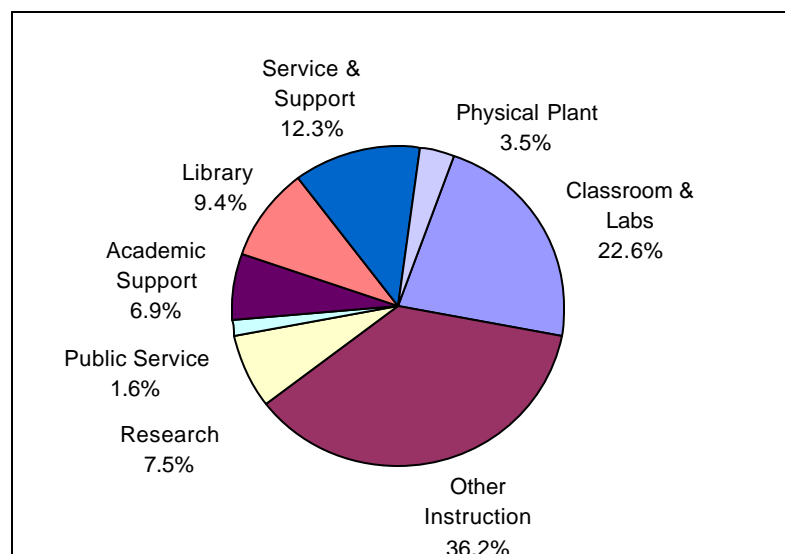
2000 SPACE UTILIZATION REPORT

Utilization of Classrooms and Class Laboratories

The purpose of the Space Utilization Report is to the extent to which Virginia's public institutions of higher education are using their physical space productively. In particular, the report contains information as to how well the institutions are using their classrooms and class laboratories. This information, in conjunction with the Council's space utilization guidelines, comprises one of the criteria employed in assessing capital outlay requests. The information presented below is based on data reported by the institutions and details space utilization at Virginia's public institutions of higher education as of fall 2000.

As shown in Chart 1, in the fall of 2000, classroom and class laboratories made up about 22.6 percent of the total E&G space at Virginia public colleges and universities. While other types of E&G space, such as libraries and research space are used intensively by institutions, their use is not scheduled like classrooms and class laboratories. The focus of this report is to determine how well institutions make use of classrooms and class laboratories.

Chart 1
Fall 2000 E&G Space by Program



The utilization of classrooms and class laboratories is measured in three ways:

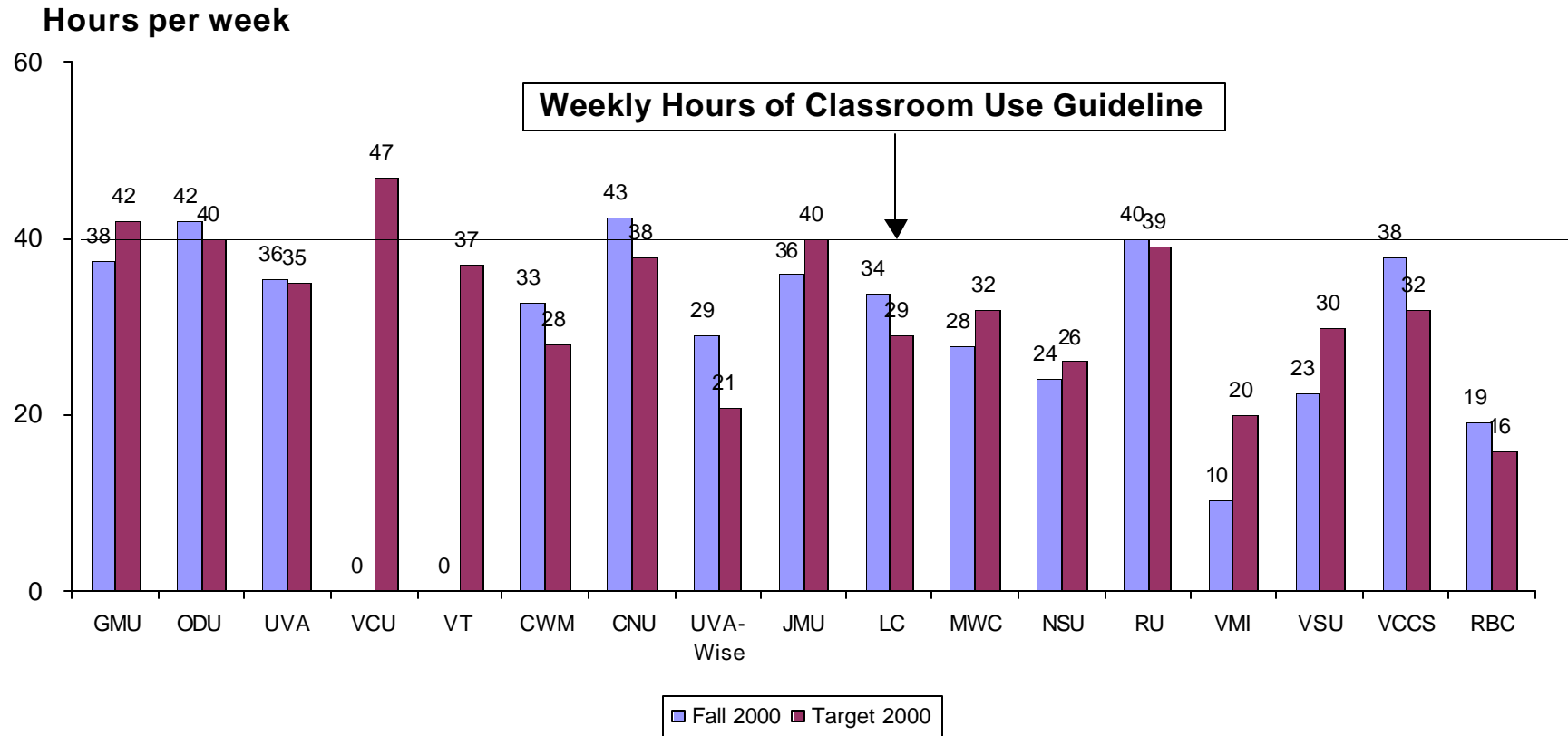
- ~~EE~~ *The average number of hours per week that the rooms are used.* The Council has established a guideline that suggests institutions should be using classrooms an average of 40 hours per week and class laboratories an average of 24 hours per week.
- ~~EE~~ *The average proportion of stations or seats in classrooms and class laboratories that are filled when the rooms are in use.* The Council's guideline for this measure states that institutions should fill an average of 60 percent and 75 percent of the stations/seats respectively in classrooms and class laboratories when they are in use.
- ~~EE~~ *The average number of hours per week that the stations are used.* This measure combines the average number of hours a classroom or class laboratory is used with the percentage of space used during that time. The Council's guideline for this measure establishes an average of 24 hours per week for classrooms and 18 hours per week for class laboratories. Ultimately, this is the primary criterion for determining whether an institution can justify the need for additional classroom or class laboratory space based on current utilization levels.

Classrooms

Charts 2 and 3 illustrate classroom utilization by institution. Each institution's utilization measures are referenced against the Council's utilization guidelines and the institution's 2000 performance measure target. Appendix A provides a more detailed description of defined terms and the guideline methodology.

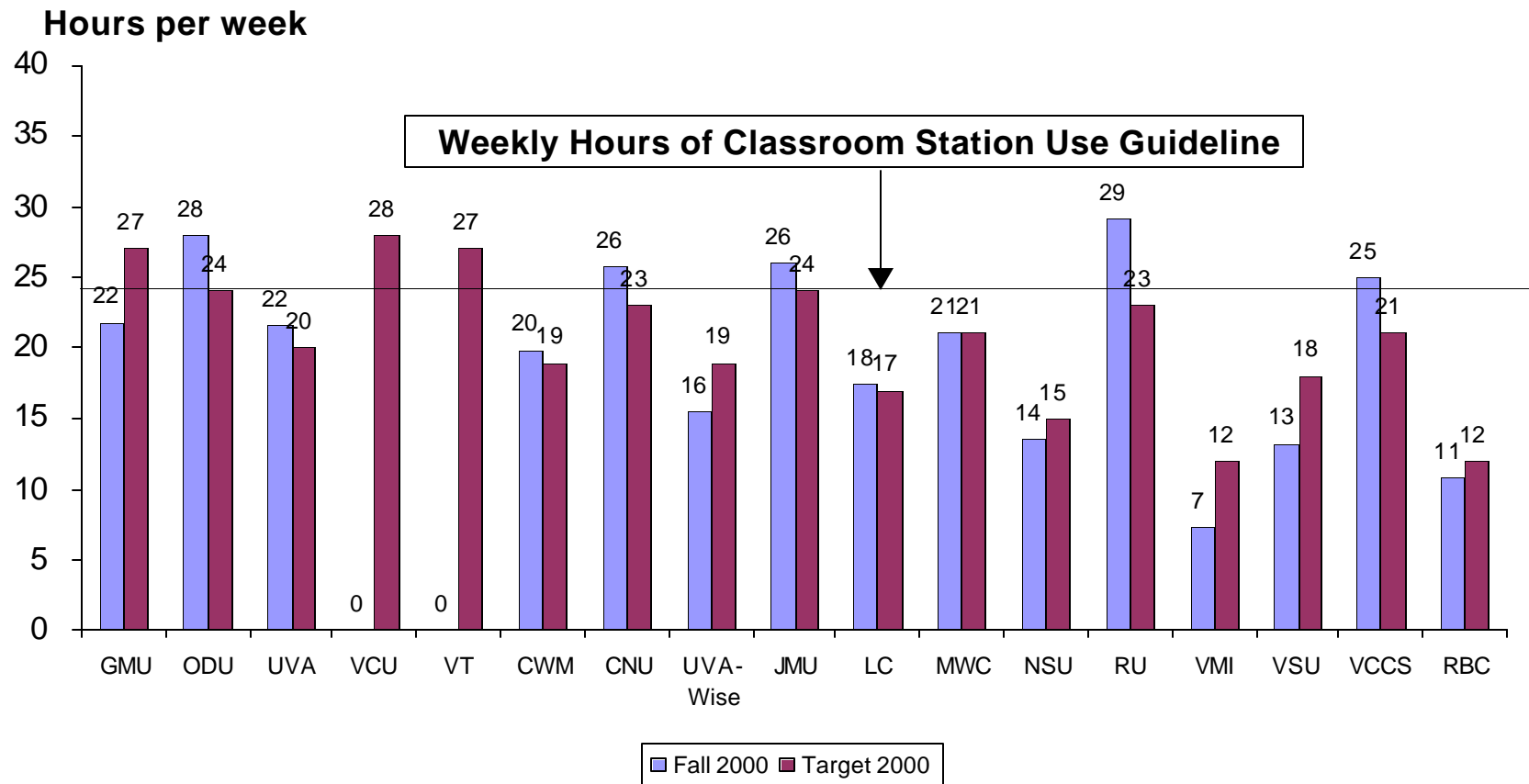
- ~~EE~~ Nine institutions have exceeded their performance target for room use: Old Dominion University (ODU), the University of Virginia (UVA), the College of William & Mary (CWM), Christopher Newport University (CNU), the University of Virginia at Wise (UVA-W), Longwood College (LC), Radford University (RU), the Virginia Community College System (VCCS), and Richard Bland College (RBC).
- ~~EE~~ Nine institutions have met or exceeded their performance target for station use: ODU, UVA, CWM, CNU, James Madison University (JMU), LC, Mary Washington College (MWC), RU, and the VCCS.
- ~~EE~~ ODU, CNU, and RU have also exceeded the Council's classroom guideline for weekly hours of room use.
- ~~EE~~ ODU, Virginia Tech (VT), CNU, JMU, RU, and the VCCS have exceeded the Council's classroom guideline for weekly hours of station use.

Chart 2
Weekly Hours of Classroom Use
Actual Fall 2000 and Performance Measure Target 2000



Note: SCHEV staff is working with VCU and VT on their space utilization numbers.

Chart 3
Weekly Hours of Classroom Station Use
Actual Fall 2000 and Performance Measure Target 2000



Note: SCHEV staff is working with VCU and VT on their space utilization numbers.

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It should be noted that a number of institutions have improved their utilization of classroom space since 1998. Six institutions -- CWM, CNU, UVA-W, LC, RU and the VCCS -- have increased both the average weekly hours of room use and station use. Virginia State University (VSU) and RBC have increased the average weekly hours of room use. Details are provided in Appendix B.

Class Laboratories

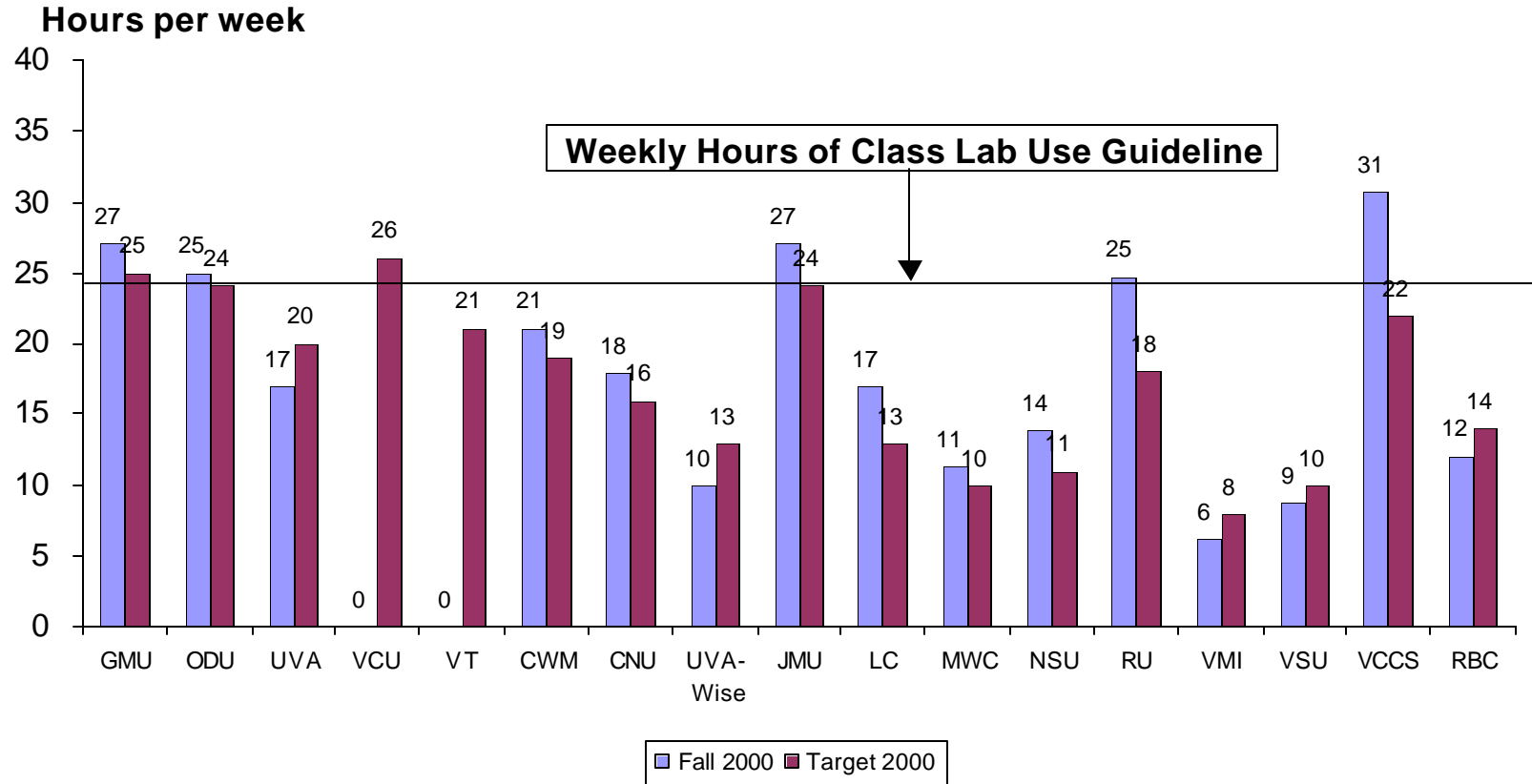
Charts 4 and 5 that follow illustrate utilization of class laboratories by institution. Again each institution's utilization measures are referenced against the Council's utilization guidelines and the institution's 2000 performance measure target.

- ~~✍~~ Eleven institutions have exceeded their performance target for laboratory room use: George Mason University (GMU), ODU, VT, CWM, CNU, JMU, LC, MWC, Norfolk State University (NSU), RU, and the VCCS.
- ~~✍~~ Eleven institutions have met or exceeded their performance target for laboratory station use: GMU, ODU, UVA, CWM, CNU, JMU, LC, MWC, NSU, RU, and the VCCS.
- ~~✍~~ Five institutions – GMU, ODU, JMU, RU, and the VCCS – have also met or exceeded the Council's class laboratory guidelines for both weekly hours of room use and station use.

As with classroom space, a number of institutions have improved their utilization of class laboratories since 1998. Six institutions – GMU, CWM, CNU, NSU, RU, and the VCCS – have increased both the average weekly hours of class laboratory room use and station use. UVA, LC, and VSU have increased the average weekly hours of class laboratory room use. Details are provided in Appendix B.

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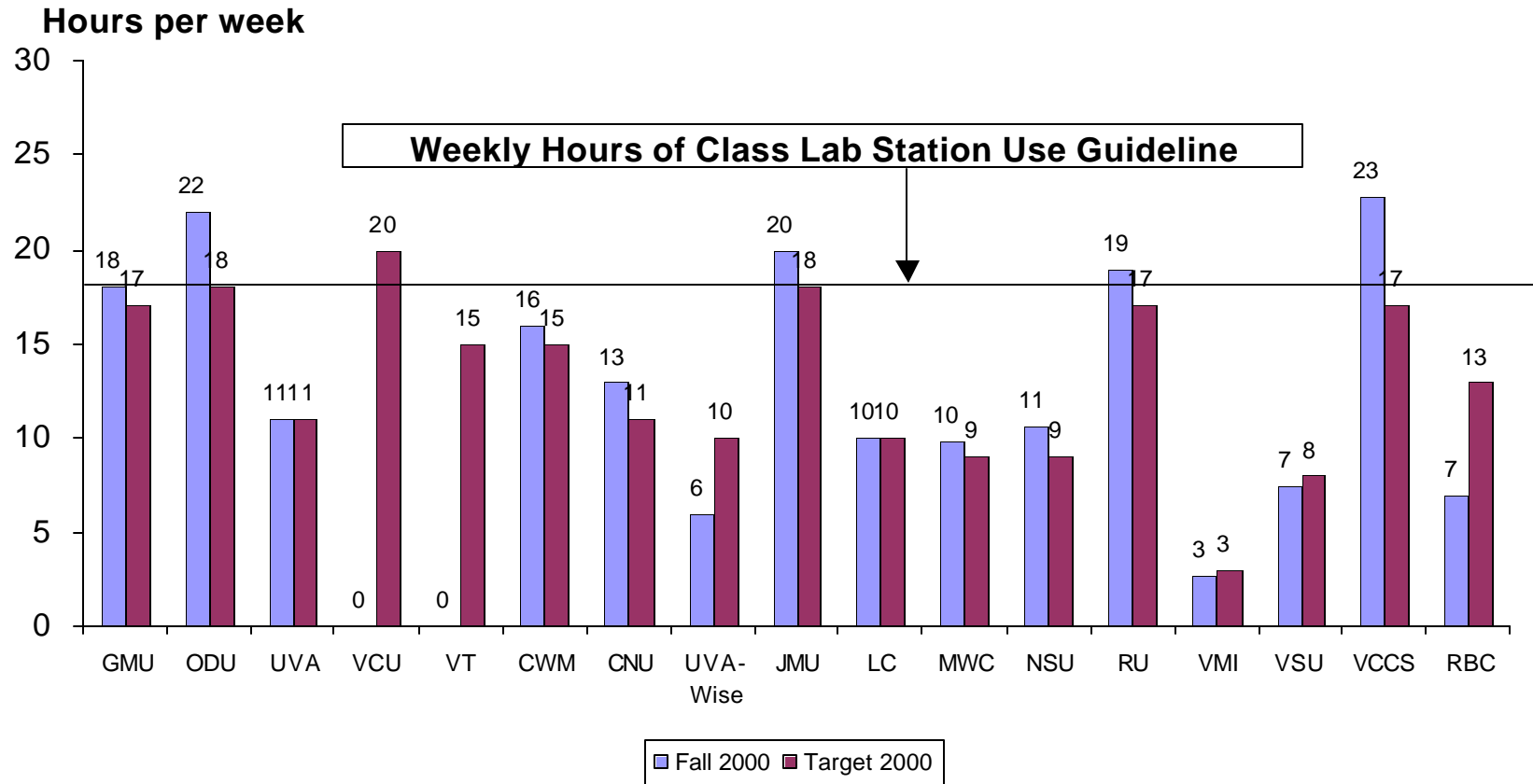
Chart 4
Weekly Hours of Class Lab Use
Actual Fall 2000 and Performance Measure Target 2000



Note: SCHEV staff is working with VCU and VT on their space utilization numbers.

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Chart 5
Weekly Hours of Class Lab Station Use
Actual Fall 2000 and Performance Measure Target 2000



Note: SCHEV staff is working with VCU and VT on their space utilization numbers.

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Appendix A Terminology

- §§* **CLASSROOMS** – Rooms used by instructional classes which do not require special-purpose equipment for student use. Included in this category are rooms generally referred to as lecture rooms, seminar rooms, lecture-demonstration rooms, and general purpose classrooms.
- §§* **CLASS LABORATORIES** – Rooms used by regularly scheduled instructional classes that require special-purpose equipment for student participation, experimentation, observation or practice in a field of study.
- §§* **WEEKLY HOURS OF ROOM USE** – The average number of hours per week rooms are scheduled for use.
- §§* **STATION** – A place for one student to receive instruction in an instructional classroom or class laboratory. It is normally a desk, seat, chair, laboratory table, or other suitable furnishing.
- §§* **PERCENT OF OCCUPANCY** – The average proportion of stations in classrooms and class laboratories that are used when the rooms are scheduled for use.
- §§* **WEEKLY HOURS OF STATION USE** – The average number of hours per week stations are scheduled for use.
- §§* **PERFORMANCE MEASURES** – The Commonwealth Core Performance Measures were developed by the Department of Planning and Budget (DPB) in consultation with the Virginia public institutions. Institutions are required to report their performance in relation to these measures to DPB annually. In addition, these performance measures are presented in the Report of Institutional Effectiveness published by SCHEV.

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Appendix A

Methodology for Space Utilization Guidelines

CLASSROOMS

Weekly Hours of Room Use	--	40 hrs.
Percent of Station Occupancy When Room is in Use	--	<u>x 60 %</u>
Weekly Hours of Station Use	--	24 hrs.

CLASS LABORATORIES

Weekly Hours of Room Use	--	24 hrs.
Percent of Station Occupancy When Room is in Use	--	<u>x 75 %</u>
Weekly Hours of Station Use	--	18 hrs.

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Appendix B

Classroom and Class Laboratory Utilization, By Institution

Table 1: Classroom Utilization from 1996 to 2000, by Institution

Table 2: Classroom Utilization for the Virginia Community College System from 1996 to 2000, by College

Table 3: Class Laboratory Utilization from 1996 to 2000, by Institution

Table 4: Class Laboratory Utilization for the Virginia Community College System from 1996 to 2000, by College

Table 5: Actual 2000 Classroom Utilization Compared to Council Guideline and 2000 Performance Target, By Institution

Table 6: Actual 2000 Class Laboratory Utilization Compared to Council Guideline and 2000 Performance Target, By Institution

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CLASSROOM UTILIZATION
1996, 1998 & 2000

Institution	Weekly Hours of Room Use			Percent of Occupancy			Weekly Hours of Station Use		
	1996	1998	2000	1996	1998	2000	1996	1998	2000
George Mason	44	43	38	63%	60%	58%	27	26	22
Old Dominion	46	45	42	51%	66%	67%	23	29	28
University of Virginia*	35	36	36	56%	52%	61%	20	18	22
Virginia Commonwealth	43	40	0	61%	63%	0%	26	25	0
Virginia Tech	36	36	0	75%	77%	0%	27	27	0
William & Mary	28	30	33	61%	61%	60%	17	18	20
Christopher Newport	38	36	43	59%	63%	60%	23	22	26
UVA-Wise	26	26	29	59%	59%	54%	15	15	16
James Madison	37	40	36	76%	72%	72%	28	29	26
Longwood College	29	24	34	60%	61%	52%	17	15	18
Mary Washington	35	34	28	64%	66%	75%	22	23	21
Norfolk State	26	28	24	59%	58%	55%	15	16	14
Radford	39	36	40	58%	61%	73%	23	22	29
Virginia Military	14	13	10	56%	60%	71%	8	8	7
Virginia State	30	22	23	58%	75%	59%	17	16	13
Senior Total	35	34	34	63%	66%	66%	22	23	22
VCCS	34	34	38	74%	67%	66%	25	23	25
Richard Bland	18	18	19	67%	67%	56%	12	12	11
ALL INSTITUTIONS	34	34	35	67%	67%	65%	23	23	23

* University of Virginia main ground only.

SCHEV staff is working with VCU and VT on their space utilization numbers.

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CLASSROOM UTILIZATION
1996, 1998 & 2000

Community Colleges	Weekly Hours of Room Use			Percent of Occupancy			Weekly Hours of Station Use		
	1996	1998	2000	1996	1998	2000	1996	1998	2000
Blue Ridge	32	42	46	52%	61%	66%	17	26	30
Central Va.	35	27	13	58%	58%	71%	20	15	10
Dabney S. Lancaster	31	30	37	43%	41%	48%	13	12	18
Danville	32	30	33	61%	62%	39%	20	19	13
Eastern Shore	26	28	28	56%	64%	66%	15	18	18
Germanna	39	36	51	74%	76%	66%	28	27	34
J. Sargeant Reynolds	28	26	29	65%	71%	62%	18	19	18
John Tyler	29	29	30	77%	75%	62%	22	22	19
Lord Fairfax	31	44	49	78%	81%	75%	25	35	37
Mountain Empire	36	38	37	60%	51%	52%	22	19	19
New River	31	32	37	61%	66%	54%	19	21	20
Northern Virginia	45	42	46	87%	71%	71%	39	30	33
Patrick Henry	28	49	32	53%	40%	38%	15	20	12
Paul D. Camp	23	27	27	62%	58%	60%	14	16	16
Piedmont Virginia	43	39	42	89%	74%	74%	38	29	31
Rappahannock	14	15	18	50%	51%	48%	7	8	9
Southside Virginia	31	27	36	70%	59%	50%	22	16	18
Southwest Virginia	31	29	33	61%	57%	53%	19	17	18
Thomas Nelson	39	38	43	82%	80%	79%	32	30	34
Tidewater	26	29	46	61%	61%	63%	16	18	29
Virginia Highlands	28	36	31	67%	54%	52%	18	20	16
Virginia Western	31	27	32	88%	87%	85%	27	23	28
Wytheville	19	38	26	61%	69%	62%	12	26	16
Total VCCS	34	34	38	74%	67%	66%	25	23	25

Table 8
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CLASS LABORATORY UTILIZATION
1996, 1998 & 2000

Institution	Weekly Hours of Room Use			Percent of Occupancy			Weekly Hours of Station Use		
	1996	1998	2000	1996	1998	2000	1996	1998	2000
George Mason	26	24	27	69%	67%	68%	18	16	18
Old Dominion	33	27	25	72%	87%	86%	24	24	22
University of Virginia*	20	16	17	54%	68%	64%	11	11	11
Virginia Commonwealth	26	27	0	75%	80%	0%	20	22	0
Virginia Tech	20	22	0	70%	70%	0%	14	16	0
William & Mary	19	19	21	77%	77%	78%	15	15	16
Christopher Newport	16	14	18	72%	72%	74%	11	10	13
UVA-Wise	13	13	10	79%	79%	60%	10	10	6
James Madison	26	29	27	77%	80%	75%	20	23	20
Longwood College	13	13	17	79%	74%	60%	10	10	10
Mary Washington	12	11	11	84%	82%	87%	10	9	10
Norfolk State	11	10	14	79%	76%	76%	9	8	11
Radford	18	16	25	94%	88%	76%	17	14	19
Virginia Military	7	6	6	40%	44%	44%	3	3	3
Virginia State	9	8	9	80%	88%	85%	7	7	7
Senior Total	20	18	20	72%	77%	71%	14	14	14
VCCS	26	26	31	79%	79%	74%	20	21	23
Richard Bland	13	13	12	84%	84%	62%	11	11	7
ALL INSTITUTIONS	22	22	25	74%	77%	71%	16	17	18

* University of Virginia main ground only.

SCHEV staff is working with VCU and VT on their space utilization numbers.

Table 4
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CLASS LABORATORY UTILIZATION
1996, 1998 & 2000

Community Colleges	Weekly Hours of Room Use			Percent of Occupancy			Weekly Hours of Station Use		
	1996	1998	2000	1996	1998	2000	1996	1998	2000
Blue Ridge	29	34	45	60%	76%	65%	17	26	29
Central Va.	21	24	22	89%	80%	86%	19	19	19
Dabney S. Lancaster	26	27	35	50%	49%	55%	13	13	19
Danville	22	24	34	80%	81%	81%	18	19	27
Eastern Shore	20	18	18	63%	64%	60%	13	12	11
Germanna	27	30	33	83%	77%	75%	23	23	25
J. Sargeant Reynolds	25	23	29	80%	93%	79%	20	22	23
John Tyler	23	22	28	102%	99%	78%	23	22	22
Lord Fairfax	32	38	54	96%	123%	102%	31	47	56
Mountain Empire	39	36	20	98%	71%	74%	39	25	15
New River	28	28	26	70%	61%	64%	20	17	17
Northern Virginia	21	23	26	94%	89%	83%	20	20	21
Patrick Henry	22	31	26	66%	60%	81%	14	18	21
Paul D. Camp	28	37	31	65%	70%	72%	18	26	23
Piedmont Virginia	29	26	42	68%	77%	65%	20	20	28
Rappahannock	12	18	26	76%	59%	53%	9	10	14
Southside Virginia	25	25	23	81%	73%	78%	21	18	18
Southwest Virginia	30	32	38	91%	75%	61%	27	24	23
Thomas Nelson	40	33	41	72%	73%	79%	29	24	33
Tidewater	25	23	27	60%	78%	60%	15	18	22
Virginia Highlands	26	30	29	63%	64%	58%	16	19	17
Virginia Western	35	37	38	113%	107%	101%	40	39	38
Wytheville	26	24	27	91%	73%	67%	24	17	18
Total VCCS	26	26	31	79%	79%	74%	20	21	23

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**Table 5
CLASSROOM UTILIZATION PERFORMANCE
FALL 2000**

Institution	Weekly Hours of Room Use			Percent of Occupancy			Weekly Hours of Station Use		
	Actual 2000	Performance Measure Target 2000	SCHEV Guideline	Actual 2000	Performance Measure Target 2000	SCHEV Guideline	Actual 2000	Performance Measure Target 2000	SCHEV Guideline
George Mason	38	42	40	58%	65%	60%	22	27	24
Old Dominion	42	40	40	67%	60%	60%	28	24	24
University of Virginia *	36	35	40	61%	57%	60%	22	20	24
Virginia Commonwealth		47	40		60%	60%		28	24
Virginia Tech		37	40		73%	60%		27	24
William & Mary	33	28	40	60%	61%	60%	20	19	24
Christopher Newport	43	38	40	60%	59%	60%	26	23	24
UVA-Wise	29	21	40	54%	50%	60%	16	19	24
James Madison	36	40	40	72%	60%	60%	26	24	24
Longwood College	34	29	40	52%	60%	60%	18	17	24
Mary Washington	28	32	40	75%	65%	60%	21	21	24
Norfolk State	24	26	40	55%	59%	60%	14	15	24
Radford	40	39	40	73%	58%	60%	29	23	24
Virginia Military	10	20	40	71%	60%	60%	7	12	24
Virginia State	23	30	40	59%	60%	60%	13	18	24
Va. Comm. College Sys.	38	32	40	66%	66%	60%	25	21	24
Richard Bland	19	16	40	56%	75%	60%	11	12	24

*UVA main ground only.

SCHEV staff is working with VCU and VT on their space utilization numbers.

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Table 6
CLASS LAB UTILIZATION PERFORMANCE
Fall 2000

Institution	Weekly Hours of Room Use			Percent of Occupancy			Weekly Hours of Station Use		
	Actual 2000	Performance Measure Target 2000	SCHEV Guideline	Actual 2000	Performance Measure Target 2000	SCHEV Guideline	Actual 2000	Performance Measure Target 2000	SCHEV Guideline
George Mason	27	25	24	68%	69%	75%	18	17	18
Old Dominion	25	24	24	86%	75%	75%	22	18	18
University of Virginia *	17	20	24	64%	54%	75%	11	11	18
Virginia Commonwealth		26	24		75%	75%		20	18
Virginia Tech		21	24		70%	75%		15	18
William & Mary	21	19	24	78%	77%	75%	16	15	18
Christopher Newport	18	16	24	74%	72%	75%	13	11	18
UVA-Wise	10	13	24	60%	79%	75%	6	10	18
James Madison	27	24	24	75%	75%	75%	20	18	18
Longwood College	17	13	24	60%	79%	75%	10	10	18
Mary Washington	11	10	24	87%	80%	75%	10	9	18
Norfolk State	14	11	24	76%	79%	75%	11	9	18
Radford	25	18	24	76%	94%	75%	19	17	18
Virginia Military	6	8	24	44%	40%	75%	3	3	18
Virginia State	9	10	24	85%	80%	75%	7	8	18
Va. Comm. College Sys.	31	22	24	74%	78%	75%	23	17	18
Richard Bland	12	14	24	62%	95%	75%	7	13	18

*UVA main ground only.

SCHEV staff is working with VCU and VT on their space utilization numbers.