



# ARKANSAS STATE UNIVERSITY

## Utilization and Space Needs Analysis



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Document prepared by:

PAULIEN & ASSOCIATES, INC.

899 Logan St., Suite 508  
Denver, CO 80203-3156  
(303) 832-3272 Phone  
(303) 832-3380 Fax  
[www.paulien.com](http://www.paulien.com)



## Acknowledgements

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Document prepared by:

**PAULIEN & ASSOCIATES, INC.**  
Denver, Colorado

Daniel K. Paulien, *President*  
Yvonne M. Thibodeau *Senior Associate*

Under Contract to:

**SMITHGROUPJJR**

Neal Kessler, *Principal-In-Charge*  
Jon Hoffman, *Project Manager*

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Al Stoverink, *Associate Vice Chancellor, Facilities & Management*  
William Hall, *University Planner*

G. Daniel Howard, *Interim Chancellor*  
Glendell Jones, *Interim Executive Vice Chancellor, Academic Affairs and Research and Provost*  
Ed Kremers, *Vice Chancellor, Finance and Administration*  
William R. Stripling, *Vice Chancellor, Student Affairs*  
Cristian A. Murdock, *Vice Chancellor, University Advancement*

David Beasley, *Interim Dean, College of Agriculture and Technology and Dean, College of Engineering*  
Len Frey, *Dean, College of Business*  
Osabuohien Amienyi, *Interim Dean, College of Communications*  
Gregory Meeks, *Interim Dean, College of Education*  
Dale Miller, *Interim Dean, College of Fine Arts*  
Carol O'Connor, *Interim Dean, College of Humanities and Social Sciences*  
Susan Hanrahan, *Dean, College of Nursing and Health Professions*  
Andrew Novobilski, *Dean, College of Sciences and Mathematics*  
Lynita Cooksey, *Dean, University College*  
Andrew Sustich, *Dean, Graduate School and Honors College*  
Jeff Bailey, *Interim Dean, Library and Information Resources*  
Beverly Boals Gilbert, *Dean, Continuing Education and Community Outreach*  
Dean Lee, *Director, Athletics*

Mark Hoeting, *Chief Information Officer*  
Russ Hannah, *Associate Vice Chancellor, Finance and Controller*  
Lonnie Williams, *Associate Vice Chancellor, Student Affairs*  
John Pratte, *Associate Dean, College of Sciences and Mathematics*  
Martha Spack, *Associate Dean, Student Affairs, Leadership*  
Bud Kennedy, *Interim Associate Dean, College of Agriculture & Technology*  
Jill Simmons, *Director, University College*  
Rick Clift, *Director, Engineering Management, College of Engineering*  
Doug Abel, *Senior Associate Director, Athletics*  
Doug Doggett, *Associate Athletic Director, External Operations*  
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Jon Carvell, *Program Coordinator, Space Management*

Deanna Warren, *Human Resources, Banner Technical Support*



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# EXECUTIVE SUMMARY

As Arkansas State University looks to the future, the University has initiated a Master Plan to provide a comprehensive approach to future growth. The request for qualifications issued by the University for the development of the Master Plan stated, "The Master Plan shall assess the manner in which the University facilities presently serve the needs of its constituents and how the University might meet future facilities' needs."

As part of the Master Plan Team assessing the facilities, Paulien & Associates, Inc. of Denver, Colorado, was contracted to SmithGroupJJR to provide this Utilization and Space Needs Analysis.

## Process

In order to undertake the space needs analysis, Paulien & Associates requested data on enrollment, courses, staffing, and facilities. The University provided current enrollment numbers, the Fall 2011 course file, the staffing file, and a room-by-room facilities inventory.

For the Utilization and Space Needs Analysis, Paulien & Associates visited campus in October 2011 and held meetings with the Vice Chancellors, Deans, and Directors to discuss specific needs of the individual schools, colleges, and major administrative units on campus. A second visit in December 2011 provided an opportunity to present preliminary results of the Utilization and Space Needs Analysis to campus leaders.

## Planning Assumptions

- The on-campus Fall 2011 student headcount of 10,129 students was used as the base year enrollment. The breakdown used is 8,469 undergraduate students and 1,660 graduate students. This includes students enrolled in English as a Second Language.
- The enrollment projection provided to the consultant and used for this analysis is to reach an enrollment of 11,406 students on campus in 2020, which is projected to include 9,424 undergraduate and 1,982 graduate students.
- Existing space will be increased in the future year by the inclusion of the new Humanities and Social Sciences Building currently being constructed on campus and the Army Reserve Building the University is acquiring. The University plans to construct a new building for the College of Business, additional residential housing additions, and improvements to the Convocation Center and the Football Stadium, but not enough planning has occurred for those buildings to be included as existing space in the future year analysis.
- The goal of the Master Plan Update is to provide direction and clarity for future campus development. It should be noted that this analysis has been performed at a master plan level in assignable square feet. This analysis has not been performed at a program level providing analysis of number and types of rooms. The space needs analysis findings should be viewed as tools and information for decision making and planning and not as entitlements to space for individual colleges.
- All space in this analysis is projected in assignable square feet (ASF) which is defined as the usable space contained within classrooms, laboratories, offices, etc. It does not include circulation and building service space, nor does it include the thickness of walls or structural components like building columns.
- This Utilization and Space Needs Analysis reviewed the quantity of space on campus. It is important to note that the analysis did not take into consideration quality or functionality of space.

### Observations

The following are observations expressed by Arkansas State University constituents. These observations were commonly expressed as areas of particular interest or goals by University administration, faculty, and staff, with the potential of impacting campus facilities (not listed in priority order):

- One of the University's strategic planning priorities is the alignment of resources with institutional priorities.
- The University is changing its mission to that of a research institution. This will result in a need to strengthen doctoral programs, increase research funding, and provide additional research space.
- The research mission will impact faculty teaching workload and larger class sections for lower division students will be offered to offset the impact of research on faculty time. This will result in a need for large classrooms.
- The construction of an Administrative Services Building at the edge of campus would relocate non-academic functions and open up available space for academic activity in the central part of the campus.

### Key Findings

The consultant used the data and information provided to document the utilization of classrooms and teaching laboratories and to analyze the space needed on campus at the base year and at a projected future enrollment level.

#### ***Classroom and Teaching Laboratory Utilization***

Classrooms and teaching laboratories were studied to show the level of use. The factors illustrated in the utilization study included the average hours per week of scheduled instructional use, the percentage of student stations filled when the rooms are scheduled, and the average size allocated to the student stations in the rooms.

Classrooms on campus are not centrally scheduled. Departments control class scheduling. As a result the utilization of classrooms is significantly lower than would be expected on a campus the size of Arkansas State University. The consultant recommends that the University adopt a software program or system to centralize class scheduling and to optimize the use of instructional spaces, both classrooms and teaching laboratories.

#### ***Classroom Utilization***

The 161 classrooms reviewed averaged 24 hours of scheduled use per week, with 68% of the student stations filled when classrooms were in use. The classrooms average 21 assignable square feet (ASF) per student station. The expected range is around 30 to 35 hours per week of scheduled use with 65% to 70% of the student stations filled.

#### **CLASSROOM UTILIZATION SUMMARY**

##### **AVERAGE UTILIZATION**

24 HOURS PER WEEK

AVERAGE STUDENT STATION OCCUPANCY – 68%

AVERAGE SPACE PER STUDENT STATION – 21 ASF

AVERAGE SECTION SIZE – 25 STUDENTS

NUMBER OF ROOMS - 161

Compared to Paulien & Associates' data for which like studies have been performed, the 24 weekly room hours is below the range that the consultant would expect to see. The Arkansas State University classroom student station occupancy is within the expected range.



The classrooms located in International English Studies building show the highest average hours per week of scheduled use. The classrooms in International English Studies average 37 hours per week of use. Classrooms in the Delta Center for Economic Development average 34 hours per week of scheduled use. At the low end of utilization findings are the classroom in Wilson Advising Center, which averaged only eight hours per week of use, and the classrooms in the Fowler Center and the Honors Living Learning Classroom which averaged only 11 hours per week of scheduled use.

Looking at classroom utilization findings by classroom capacity showed the three classrooms that accommodate 141 to 187 student stations average 31 weekly room hours of use, followed by the classrooms that have 26 to 30 student stations that average 28 hours per week of use. The classrooms with capacities of 21 to 25 and 75 to 100 student stations averaged the lowest weekly room hours (WRH) of use with 19 hours per week.

The percentage of seats filled in classrooms, the student station occupancy (SSO), is highest in classrooms that have fewer than 20 student stations. The classrooms with fewer than 20 student stations averaged 81% student station occupancy. The one classroom on campus that seats 106 averaged only 50% of seats filled. It is common to find that as classroom capacity increases, the student station occupancy decreases. The classroom utilization at Arkansas State University generally follows this trend. Arkansas State University appears to be scheduling classes in appropriately-sized classrooms for the current class schedule.

The classrooms on campus are most heavily used on Tuesday and Thursday mornings. The greatest overall percentage of classrooms in use is during the 11:00 AM time slot on Thursday when 74% of all classrooms were in use. The 9:30 AM, 10:00 AM, and 11:00 AM time periods on Tuesday and Thursday show over 71% of classrooms on campus in use. On Monday and Wednesday, the morning time slots show up to 70% of classrooms in use.

The opposite view of the percentage of classrooms filled is that at all times of day and all days of the week at least 26% of classrooms are not scheduled for use. On Monday and Wednesday over 30% of the classrooms are not scheduled for use. On Friday morning 40% of the classrooms are not in use.

It should be noted that the facilities inventory provided includes 182 classrooms. Twenty-one classrooms on campus showed no utilization during the term analyzed. Including these rooms in the analysis masked the utilization of the rooms that were scheduled for use. For this reason the 21 rooms were removed from the analysis. Leaving them in would have lowered the 24 hour per week findings.

### ***Teaching Laboratory Utilization***

The 68 teaching laboratories analyzed averaged 12 weekly room hours of use. When laboratories were in use, the

#### **TEACHING LABORATORY UTILIZATION SUMMARY**

##### **AVERAGE UTILIZATION**

12 HOURS PER WEEK

AVERAGE STUDENT STATION OCCUPANCY – 74%

AVERAGE SPACE PER STUDENT STATION – 54 ASF

AVERAGE SECTION SIZE – 17 STUDENTS

NUMBER OF ROOMS - 68

student station occupancy averaged 74%.

Compared to Paulien & Associates' data for which like studies have been performed, the 12 weekly room hours is lower than the consultant would expect to see. An expected range is 18 to 20 weekly room hours of scheduled use in teaching laboratories. The Arkansas State University teaching laboratory student station occupancy of 74% is in the middle of the expected range of 70% to 80% occupancy.

### Space Needs Analysis

The space needs analysis assists in determining the magnitude of space needed for both the base year and at the future plan horizon. The consultant applied normative space guidelines. These guidelines were adapted as appropriate during the analysis. The guideline applied for each space category was the one deemed most appropriate for Arkansas State University. The discussion of guidelines applied can be found in Section 6 of this report.

## Campuswide Space Needs Analysis

### Arkansas State University • Jonesboro

SPACE CATEGORY	Base Year <i>Student Headcount = 10,129 Staff Headcount = 2,090</i>				Target Year <i>Student Headcount = 11,406 Staff Headcount = 2,260</i>			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	143,585	118,527	25,058	17%	161,749	137,800	23,949	15%
Teaching Laboratories & Service	105,461	87,954	17,507	17%	108,401	96,731	11,670	11%
Open Laboratories & Service	21,440	23,321	(1,881)	(9%)	23,420	26,587	(3,167)	(14%)
Research Laboratories & Service	44,236	66,016	(21,780)	(49%)	44,488	132,032	(87,544)	(197%)
Academic Offices & Service	162,030	179,190	(17,160)	(11%)	170,448	196,635	(26,187)	(15%)
Other Academic Department Space	99,865	104,937	(5,072)	(5%)	113,065	119,638	(6,573)	(6%)
<i>Academic Space Subtotal</i>	<i>576,617</i>	<i>579,945</i>	<i>(3,328)</i>	<i>(1%)</i>	<i>621,571</i>	<i>709,423</i>	<i>(87,852)</i>	<i>(14%)</i>
<b>Academic Support Space</b>								
Administrative Offices & Service	119,097	115,665	3,432	3%	119,097	121,800	(2,703)	(2%)
Library	123,488	124,592	(1,104)	(1%)	123,488	129,377	(5,889)	(5%)
Physical Education & Recreation	124,019	126,553	(2,534)	(2%)	124,019	139,391	(15,372)	(12%)
Athletics	134,508	175,000	(40,492)	(30%)	134,508	175,000	(40,492)	(30%)
Assembly & Exhibit	90,754	93,169	(2,415)	(3%)	90,754	99,703	(8,949)	(10%)
Physical Plant	42,302	42,698	(396)	(1%)	42,302	46,085	(3,783)	(9%)
Other Administrative Department Space	33,155	34,978	(1,823)	(5%)	33,155	39,880	(6,725)	(20%)
<i>Academic Support Space Subtotal</i>	<i>667,323</i>	<i>712,655</i>	<i>(45,332)</i>	<i>(7%)</i>	<i>667,323</i>	<i>751,236</i>	<i>(83,913)</i>	<i>(13%)</i>
<b>Auxiliary Space</b>								
Student Center	93,813	91,162	2,651	3%	93,813	102,654	(8,841)	(9%)
Child Care Center	7,866	16,000	(8,134)	(103%)	7,866	16,000	(8,134)	(103%)
Residence Life	663,100	683,775	(20,675)	(3%)	663,100	767,475	(104,375)	(16%)
Health Care Facilities	2,036	2,565	(529)	(26%)	2,036	2,925	(889)	(44%)
<i>Auxiliary Space Subtotal</i>	<i>766,815</i>	<i>793,502</i>	<i>(26,687)</i>	<i>(3%)</i>	<i>766,815</i>	<i>889,054</i>	<i>(122,239)</i>	<i>(16%)</i>
<b>CAMPUS TOTAL</b>	<b>2,010,755</b>	<b>2,086,102</b>	<b>(75,347)</b>	<b>(4%)</b>	<b>2,055,709</b>	<b>2,349,713</b>	<b>(294,004)</b>	<b>(14%)</b>
<i>Inactive/Conversion Space</i>	<i>22,360</i>				<i>22,360</i>			
<i>Affiliated Organizations</i>	<i>95,545</i>				<i>95,545</i>			

ASF = Assignable Square Feet

## EXECUTIVE SUMMARY

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Application of the guideline analysis calculated the space needs both campuswide and at a college level for Arkansas State University. Results of the campuswide space needs analysis generated a space deficit of 75,000 ASF at the base year, Fall 2010, with an enrollment of 10,129 students on campus. Using projections to the plan horizon, the space deficit increases to 294,000 ASF in the future when enrollment reaches 11,406 students. Over 100,000 ASF of the future year deficit is in the residence life space category, and over 87,000 of the deficit is in the research laboratory category.

At the future year, the space analysis shows a need for 88,000 ASF of Academic Space need and a need for 84,000 ASF of Academic Support Space. The findings show a need for just over 122,000 ASF of Auxiliary Space. Academic Space includes classroom, laboratory, physical education, and academic office spaces. Academic Support Space includes administrative offices, assembly and exhibit space, library, and physical plant space. Auxiliary Space includes recreation, athletics, student center and residence life space as well as dining space.

The space category with the greatest space need at the base year is athletics. The research laboratory, academic office, and residence life categories also show a significant need for additional space at the base year.

At the future year, the residence life category shows the greatest need for space. The research laboratory, academic office, and athletics categories also show deficits at the future year.

For the future year, space was included in the analysis to incorporate the new Humanities and Social Science Building and the Army Reserve Building.

At the base and future years, the space category that has been labeled inactive/conversion space includes the auditorium in Wilson Hall, Ellis House, and the sixth floor of the Library. The category labeled affiliated organizations includes the Arkansas Biosciences Institute, Judd Hill Center, Delta Center for Economic Development, the Center for Economic Development on Krueger Drive, and Cooper Alumni Center.

Affiliated organizations were not included in the space needs analysis because they are facilities driven by entrepreneurial decisions, not academic space standards. While these facilities are important to the campus, their need for space is separate from the academic and administrative campus needs. Including affiliated organizations in the space analysis may distort or mask the need for academic space on campus. For example, research space needs on campus have been calculated without inclusion of the Arkansas Biosciences Institute space so that future space needs calculations provide sufficient space for academic research within the academic colleges.

The inactive/conversion space and the affiliated organizations spaces have been shown at the bottom of the space needs analysis table but not calculated in the overall space needs analysis.

## EXECUTIVE SUMMARY

In addition to the space needs analysis summarized by type of space, the analysis was performed at the College or major Administrative division level.

### Space Needs Analysis by College/School or Major Unit

COLLEGE/UNIT	Base Year <i>Student Headcount = 10,129 Staff Headcount = 2,090</i>				Target Year <i>Student Headcount = 11,406 Staff Headcount = 2,260</i>			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic</b>								
College of Agriculture & Technology	32,561	32,988	(427)	(1%)	32,561	43,531	(10,970)	(34%)
College of Business	18,697	19,544	(847)	(5%)	18,697	21,152	(2,455)	(13%)
College of Communications	33,303	38,567	(5,264)	(16%)	33,303	40,733	(7,430)	(22%)
College of Education	116,993	149,577	(32,584)	(28%)	130,763	173,200	(42,437)	(32%)
College of Engineering	22,672	17,867	4,805	21%	22,672	25,521	(2,849)	(13%)
College of Fine Arts	84,683	89,001	(4,318)	(5%)	84,683	96,077	(11,394)	(13%)
College of Humanities & Social Sciences	25,017	28,398	(3,381)	(14%)	38,037	36,898	1,139	3%
College of Nursing & Health Professions	53,056	55,070	(2,014)	(4%)	53,056	61,102	(8,046)	(15%)
College of Sciences & Mathematics	100,114	105,423	(5,309)	(5%)	100,114	157,288	(57,174)	(57%)
Cont. Education & Community Outreach	4,459	4,312	147	3%	4,459	4,380	79	2%
Graduate School	3,064	1,275	1,789	58%	3,064	1,700	1,364	45%
Honors College	2,317	1,418	899	39%	2,317	1,661	656	28%
International Programs	8,303	5,842	2,461	30%	8,303	6,100	2,203	27%
Military Science & Leadership	41,124	41,121	3	0%	41,124	41,561	(437)	(1%)
University College	12,609	13,972	(1,363)	(11%)	12,609	14,499	(1,890)	(15%)
Classroom & Service	143,585	118,527	25,058	17%	161,749	137,800	23,949	15%
<i>Academic Subtotal</i>	<i>702,557</i>	<i>722,902</i>	<i>(20,345)</i>	<i>(3%)</i>	<i>747,511</i>	<i>863,203</i>	<i>(115,692)</i>	<i>(15%)</i>
<b>Administrative</b>								
Academic Affairs & Research/Provost	46,379	54,248	(7,869)	(17%)	46,379	57,925	(11,546)	(25%)
Athletics	44,005	54,264	(10,259)	(23%)	44,005	54,994	(10,989)	(25%)
Chancellor	10,735	9,935	800	7%	10,735	11,345	(610)	(6%)
Finance & Administration	229,149	254,436	(25,287)	(11%)	229,149	262,504	(33,355)	(15%)
Library & Information Resources	123,488	124,592	(1,104)	(1%)	123,488	129,377	(5,889)	(5%)
Student Affairs	848,332	859,201	(10,869)	(1%)	848,332	963,769	(115,437)	(14%)
University Advancement	6,110	6,524	(414)	(7%)	6,110	6,596	(486)	(8%)
<i>Administrative Subtotal</i>	<i>1,308,198</i>	<i>1,363,200</i>	<i>(55,002)</i>	<i>(4%)</i>	<i>1,308,198</i>	<i>1,486,510</i>	<i>(178,312)</i>	<i>(14%)</i>
<b>TOTAL</b>	<b>2,010,755</b>	<b>2,086,102</b>	<b>(75,347)</b>	<b>(4%)</b>	<b>2,055,709</b>	<b>2,349,713</b>	<b>(294,004)</b>	<b>(14%)</b>
<i>Inactive/Conversion Space</i>	<i>22,360</i>				<i>22,360</i>			
<i>Affiliated Organizations</i>	<i>95,545</i>				<i>95,545</i>			

ASF = Assignable Square Feet

The major colleges and major administrative divisions showing the greatest need for space at the base year are the College of Education and Finance & Administration. At the future year, the College of Education and Finance & Administration continue to need space. The College of Sciences & Mathematics and Student Affairs also show significant deficits at the future year.

# PLANNING ASSUMPTIONS

## Enrollment Assumptions

Arkansas State University provided the consultant with student enrollment information and with the white paper "Enrollment Projections 2012-2016 and Associated Implications" prepared by the Chancellor. Enrollment and enrollment projections used for this analysis are those only for the on-campus students in Jonesboro. The on-campus enrollment included students enrolled in English as a Second Language.

The student enrollment growth used in this analysis was from 10,129 students in the base year to 11,406 students in the target year, an overall growth rate of 12.6%. The on-campus Fall 2011 student headcount of 10,129 students for the base year enrollment includes 8,469 undergraduate students and 1,660 graduate students. The Fall 2011 full-time equivalent (FTE) student numbers used were 7,773 FTE students which includes 6,757 FTE undergraduate students and 1,016 FTE graduate students. The enrollment projection of 11,406 students on campus in 2020, includes 9,424 undergraduate and 1,982 graduate students.

Enrollment trends at Arkansas State University will likely have the largest growth in the College of Business, College of Engineering, and the College of Sciences and Mathematics. The College of Nursing and Health Professions is growing. The College of Education will have its largest enrollment growth in on-line programs. While this information is informative, no details itemizing enrollment projections by College were provided, so the overall growth of 12.6% was used for all colleges.

## Staffing Assumptions

The consultant assumed that faculty growth will follow enrollment growth. For this analysis, faculty growth was projected at the same rate as enrollment growth. Staff growth was projected at half the rate of faculty growth. These are the factors that are commonly utilized in space analyses. While the growth in faculty and staff may not occur at these levels, they are reasonable factors for use in a master planning effort.

In certain instances unique staff or faculty needs were shared with the consultant. The unique needs were incorporated into the space needs analysis.

## Space Assumptions

The consultant was provided with a room-by-room facilities inventory for use in the space needs analysis. The facilities inventory includes information on the building name and number, room number, assignable square feet of the room, number of seats or student stations (for classrooms, teaching laboratories and seminar rooms), space use code (formerly known as room use code), and department code for the primary space occupant.

All space in this analysis is shown in assignable square footage (ASF) which is defined as the usable space contained within classrooms, laboratories, offices, etc. It does not include circulation and building service space, nor does it include the thickness of walls or structural components like building columns.

The Space Needs Analysis is a quantitative analysis only. Existing space was included in the analysis regardless of its quality.



## 1 PLANNING ASSUMPTIONS

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For the analysis of space needs at the future year, existing space was increased by the inclusion of the Humanities and Social Sciences Building currently being constructed on campus and the Army Reserve Building the University is acquiring. There is a desire to construct a new building for the College of Business and additional residential housing, but not enough planning has occurred for those buildings to be included as existing space for the future year analysis. The University anticipates additions and improvements to the Convocation Center and the Football Stadium. As with the new College of Business and residential facilities, not enough planning has occurred for the additions and improvements to the Convocation Center and the Football Stadium to be included in the future year analysis.

The inactive/conversion and affiliated organizations space on campus has been identified at the bottom of the space needs analysis table but not calculated into the overall space needs analysis. The inactive/conversion space may be available for future use to reduce the space deficits found in the analysis.

# EXISTING SPACE

At the initiation of the space needs study, the consultant was provided with a list of buildings on campus and a room-by-room facilities inventory. The facilities inventory documented room numbers, assignable square feet, space use codes, room designations, and occupants.

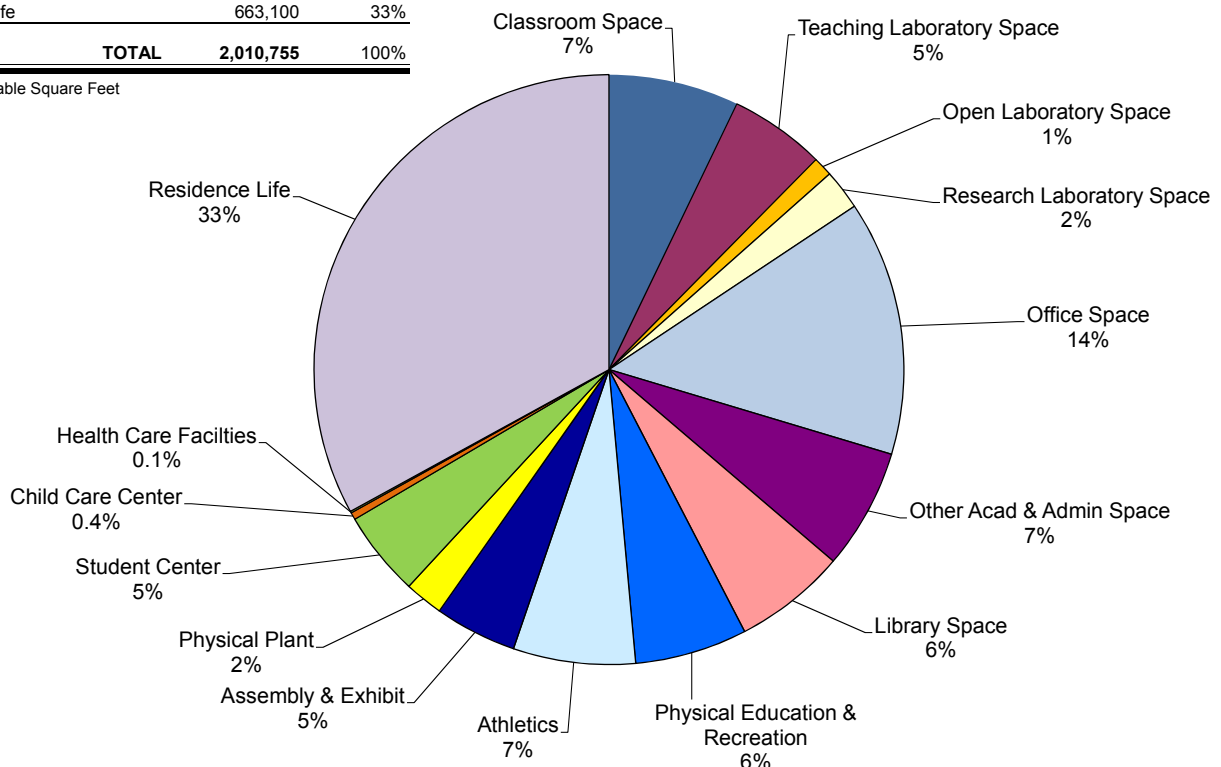
For the future year, existing space was increased by the inclusion of the Humanities and Social Sciences Building currently being constructed on campus and the Army Reserve Building. The proposed new College of Business building, additional residential housing, as well as the additions and improvements to the Convocation Center and the Football Stadium were not included in this analysis.

### Arkansas State University

Space Category	Total Existing ASF	Percent of Total ASF
Classroom Space	143,585	7%
Teaching Laboratory Space	105,461	5%
Open Laboratory Space	21,440	1%
Research Laboratory Space	44,236	2%
Office Space	281,127	14%
Other Acad & Admin Space	133,020	7%
Library Space	123,488	6%
Physical Education & Recreation	124,019	6%
Athletics	134,508	7%
Assembly & Exhibit	90,754	5%
Physical Plant	42,302	2%
Student Center	93,813	5%
Child Care Center	7,866	0.4%
Health Care Facilities	2,036	0.1%
Residence Life	663,100	33%
<b>TOTAL</b>	<b>2,010,755</b>	<b>100%</b>

ASF = Assignable Square Feet

Total Arkansas State University existing space at the base year is 2,128,660 ASF including inactive/conversion space and space assigned to affiliated organizations. Of this space, 2,010,755 ASF was included in the space analysis. The combined total of classroom and laboratory space on campus is 12% of analyzed space on campus when residence life space is included. Existing research space is 2% of space. Offices space is 14% of all assignable space on campus. Residence Life space comprises 33% of the space on campus.



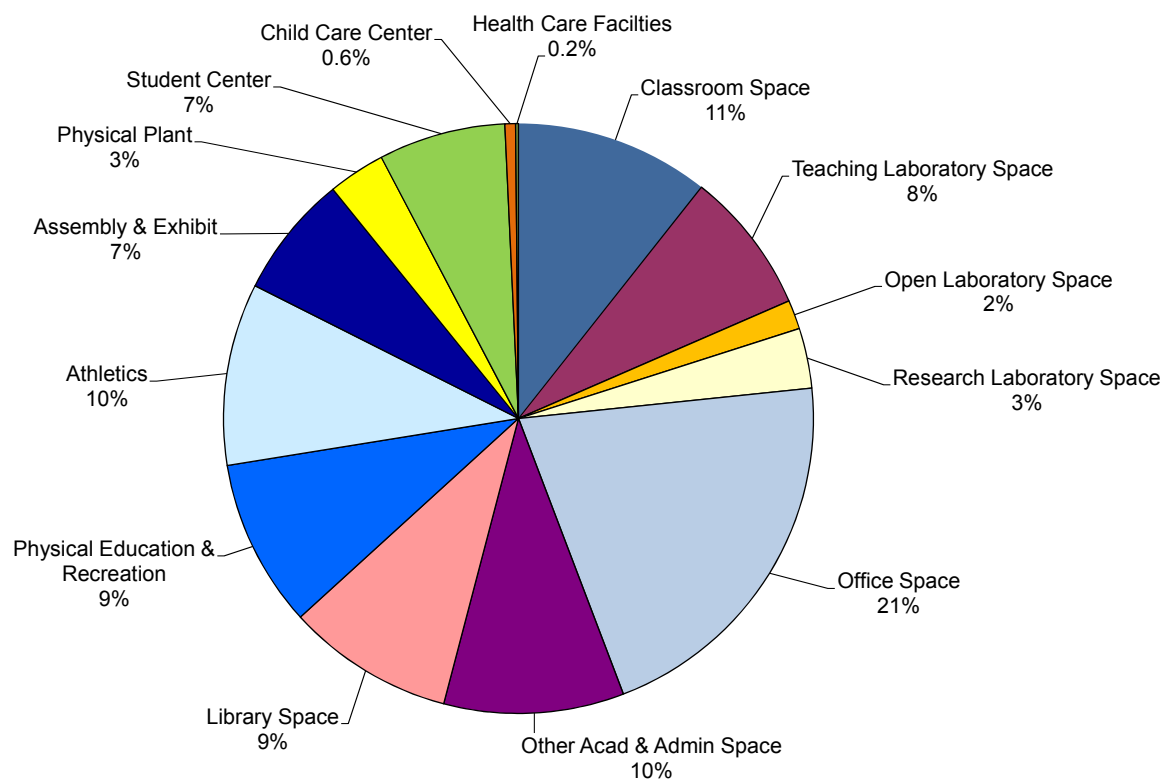
## 2 EXISTING SPACE

Existing space at the base year viewed without Residence Life space totals 1,347,655 ASF. In this view, the combined classroom and teaching laboratory space is 19% of the total.

### Arkansas State University

Space Category	Total Existing ASF	Percent of Total ASF
Classroom Space	143,585	11%
Teaching Laboratory Space	105,461	8%
Open Laboratory Space	21,440	2%
Research Laboratory Space	44,236	3%
Office Space	281,127	21%
Other Acad & Admin Space	133,020	10%
Library Space	123,488	9%
Physical Education & Recreation	124,019	9%
Athletics	134,508	10%
Assembly & Exhibit	90,754	7%
Physical Plant	42,302	3%
Student Center	93,813	7%
Child Care Center	7,866	0.6%
Health Care Facilities	2,036	0.2%
<b>TOTAL</b>	<b>1,347,655</b>	<b>100%</b>

ASF = Assignable Square Feet



## CLASSROOM AND TEACHING LABORATORY UTILIZATION

The utilization of classrooms and teaching laboratories was examined using Arkansas State University's Fall 2011 course data. Understanding how classrooms and teaching laboratories are scheduled and utilized provides the foundation for and assists in the formulation of the classroom and teaching laboratory guidelines applied.

The utilization analysis includes both classroom and teaching laboratory utilization, analyzing average weekly room hour use and student station occupancy percentage, as well as scheduled classroom use by day and time of day.

The utilization of a room is determined by calculating the average enrollment of the courses taught in a room along with total weekly student contact hours, weekly room hours, and student station occupancy percentage. Weekly student contact hours are calculated by multiplying the enrollment of a course by the weekly contact hours, or weekly room hours, during which the course is held. Weekly room/contact hours are determined by calculating the number of hours a course meets (start and end times) and multiplying the result by the number of days the course meets each week. Both of these factors are totaled on a room-by-room basis. If a course does not meet for a full term, the number of hours for a room is prorated by the number of weeks in a semester.

The student station occupancy for a room is determined by dividing the room's weekly student contact hours by the room's weekly student contact hour capacity.

$$\begin{aligned}\text{WEEKLY ROOM/CONTACT HOURS (WRH OR WCH)} &= \text{No. of Days} \times ((\text{End Time} - \text{Start Time})/60) \\ \text{WEEKLY STUDENT CONTACT HOURS (WSCH)} &= \text{Students} \times \text{Weekly Room/Contact Hours} \\ \text{WEEKLY STUDENT CONTACT HOUR CAPACITY} &= \text{Student Stations} \times \text{Weekly Room/Contact Hours} \\ \text{STUDENT STATION OCCUPANCY \%} &= \text{WSCH} / \text{WSCH Capacity} \\ \text{HOURS PER SEAT} &= \text{WSCH} / \text{No. of Student Stations}\end{aligned}$$

### Classroom Utilization

The initial analysis of classroom utilization showed there were 212 rooms on campus classified as classrooms. The initial analysis also showed 30% of those rooms with no scheduled utilization. The consultant worked with the campus facilities staff to investigate the unscheduled rooms. As a result of the investigation, many of the unscheduled rooms were reclassified, since they were not rooms used for student instruction but were other room types such as training rooms, meeting rooms, or demonstration rooms.

The updated classroom list for the campus includes 182 rooms. Twenty-one of the 182 classrooms still show no utilization during the Fall 2011 term. Because the unscheduled rooms distort the utilization findings for those rooms that were used for scheduled instruction, the 21 unscheduled rooms were removed from the utilization analysis.

The 21 rooms are: BU 106, LIBMUS 156, IES N222, IES N229, IES N232, IES S211, IES S217, and 14 classrooms in the International Student Center. The two rooms, BU 106 and LIBMUS 156, were being renovated during the scheduling period for the term. The 14 classrooms in the International Student Center and the five rooms in the International English Studies building were not needed so were not scheduled for instruction during the term analyzed.

### 3 CLASSROOM AND TEACHING LABORATORY UTILIZATION

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During Fall 2011, the 161 classrooms analyzed on the Arkansas State University campus averaged 24 hours of scheduled use per week, at 68% student station occupancy. Weekly room hours are defined as the number of hours a week a room is scheduled. Student station occupancy is defined as the percentage of seats filled when a room is occupied for scheduled use. The ASF per station is the average quantity of space per student station. At Arkansas State University, this is 21 ASF per station. If the 21 unscheduled classrooms are included in the analysis, the average weekly room hours reduces to 21 hours per week.

Paulien & Associates has provided utilization analysis for many colleges and universities and would normally expect to see classroom utilization between 30 and 35 hours per week of use, with 65% to 70% of seats filled when in use. The consultant has found the average size of the student stations in classrooms to be around 20 to 22 ASF.

The 24 average weekly hours of use at Arkansas State University is well below the range that the consultant would expect to see. The Arkansas State University student station occupancy of 68% is within the expected average. The student station size of 21 ASF per station at Arkansas State University is in the middle of the expected range of 20 to 22 square feet per station.

It is clear from the results of the classroom utilization analysis that the University is allowing departmental scheduling of classrooms. Departments are perceived to control classroom spaces. The consultant recommends that the University adopt a software program or system to centralize class scheduling and to optimize the use of instructional spaces, both classrooms and teaching laboratories.

In meeting on campus with Information and Technology Services, the consultant was told classroom technology is not uniform, the classrooms have many different configurations, and there is no institution-wide coordination of teaching technology in classrooms. The non-standard approach to classroom technology is inefficient. If the campus were to implement a software program to schedule classes, the system should also be able to track the technology in each classroom so the campus can upgrade and standardize classroom technology.

Tables showing the room-by-room analysis of classroom utilization can be found in Appendix A and B.

#### ***Classroom Utilization Analysis by Building***

Classrooms are located in 20 different buildings with 47% of the classrooms located in six buildings – Business; Computer Science & Math; Health, Physical Education & Sports Science; International English Studies; Education and Communication; and Wilson Hall. In reviewing the *Classroom Utilization Analysis by Building Summary*, the classrooms located in the International English Studies Building show the highest average hours per week of scheduled use. Those classrooms average 37 hours per week of scheduled use. The classrooms in the Delta Center average 34 hours per week of scheduled use. Classrooms in the Education and Communications Building average 32 hours per week of scheduled use. At the low end of utilization findings is the classroom in the Wilson Advising Center, which averaged only eight hours per week of use. Classrooms in the Fowler Center and the one Honors Living-Learning classroom average 11 hours per week of use.

The classrooms in the International Student Center have the highest average student station occupancy percentage at 91%. The classroom in the Honors Living-Learning Classroom Building showed the lowest student station occupancy at 29%.

The overall average student station occupancy of 68% is within the range the consultant would expect to see, while the average of 24 scheduled weekly room hours is well below the expected range for comparative institutions. These findings indicate that Arkansas State University is, for the most part, scheduling classes in appropriately sized rooms, but the low hours per week indicate the University is under-utilizing its classrooms.

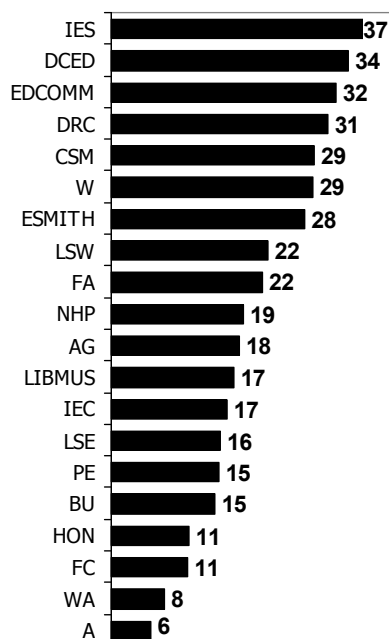
It should be noted that preference for newer, updated classrooms influences classroom utilization. This can be seen by comparing the average weekly room hours of classroom utilization in Nursing and Health Professions Building to the Reynolds Center and by comparing Business to the Delta Center.



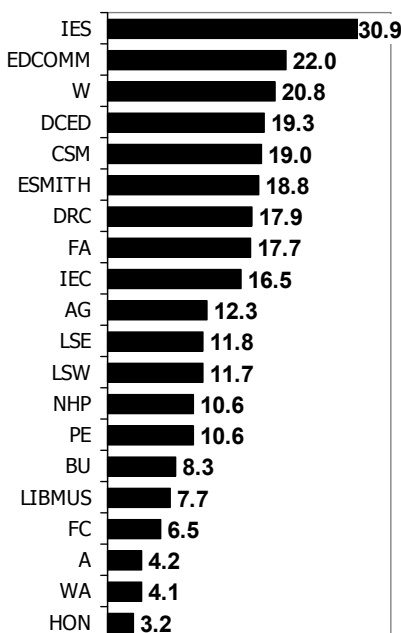
#### Classroom Utilization Analysis by Building Summary

Building Name and Id		No. of Rooms	Average Room Size	Average ASF per Station	Average Section Size	Weekly Seat Hours	Average Weekly Room Hours	Hours in Use Student Station Occupancy %
Agriculture	AG	7	982	23	29	12.3	18	53%
Business	BU	15	761	18	24	8.3	15	59%
Computer Science & Math	CSM	11	779	18	29	19.0	29	67%
Dean B. Ellis Library	LIBMUS	5	916	21	16	7.7	17	43%
Delta Ctr For Econ Dev (On-Campus)	DCED	4	1,630	26	36	19.3	34	57%
Education & Communications	EDCOMM	16	672	21	22	22.0	32	69%
Eugene W. Smith Hall	ESMITH	9	855	24	22	18.8	28	70%
Fine Arts	FA	6	742	22	24	17.7	22	66%
Fowler Center For Performing Arts	FC	2	1,003	41	21	6.5	11	51%
Health, Phys Ed & Sports Science	PE	10	806	19	29	10.6	15	69%
Honors Living-Learning Classroom	HON	1	2,544	53	13	3.2	11	29%
International English Studies	IES	13	398	23	14	30.9	37	83%
International Student Center	IEC	2	826	22	31	16.5	17	91%
Lab Sciences East	LSE	9	884	16	34	11.8	16	47%
Lab Sciences West	LSW	4	995	18	37	11.7	22	51%
Military Science ROTC (Armory)	A	3	725	26	20	4.2	6	72%
Nursing & Health Professions	NHP	10	903	19	26	10.6	19	58%
Reynolds Ctr For Health Sciences	DRC	4	1,473	24	37	17.9	31	64%
Wilson Advising Center	WA	1	638	27	13	4.1	8	55%
Wilson Hall	W	29	599	18	25	20.8	29	74%
Total No. of Rooms = 161		AVERAGE	791	21	25	15.4	24	68%

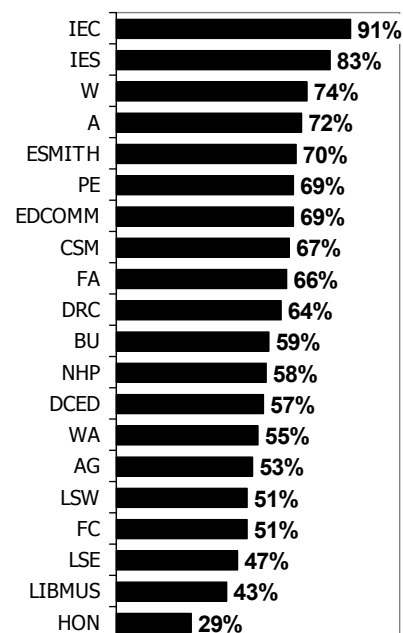
#### Weekly Room Hours:



#### Weekly Seat Hours:



#### Student Station Occupancy:



### 3 CLASSROOM AND TEACHING LABORATORY UTILIZATION

#### ***Classroom Utilization Analysis by College***

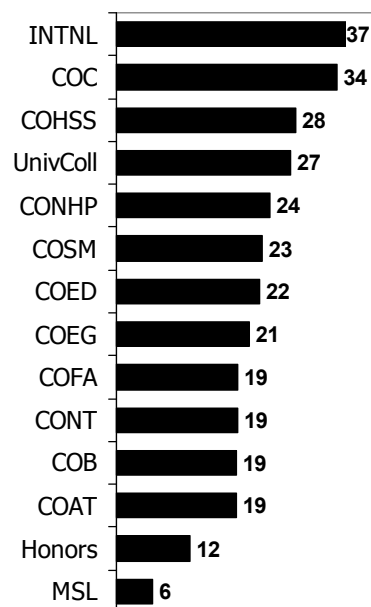
Classroom utilization was also analyzed by College. Classrooms assigned to International Programs showed the highest average at 37 hours per week of use. The three classrooms assigned to Military Science averaged only six hours per week of scheduled use.

The percentage of student stations occupied in classrooms assigned to International Programs and University College showed the highest averages of 83% and 80% student station occupancy. The lowest occupancy average was in the Continuing Education classrooms that averaged only 41% occupancy.

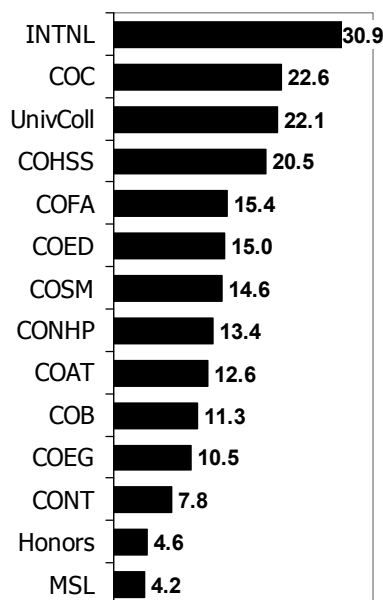
#### **Classroom Utilization Analysis by College / Unit Summary**

College / Unit	No. of Rooms	Average Room Size	Average ASF per Station	Average Section Size	Weekly Seat Hours	Average Weekly Room Hours	Hours in Use Student Station Occupancy %
College of Agriculture & Technology	5	1,079	22	34	12.6	19	52%
College of Business	19	944	20	27	11.3	19	58%
College of Communications	5	583	17	23	22.6	34	69%
College of Education	23	735	22	24	15.0	22	69%
College of Engineering	4	717	25	15	10.5	21	49%
College of Fine Arts	8	807	26	23	15.4	19	64%
College of Humanities & Social Sciences	31	614	18	26	20.5	28	75%
College of Nursing & Health Professions	16	1,143	21	29	13.4	24	58%
College of Sciences & Mathematics	22	869	17	34	14.6	23	61%
Continuing Education & Community Outreach	4	1,021	21	16	7.8	19	41%
Honors College	2	1,521	35	15	4.6	12	44%
International Programs	13	398	23	14	30.9	37	83%
Military Science & Leadership	3	725	26	20	4.2	6	72%
University College	6	659	23	22	22.1	27	80%
<i>Total No. of Rooms = 161</i>	<b>AVERAGE</b>	<b>791</b>	<b>21</b>	<b>25</b>	<b>15.4</b>	<b>24</b>	<b>68%</b>

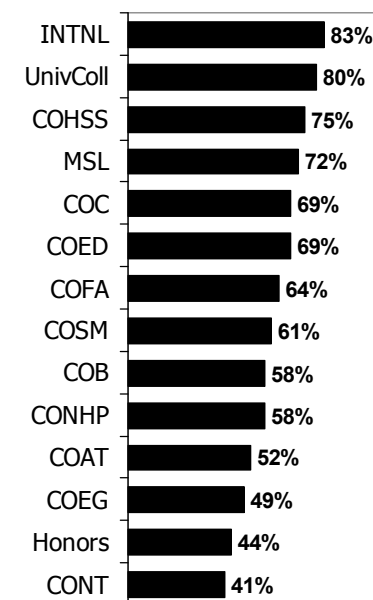
#### **Weekly Room Hours:**



#### **Weekly Seat Hours:**



#### **Student Station Occupancy:**



### 3 CLASSROOM AND TEACHING LABORATORY UTILIZATION

#### Classroom Utilization Analysis by Room Capacity

When classroom utilization was summarized by classroom capacity, findings showed the three classrooms that have 141 to 187 student stations averaged 31 weekly room hours of use. These were followed by classrooms that have 26 to 30 student stations, which averaged 28 hours per week of use. At the low end were the classrooms that seat 21 to 25 and 75 to 100 students that averaged 19 weekly room hours of scheduled use.

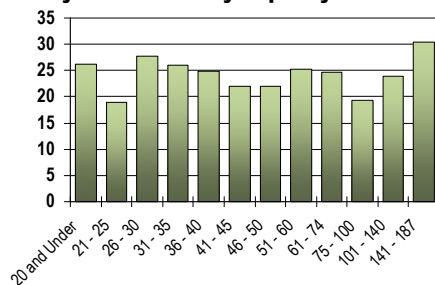
The percentage of seats filled in classrooms, the student station occupancy (SSO), is highest in classrooms that have 20 or fewer student stations. The classrooms with 20 or fewer student stations averaged 81% student station occupancy. Most of the classrooms on campus that have a capacity of more than 75 averaged 56% of seats filled. It is common to find that as classroom capacity increases, the student station occupancy decreases. The classroom utilization at Arkansas State University generally follows this trend.

Typically, trends show that smaller classrooms are not scheduled as much as the larger classrooms, so as the capacity of the classrooms increase so do the weekly room hours. Conversely, smaller classrooms tend to show a greater student station occupancy while the larger rooms have a lower student station occupancy percentage.

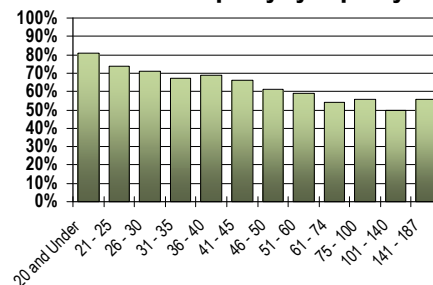
#### Classroom Utilization Analysis by Capacity Summary

Classroom Capacity Grouping	No. of Rooms	No. of Seats	Average Room Size	Average ASF per Station	Average Section Size	Weekly Seat Hours	Average Weekly Room Hours	Hours in Use Student Station Occupancy %
20 and Under	25	422	448	27	13	21.2	26	81%
21 - 25	13	304	634	27	15	13.9	19	74%
26 - 30	18	511	618	22	19	19.6	28	71%
31 - 35	14	450	581	18	20	17.3	26	67%
36 - 40	15	573	691	18	26	17.4	25	69%
41 - 45	16	686	746	17	29	14.5	22	66%
46 - 50	32	1,533	995	21	27	13.4	22	61%
51 - 60	11	614	976	17	32	15.0	25	59%
61 - 74	7	441	910	14	30	13.4	25	54%
75 - 100	6	522	1,531	18	50	11.1	19	56%
101 - 140	1	106	2,271	21	55	12.0	24	50%
141 - 187	3	501	1,965	12	91	17.9	31	56%
Total No. of Rooms = 161	AVERAGE		791	21	25	15.4	24	68%

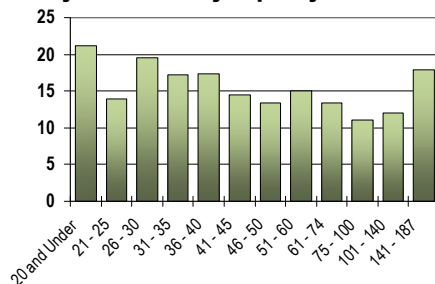
Weekly Room Hours by Capacity:



Student Station Occupancy by Capacity:



Weekly Seat Hours by Capacity:



### 3 CLASSROOM AND TEACHING LABORATORY UTILIZATION

#### Scheduled Classroom Use by Day and Hour

Analysis was performed to show classroom use by day and by time of day. This reveals what times of day are more heavily scheduled and times that provide opportunities for additional classes to be scheduled.

In reviewing the days and times of day when classrooms are in use, classrooms on campus are most heavily used on Tuesday and Thursday mornings. The highest percent of classrooms are in use at 11:00 AM on Thursday when 74% of classrooms are in use. The 9:30 AM through 11:00 AM time periods on Tuesday and Thursday show 71% or more of the classrooms on campus in use. The opposite view of the percentage of classrooms filled is that at all times of all days at least 26% of classrooms are not scheduled for use. On Monday, Wednesday, and Friday over 30% of classrooms are not scheduled for use.

Based on the consultant's experience, Friday is typically underutilized; therefore the average is calculated on Monday through Thursday use only. Including Friday in the average use calculation distorts how well the rooms are scheduled Monday through Thursday and does not accurately reflect scheduling trends. There is no regularly scheduled use shown on Saturdays and Sundays.

#### Scheduled Classroom Use by Day and Time

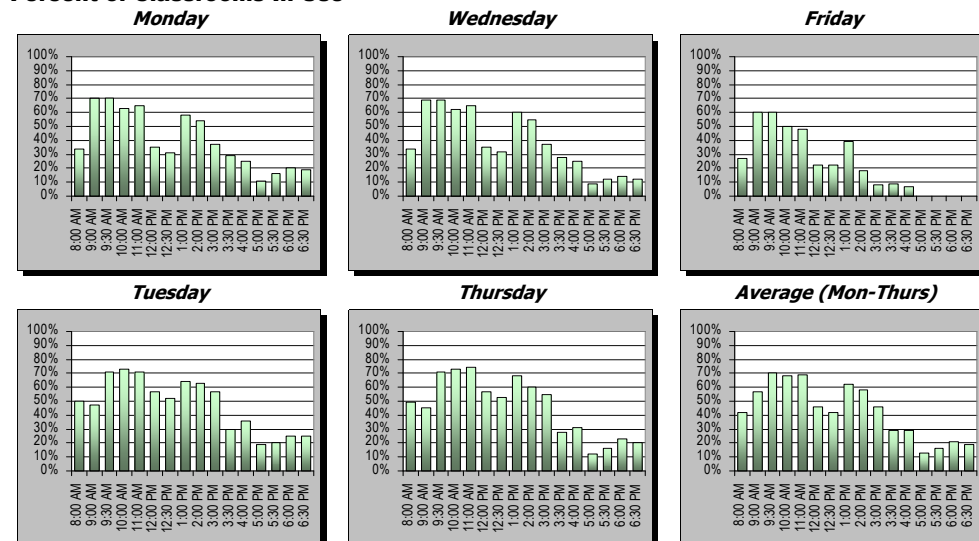
(Darker colors indicate a large percentage of rooms are scheduled.)

Time of Day	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Average*	
	Rooms in Use	% In Use	Rooms in Use	% In Use	Rooms in Use	% In Use	Rooms in Use	% In Use	Rooms in Use	% In Use	Rooms in Use	% In Use	Rooms in Use	% In Use	Rooms in Use	% In Use
8:00 AM	55	34%	80	50%	54	34%	79	49%	43	27%	0	0%	0	0%	67	42%
9:00 AM	112	70%	75	47%	111	69%	72	45%	97	60%	0	0%	0	0%	93	57%
9:30 AM	112	70%	115	71%	111	69%	114	71%	97	60%	0	0%	0	0%	113	70%
10:00 AM	101	63%	117	73%	100	62%	117	73%	81	50%	0	0%	0	0%	109	68%
11:00 AM	105	65%	115	71%	104	65%	119	74%	77	48%	0	0%	0	0%	111	69%
12:00 PM	57	35%	92	57%	56	35%	91	57%	35	22%	0	0%	0	0%	74	46%
12:30 PM	50	31%	83	52%	51	32%	86	53%	35	22%	0	0%	0	0%	68	42%
1:00 PM	94	58%	103	64%	96	60%	109	68%	62	39%	0	0%	0	0%	101	62%
2:00 PM	87	54%	101	63%	88	55%	97	60%	29	18%	0	0%	0	0%	93	58%
3:00 PM	60	37%	91	57%	59	37%	88	55%	13	8%	0	0%	0	0%	75	46%
3:30 PM	46	29%	48	30%	45	28%	45	28%	14	9%	0	0%	0	0%	46	29%
4:00 PM	41	25%	58	36%	40	25%	50	31%	12	7%	0	0%	0	0%	47	29%
5:00 PM	17	11%	30	19%	15	9%	20	12%	0	0%	0	0%	0	0%	21	13%
5:30 PM	25	16%	32	20%	20	12%	25	16%	0	0%	0	0%	0	0%	26	16%
6:00 PM	33	20%	40	25%	23	14%	37	23%	0	0%	0	0%	0	0%	33	21%
6:30 PM	30	19%	40	25%	20	12%	33	20%	0	0%	0	0%	0	0%	31	19%

Total classrooms = 161

\*Based upon the consultant's experience, Friday is typically underutilized, therefore the average is calculated on Monday thru Thursday use.

#### Percent of Classrooms In Use



### 3 CLASSROOM AND TEACHING LABORATORY UTILIZATION

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This analysis of classroom use by day and hour was performed using 161 classrooms. The 21 classrooms with no utilization have not been included in this analysis of classroom use by day and hour. If the 21 classrooms with no utilization were included in the analysis, only 65% of classrooms on campus were in use at 11:00 AM on Thursdays.

#### **Teaching Laboratory Utilization**

Teaching laboratories are defined as spaces used primarily for regularly scheduled instruction that require special purpose equipment or special space configuration for student participation. Under this definition teaching laboratories are not limited to science laboratories but also include other instructional spaces such as art studios.

There are two types of laboratories that were not included in the teaching laboratory analysis: open laboratories and research laboratories. Open laboratories are rooms that are open for student use but are informally scheduled, unscheduled, or open for individual use. Research laboratories are rooms used for laboratory experimentation, research, or training in research methods. The research conducted may be by either faculty or students for both funded and non-funded research. Open and research laboratory spaces do not have formal or scheduled utilization expectations, so their utilization was not analyzed here.

As with classroom utilization analysis, an analysis of teaching laboratory utilization illustrates the level of scheduled use. The square feet per station, the hours of use per week, and the percentage of student stations filled when laboratory sections are in session combine to form the overall teaching laboratory utilization factors. The teaching laboratory utilization analysis was performed on a room-by-room basis with summaries by building and discipline.

In Fall 2011, there were 68 rooms classified as teaching laboratories for this analysis. Arkansas State University teaching laboratories averaged 12 hours per week of scheduled use, at 74% student station occupancy. Unlike the classroom utilization, the teaching laboratory utilization analysis includes those laboratories with no scheduled use in the Fall 2011 term. The seven teaching laboratories that showed no scheduled utilization were investigated and determined to be laboratories that are used for advanced or very specialized courses and were not scheduled during the Fall 2011 term.

Teaching laboratory utilization is lower than the consultant would expect to see. An expected range is 18 to 20 weekly room hours of scheduled use in teaching laboratories, while the Arkansas State University average is 12 weekly room hours. The teaching laboratory student station occupancy of 74% is in the middle of the expected range of 70% to 80%.

The room-by-room teaching laboratory utilization analysis results for can be found in Appendix C.

#### ***Teaching Laboratory Utilization Analysis by Building***

When teaching laboratory utilization was summarized by building, the five laboratories in the Fine Arts Annex averaged 24 hours per week of scheduled use. The six teaching laboratories in Agriculture averaged four weekly room hours of scheduled use.

The three buildings with the highest percentage of occupancy had only one teaching laboratory in each building. The percentage of student station occupancy in the four laboratories in the Reynolds Center for Health Sciences averaged 87% of stations occupied when the room was scheduled.

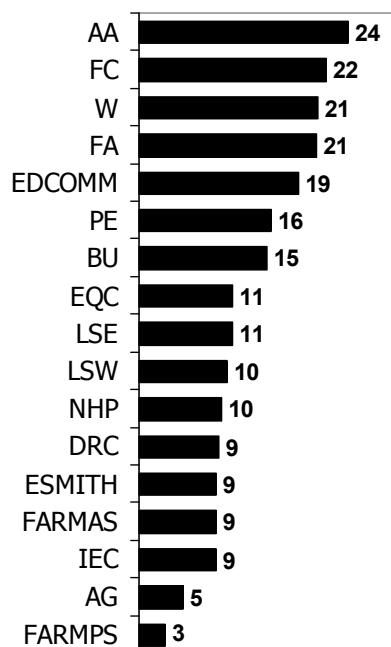
It should be noted that in some instances the percentage of student station occupancy exceeds 100%. This can occur when the number of students enrolled in a course is greater than the official station count in the room, resulting in some students sharing equipment or bench space.



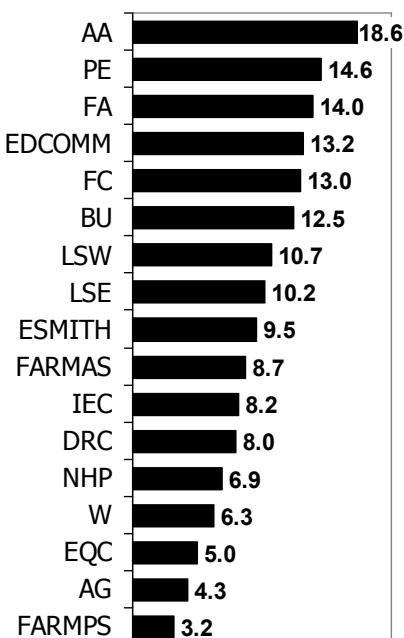
#### Teaching Laboratory Utilization Analysis by Building Summary

Building Name and Id	No. of Rooms	Average Room Size	Average ASF per Station	Average Section Size	Weekly Seat Hours	Average Weekly Room Hours	Hours in Use Student Station Occupancy %
Agriculture <i>AG</i>	6	1,032	60	10	4.3	5	67%
Business <i>BU</i>	2	866	31	21	12.5	15	77%
Education & Communications <i>EDCOMM</i>	4	898	55	11	13.2	19	68%
Equine Center Stall Barn <i>EQC</i>	1	552	29	9	5.0	11	45%
Eugene W. Smith Hall <i>ESMITH</i>	1	871	36	25	9.5	9	106%
Farm Animal Science Classroom Bldg <i>FARMAS</i>	1	714	40	18	8.7	9	97%
Farm Plant Science <i>FARMPS</i>	2	556	30	11	3.2	3	75%
Fine Arts <i>FA</i>	5	1,650	52	24	14.0	21	71%
Fine Arts Annex <i>AA</i>	5	1,176	63	15	18.6	24	76%
Fowler Center For Performing Arts <i>FC</i>	1	2,433	122	12	13.0	22	59%
Health, Phys Ed & Sports Science <i>PE</i>	2	1,897	67	21	14.6	16	78%
International Student Center <i>IEC</i>	1	552	26	18	8.2	9	91%
Lab Sciences East <i>LSE</i>	8	2,200	61	18	10.2	11	67%
Lab Sciences West <i>LSW</i>	16	1,156	54	21	10.7	10	85%
Nursing & Health Professions <i>NHP</i>	8	949	40	16	6.9	10	68%
Reynolds Ctr For Health Sciences <i>DRC</i>	4	1,257	75	12	8.0	9	87%
Wilson Hall <i>W</i>	1	1,026	22	15	6.3	21	30%
<i>Total No. of Rooms = 68</i>	<b>AVERAGE</b>	<b>1,256</b>	<b>54</b>	<b>17</b>	<b>10.4</b>	<b>12</b>	<b>74%</b>

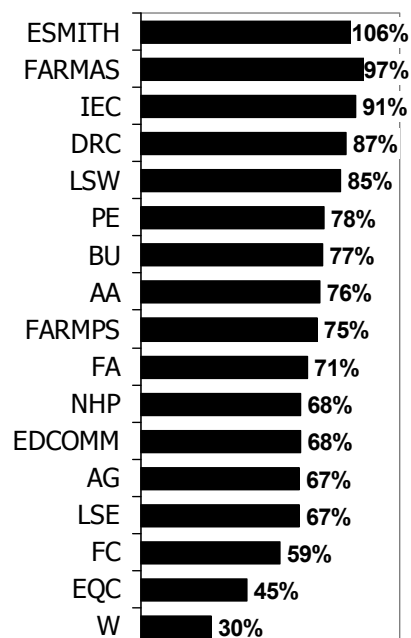
#### Weekly Room Hours:



#### Weekly Seat Hours:



#### Student Station Occupancy:



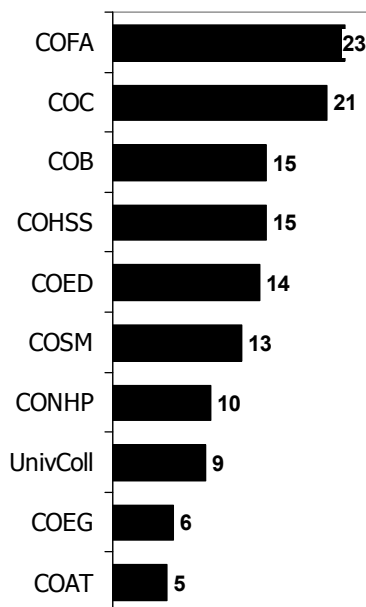
#### Teaching Laboratory Utilization Analysis by College

The utilization analysis for teaching laboratories summarized by college shows how the different disciplines used the instructional laboratories. The College of Fine Arts laboratories were used the highest hours per week, averaging 23 hours of scheduled use. The percentage of student station occupancy is greatest for the University College, followed by the College of Sciences and Mathematics laboratories. The College of Humanities and Social Sciences laboratories showed the lowest occupancy at 48%.

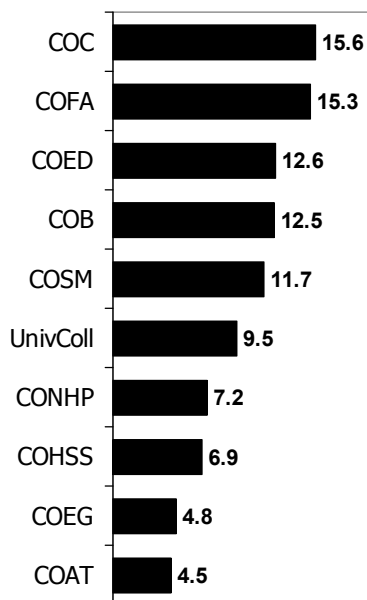
#### Teaching Laboratory Utilization Analysis by College / Unit Summary

College / Unit	No. of Rooms	No. of Seats	Average Room Size	Average ASF per Station	Average Section Size	Weekly Seat Hours	Average Weekly Room Hours	Hours in Use Student Station Occupancy %
College of Agriculture & Technology	7	126	747	47	9	4.5	5	69%
College of Business	2	56	866	31	21	12.5	15	77%
College of Communications	3	51	997	61	13	15.6	21	72%
College of Education	3	70	1,465	57	17	12.6	14	69%
College of Engineering	10	175	1,022	65	10	4.8	6	69%
College of Fine Arts	11	336	1,506	63	19	15.3	23	72%
College of Humanities & Social Sciences	2	68	789	24	17	6.9	15	48%
College of Nursing & Health Professions	12	264	1,052	51	14	7.2	10	75%
College of Sciences & Mathematics	17	534	1,719	51	25	11.7	13	80%
University College	1	24	871	36	25	9.5	9	106%
<i>Total No. of Rooms = 68</i>	<b>AVERAGE</b>		<b>1,256</b>	<b>54</b>	<b>17</b>	<b>10.4</b>	<b>12</b>	<b>74%</b>

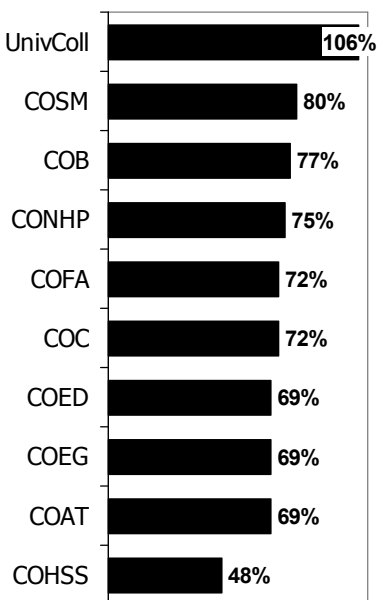
#### Weekly Room Hours:



#### Weekly Seat Hours:



#### Student Station Occupancy:



#### **Utilization Findings**

The results of the classroom and teaching laboratory analyses indicate that utilization is lower than would be expected on a campus the size of Arkansas State University. Both classroom and teaching laboratory average weekly room hours are low.

The average student station occupancy, or percentage of seats filled, is within the expected range, indicating the classes are scheduled, for the most part, in appropriately-sized rooms.

Implementation of centralized classroom scheduling can optimize the use of instructional spaces. The consultant recommends that the University adopt a software program or system to centralize class scheduling and improve the efficiency of instructional space utilization.

### SPACE NEEDS ANALYSIS BY SPACE CATEGORY

The space needs analysis for Arkansas State University was performed by applying guidelines to determine space needs by type of space. The consultant applied guidelines using the firm's experience with normative expectations and other guidelines in use around the nation. The applied guidelines were compared to standard guidelines with the role, mission, future goals, and student and program mix at Arkansas State University in mind. The guideline selected for each space category was the one deemed most appropriate for Arkansas State University. Guidelines applied are discussed in Section 6 of this report.

The space needs analysis assists in determining the amount and types of space needed at both the base year and at a future plan horizon.

The space needs analysis table on the following page shows the application of the guideline analysis for the Arkansas State University campus generated a space deficit of 75,000 ASF at the base year, Fall 2011, with an enrollment of 10,129 students. Using projections to the future plan horizon, the space deficit increases to 294,000 ASF in the future when enrollment reaches 11,406 students. Over 104,000 ASF of the future year deficit is in the residence life space category.

At the future year, the space analysis shows a need for 88,000 ASF of additional Academic Space and a need for 84,000 ASF of Academic Support Space. The findings show a need for 122,000 ASF of Auxiliary Space. Academic Space includes classrooms, teaching laboratories, open laboratories, research laboratories, physical education, and academic office space. Academic Support Space includes administrative offices, library, assembly and exhibit space, and physical plant space. Auxiliary Space includes student center, athletics, residence life, and dining spaces.

The space category with the greatest space need at the base year is athletics. The research laboratory, academic office, and residence life categories also show a need for additional space.

At the future year, the residence life category shows the greatest need for space. The research laboratory, academic office, and athletics categories also show a need for additional space at the future year.

For the future year, the existing space category includes the Humanities and Social Sciences Building currently being constructed on campus and the Army Reserve Building. The proposed new College of Business building, additional residential housing, and the Convocation Center and Football Stadium additions were not included in this analysis.

At both the base and future years, the space category that has been labeled inactive/conversion space includes the auditorium in Wilson Hall, Ellis House, and the sixth floor of the Library. The Ellis House is located too far from the central campus to be reallocated, but the inactive Wilson Hall auditorium and the sixth floor of the Library are available for reallocation. The University is planning to renovate the Wilson Hall auditorium into a lecture hall.

The category labeled affiliated organizations includes the Arkansas Bioscience Institute, Judd Hill Center, Delta Center for Economic Development, the Center for Economic Development on Krueger Drive, and Cooper Alumni Center. Affiliated organizations were not included in the space needs analysis because they are facilities driven by entrepreneurial decisions, not academic space standards.

The inactive/conversion and affiliated organizations spaces have been shown at the bottom of the space needs analysis table but not calculated in the overall space needs analysis.

## Campuswide Space Needs Analysis Arkansas State University • Jonesboro

SPACE CATEGORY	Base Year <i>Student Headcount = 10,129 Staff Headcount = 2,090</i>				Target Year <i>Student Headcount = 11,406 Staff Headcount = 2,260</i>			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	143,585	118,527	25,058	17%	161,749	137,800	23,949	15%
Teaching Laboratories & Service	105,461	87,954	17,507	17%	108,401	96,731	11,670	11%
Open Laboratories & Service	21,440	23,321	(1,881)	(9%)	23,420	26,587	(3,167)	(14%)
Research Laboratories & Service	44,236	66,016	(21,780)	(49%)	44,488	132,032	(87,544)	(197%)
Academic Offices & Service	162,030	179,190	(17,160)	(11%)	170,448	196,635	(26,187)	(15%)
Other Academic Department Space	99,865	104,937	(5,072)	(5%)	113,065	119,638	(6,573)	(6%)
<i>Academic Space Subtotal</i>	<i>576,617</i>	<i>579,945</i>	<i>(3,328)</i>	<i>(1%)</i>	<i>621,571</i>	<i>709,423</i>	<i>(87,852)</i>	<i>(14%)</i>
<b>Academic Support Space</b>								
Administrative Offices & Service	119,097	115,665	3,432	3%	119,097	121,800	(2,703)	(2%)
Library	123,488	124,592	(1,104)	(1%)	123,488	129,377	(5,889)	(5%)
Physical Education & Recreation	124,019	126,553	(2,534)	(2%)	124,019	139,391	(15,372)	(12%)
Athletics	134,508	175,000	(40,492)	(30%)	134,508	175,000	(40,492)	(30%)
Assembly & Exhibit	90,754	93,169	(2,415)	(3%)	90,754	99,703	(8,949)	(10%)
Physical Plant	42,302	42,698	(396)	(1%)	42,302	46,085	(3,783)	(9%)
Other Administrative Department Space	33,155	34,978	(1,823)	(5%)	33,155	39,880	(6,725)	(20%)
<i>Academic Support Space Subtotal</i>	<i>667,323</i>	<i>712,655</i>	<i>(45,332)</i>	<i>(7%)</i>	<i>667,323</i>	<i>751,236</i>	<i>(83,913)</i>	<i>(13%)</i>
<b>Auxiliary Space</b>								
Student Center	93,813	91,162	2,651	3%	93,813	102,654	(8,841)	(9%)
Child Care Center	7,866	16,000	(8,134)	(103%)	7,866	16,000	(8,134)	(103%)
Residence Life	663,100	683,775	(20,675)	(3%)	663,100	767,475	(104,375)	(16%)
Health Care Facilities	2,036	2,565	(529)	(26%)	2,036	2,925	(889)	(44%)
<i>Auxiliary Space Subtotal</i>	<i>766,815</i>	<i>793,502</i>	<i>(26,687)</i>	<i>(3%)</i>	<i>766,815</i>	<i>889,054</i>	<i>(122,239)</i>	<i>(16%)</i>
<b>CAMPUS TOTAL</b>	<b>2,010,755</b>	<b>2,086,102</b>	<b>(75,347)</b>	<b>(4%)</b>	<b>2,055,709</b>	<b>2,349,713</b>	<b>(294,004)</b>	<b>(14%)</b>
<i>Inactive/Conversion Space</i>	<i>22,360</i>				<i>22,360</i>			
<i>Affiliated Organizations</i>	<i>95,545</i>				<i>95,545</i>			

ASF = Assignable Square Feet



### SPACE NEEDS ANALYSIS BY COLLEGE/ADMINISTRATIVE UNIT

The space needs analysis table shown in the previous section summarized the space needs for Arkansas State University by type of space. The analysis was also performed at a college level. The consultant met with the Vice Chancellors, Deans, and Directors to discuss specific needs of the individual Colleges and major Administrative Divisions on campus.

When looking at the analysis by College, it should be remembered that the information presented is at a master plan level, not a detailed program level. The goal of the Master Plan is to provide direction and clarity for future campus development. The analysis, performed at a master plan level, identifies amounts of space by assignable square feet. This analysis has not been performed at a program level which would provide information on the number and types of rooms. The space needs analysis findings should be viewed as tools and information for decision making and planning and not as entitlements for individual colleges or as a defined plan to correct unmet present and future space needs.

The space needs analysis summary table in the previous section showed surpluses and deficits by various functional space categories on a campuswide basis. The application and review of the guidelines in relation to existing space at the College and major Administrative Division level shows the various surpluses and deficits that may exist that are not obvious on a campuswide study. The remainder of this section will concentrate on describing the space needs on an individual College or major Administrative Division level for the base and target year assumptions.

Each of the summary tables for the academic Colleges show a space total with and without classrooms. Although classrooms are scheduled by the Department, courses are not always scheduled in classrooms that are assigned to the Department or College. The normative guidelines generated by the courses do not necessarily match the existing ASF of classroom space assigned to the academic Colleges. Therefore, for a Master Plan, classroom space quantities and configurations are best viewed on a campuswide basis rather than at the College level.

The major Colleges and major Administrative Divisions showing the greatest need for space at the base year are the College of Education and Finance & Administration. At the future year, the College of Education and Finance & Administration continue to have a need for space. The College of Science & Mathematics and Student Affairs also show significant deficits at the future year.

# Space Needs Analysis by College/School or Major Unit

COLLEGE/UNIT	Base Year <i>Student Headcount = 10,129 Staff Headcount = 2,090</i>				Target Year <i>Student Headcount = 11,406 Staff Headcount = 2,260</i>			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic</b>								
College of Agriculture & Technology	32,561	32,988	(427)	(1%)	32,561	43,531	(10,970)	(34%)
College of Business	18,697	19,544	(847)	(5%)	18,697	21,152	(2,455)	(13%)
College of Communications	33,303	38,567	(5,264)	(16%)	33,303	40,733	(7,430)	(22%)
College of Education	116,993	149,577	(32,584)	(28%)	130,763	173,200	(42,437)	(32%)
College of Engineering	22,672	17,867	4,805	21%	22,672	25,521	(2,849)	(13%)
College of Fine Arts	84,683	89,001	(4,318)	(5%)	84,683	96,077	(11,394)	(13%)
College of Humanities & Social Sciences	25,017	28,398	(3,381)	(14%)	38,037	36,898	1,139	3%
College of Nursing & Health Professions	53,056	55,070	(2,014)	(4%)	53,056	61,102	(8,046)	(15%)
College of Sciences & Mathematics	100,114	105,423	(5,309)	(5%)	100,114	157,288	(57,174)	(57%)
Cont. Education & Community Outreach	4,459	4,312	147	3%	4,459	4,380	79	2%
Graduate School	3,064	1,275	1,789	58%	3,064	1,700	1,364	45%
Honors College	2,317	1,418	899	39%	2,317	1,661	656	28%
International Programs	8,303	5,842	2,461	30%	8,303	6,100	2,203	27%
Military Science & Leadership	41,124	41,121	3	0%	41,124	41,561	(437)	(1%)
University College	12,609	13,972	(1,363)	(11%)	12,609	14,499	(1,890)	(15%)
Classroom & Service	143,585	118,527	25,058	17%	161,749	137,800	23,949	15%
<i>Academic Subtotal</i>	<i>702,557</i>	<i>722,902</i>	<i>(20,345)</i>	<i>(3%)</i>	<i>747,511</i>	<i>863,203</i>	<i>(115,692)</i>	<i>(15%)</i>
<b>Administrative</b>								
Academic Affairs & Research/Provost	46,379	54,248	(7,869)	(17%)	46,379	57,925	(11,546)	(25%)
Athletics	44,005	54,264	(10,259)	(23%)	44,005	54,994	(10,989)	(25%)
Chancellor	10,735	9,935	800	7%	10,735	11,345	(610)	(6%)
Finance & Administration	229,149	254,436	(25,287)	(11%)	229,149	262,504	(33,355)	(15%)
Library & Information Resources	123,488	124,592	(1,104)	(1%)	123,488	129,377	(5,889)	(5%)
Student Affairs	848,332	859,201	(10,869)	(1%)	848,332	963,769	(115,437)	(14%)
University Advancement	6,110	6,524	(414)	(7%)	6,110	6,596	(486)	(8%)
<i>Administrative Subtotal</i>	<i>1,308,198</i>	<i>1,363,200</i>	<i>(55,002)</i>	<i>(4%)</i>	<i>1,308,198</i>	<i>1,486,510</i>	<i>(178,312)</i>	<i>(14%)</i>
<b>TOTAL</b>	<b>2,010,755</b>	<b>2,086,102</b>	<b>(75,347)</b>	<b>(4%)</b>	<b>2,055,709</b>	<b>2,349,713</b>	<b>(294,004)</b>	<b>(14%)</b>
<i>Inactive/Conversion Space</i>	<i>22,360</i>				<i>22,360</i>			
<i>Affiliated Organizations</i>	<i>95,545</i>				<i>95,545</i>			

ASF = Assignable Square Feet

### College of Agriculture and Technology

The College of Agriculture and Technology, focused on Agricultural and Technical education as the primary mission, also offers both public outreach and research activities. The College offers undergraduate and master's degrees, as well as interdisciplinary doctoral programs through the Environmental Sciences and Molecular Biosciences programs.

The College of Agriculture and Technology is actively involved in research and anticipates growth in research activity. The growth in research in the College will be important to the University. Some of the faculty involved in research have joint appointments with the University of Arkansas and the Arkansas Biosciences Institute.

The College of Agriculture is located in the Agriculture Building on the central part of campus and farm buildings east of Stadium Drive.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *College of Agriculture & Technology*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	7,230	3,022	4,208	58%	7,230	3,346	3,884	54%
Teaching Laboratories & Service	7,461	4,233	3,228	43%	7,461	4,628	2,833	38%
Open Laboratories & Service	317	301	16	5%	317	319	(2)	(1%)
Research Laboratories & Service	6,417	9,589	(3,172)	(49%)	6,417	19,069	(12,652)	(197%)
Academic Offices & Service	6,380	6,530	(150)	(2%)	6,380	7,135	(755)	(12%)
Other Academic Department Space	11,986	12,335	(349)	(3%)	11,986	12,380	(394)	(3%)
<b>TOTAL</b>	<b>39,791</b>	<b>36,010</b>	<b>3,781</b>	<b>10%</b>	<b>39,791</b>	<b>46,877</b>	<b>(7,086)</b>	<b>(18%)</b>
<i>Total without Classrooms</i>	<i>32,561</i>	<i>32,988</i>	<i>(427)</i>	<i>(1%)</i>	<i>32,561</i>	<i>43,531</i>	<i>(10,970)</i>	<i>(34%)</i>

ASF = Assignable Square Feet

### College of Business

The College of Business is dedicated to providing a world class education to students to prepare them to be successful in the global economy.

The College of Business is located in two buildings: The Delta Center for Economic Development and the Business Building. The Business Building was originally designed as a science building and is outdated. The Delta Center for Economic Development was built to be an incubator, a transition space for business entities. However, the Delta Center building is used both for classes and for training.

The College of Business is planning to build a new building to replace the current Business Building. The College would like to have classrooms in the new building equipped with the technology that would enable the College to capture lectures and for on-line viewing.

The space assigned to affiliated organizations is the second floor of the Delta Center for Economic Development and the Center for Economic Development on Krueger Drive.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *College of Business*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	19,188	12,604	6,584	34%	19,188	13,993	5,195	27%
Teaching Laboratories & Service	1,809	2,408	(599)	(33%)	1,809	2,689	(880)	(49%)
Open Laboratories & Service	1,378	1,308	70	5%	1,378	1,386	(8)	(1%)
Research Laboratories & Service	213	318	(105)	(49%)	213	633	(420)	(197%)
Academic Offices & Service	13,067	13,215	(148)	(1%)	13,067	14,140	(1,073)	(8%)
Other Academic Department Space	2,230	2,295	(65)	(3%)	2,230	2,304	(74)	(3%)
<b>TOTAL</b>	<b>37,885</b>	<b>32,148</b>	<b>5,737</b>	<b>15%</b>	<b>37,885</b>	<b>35,145</b>	<b>2,740</b>	<b>7%</b>
<i>Total without Classrooms</i>	<i>18,697</i>	<i>19,544</i>	<i>(847)</i>	<i>(5%)</i>	<i>18,697</i>	<i>21,152</i>	<i>(2,455)</i>	<i>(13%)</i>
<i>Affiliated Organizations</i>	<i>20,539</i>				<i>20,539</i>			

ASF = Assignable Square Feet

### College of Communications

The College of Communications offers master's programs in mass communications and communication studies as well as undergraduate programs in Communication Studies, Journalism, and Radio-Television, all located in the Education and Communications Building. Courses in these programs are designed to prepare students to succeed in Communications. The College also operates Printing Services which serve the whole University as well as state agencies and other state campuses. Printing Services is located in the Education and Communication building in the central part of the campus. Printing Services might be better located at the edge of campus.

The College of Communications anticipates offering more courses on-line. The College would like to update aging newspaper, radio, and television facilities with a convergent newsroom where print and media activities can interact.

The noise from the trains is a problem for the College programs, as it interferes with media production.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *College of Communications*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	3,322	4,525	(1,203)	(36%)	3,322	5,000	(1,678)	(51%)
Teaching Laboratories & Service	3,022	3,934	(912)	(30%)	3,022	4,273	(1,251)	(41%)
Open Laboratories & Service	479	455	24	5%	479	482	(3)	(1%)
Academic Offices & Service	8,345	10,065	(1,720)	(21%)	8,345	11,095	(2,750)	(33%)
Other Academic Department Space	21,457	24,113	(2,656)	(12%)	21,457	24,883	(3,426)	(16%)
<b>TOTAL</b>	<b>36,625</b>	<b>43,092</b>	<b>(6,467)</b>	<b>(18%)</b>	<b>36,625</b>	<b>45,733</b>	<b>(9,108)</b>	<b>(25%)</b>
<i>Total without Classrooms</i>	<i>33,303</i>	<i>38,567</i>	<i>(5,264)</i>	<i>(16%)</i>	<i>33,303</i>	<i>40,733</i>	<i>(7,430)</i>	<i>(22%)</i>

ASF = Assignable Square Feet

### College of Education

The College of Education educates students to become teachers and serve as K-12 administrators, counselors, and school psychologists. The College also offers degrees in athletic training, exercise science, community college teaching, psychology, rehabilitation counseling, and an Ed.D. in Educational Leadership. The College is active in the outreach programs of Childhood Services, Educational Renewal Zone, and Math and Science initiatives.

The Health, Physical Education, and Sport Sciences programs are located in the Health, Physical Education, and Sport Sciences Building. The Childhood Services programs are located in the Child Care Center and Childhood Services buildings. The Education programs are primarily located in the Education and Communications Building, but some have expanded into Eugene Smith Hall. It would be preferable to have the Education programs located together.

The future year space will increase for the College of Education when it occupies the Army Reserve Building.

The College of Education operates the Child Care Center. There is a need for a second Child Care Center and administrative space for Childhood Services staff.

The Center for Excellence in Education would like to create a research and statistics center.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### College of Education

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	17,315	15,502	1,813	10%	17,315	17,090	225	1%
Teaching Laboratories & Service	5,592	6,908	(1,316)	(24%)	5,592	7,590	(1,998)	(36%)
Open Laboratories & Service	729	692	37	5%	729	733	(4)	(1%)
Research Laboratories & Service	871	1,302	(431)	(49%)	871	2,588	(1,717)	(197%)
Academic Offices & Service	24,316	39,105	(14,789)	(61%)	27,486	42,130	(14,644)	(53%)
Other Academic Department Space	3,948	4,198	(250)	(6%)	14,548	15,160	(612)	(4%)
<i>Academic Space Subtotal</i>	<i>52,771</i>	<i>67,707</i>	<i>(14,936)</i>	<i>(28%)</i>	<i>66,541</i>	<i>85,291</i>	<i>(18,750)</i>	<i>(28%)</i>
<b>Academic Support Space</b>								
Physical Education & Recreation	73,671	81,372	(7,701)	(10%)	73,671	88,999	(15,328)	(21%)
<i>Academic Support Space Subtotal</i>	<i>73,671</i>	<i>81,372</i>	<i>(7,701)</i>	<i>(10%)</i>	<i>73,671</i>	<i>88,999</i>	<i>(15,328)</i>	<i>(21%)</i>
<b>Auxiliary Space</b>								
Child Care Center	7,866	16,000	(8,134)	(103%)	7,866	16,000	(8,134)	(103%)
<i>Auxiliary Space Subtotal</i>	<i>7,866</i>	<i>16,000</i>	<i>(8,134)</i>	<i>(103%)</i>	<i>7,866</i>	<i>16,000</i>	<i>(8,134)</i>	<i>(103%)</i>
<b>TOTAL</b>	<b>134,308</b>	<b>165,079</b>	<b>(30,771)</b>	<b>(23%)</b>	<b>148,078</b>	<b>190,290</b>	<b>(42,212)</b>	<b>(29%)</b>
<i>Total without Classrooms</i>	<i>116,993</i>	<i>149,577</i>	<i>(32,584)</i>	<i>(28%)</i>	<i>130,763</i>	<i>173,200</i>	<i>(42,437)</i>	<i>(32%)</i>

ASF = Assignable Square Feet

### College of Engineering

The College of Engineering is located in the Agriculture Building and Lab Sciences West. The College has a General Engineering program and programs in Civil Engineering, Electrical Engineering, and Mechanical Engineering. The College of Engineering's Civil Engineering, Electrical Engineering, and Mechanical Engineering programs were offered starting in 2008. The College also offers a Masters of Engineering Management program. The Engineering programs emphasize teaching, mentoring, and student learning. Faculty and students in the College are actively involved in research. The College has high expectations for increased levels of research, although the research activities will take time to grow as the Civil Engineering, Electrical Engineering, and Mechanical Engineering programs develop.

Future growth will require office space and research space for additional faculty and graduate students.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *College of Engineering*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	2,869	1,542	1,327	46%	2,869	1,691	1,178	41%
Teaching Laboratories & Service	11,312	5,005	6,307	56%	11,312	5,495	5,817	51%
Open Laboratories & Service	377	358	19	5%	377	379	(2)	(1%)
Research Laboratories & Service	3,443	5,145	(1,702)	(49%)	3,443	10,232	(6,789)	(197%)
Academic Offices & Service	4,713	4,450	263	6%	4,713	6,495	(1,782)	(38%)
Other Academic Department Space	2,827	2,909	(82)	(3%)	2,827	2,920	(93)	(3%)
<b>TOTAL</b>	<b>25,541</b>	<b>19,409</b>	<b>6,132</b>	<b>24%</b>	<b>25,541</b>	<b>27,212</b>	<b>(1,671)</b>	<b>(7%)</b>
<i>Total without Classrooms</i>	<i>22,672</i>	<i>17,867</i>	<i>4,805</i>	<i>21%</i>	<i>22,672</i>	<i>25,521</i>	<i>(2,849)</i>	<i>(13%)</i>

ASF = Assignable Square Feet



### College of Fine Arts

The College of Fine Arts offers programs in Performance, Technical and Studio Training, studies in History and Theory, and certified teacher preparation in Art, Music, and Theatre. The College of Fine Arts presents over 300 visual, performing, and cultural events annually.

The Fowler Center has a concert hall, proscenium theater, black box theater, and art gallery. The Fine Arts Building has a recital hall. Music practice rooms and the band room are located in the Fine Arts Building. The Fine Arts Annex is an old gymnasium building. The lower floor houses ceramics. The upper floor of the Annex houses a high tech studio for graphic design.

The Fine Arts Annex is not an optimal facility. It was suggested to the consultant that if the Annex were demolished and a new Art Building constructed, the Music programs would have space to expand in the Fine Arts Building.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### College of Fine Arts

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	8,196	5,275	2,921	36%	8,196	5,855	2,341	29%
Teaching Laboratories & Service	20,241	24,787	(4,546)	(22%)	20,241	27,126	(6,885)	(34%)
Open Laboratories & Service	5,042	4,785	257	5%	5,042	5,071	(29)	(1%)
Academic Offices & Service	13,390	12,190	1,200	9%	13,390	13,440	(50)	0%
Other Academic Department Space	1,607	1,654	(47)	(3%)	1,607	1,659	(52)	(3%)
<i>Academic Space Subtotal</i>	<i>48,476</i>	<i>48,691</i>	<i>(215)</i>	<i>0%</i>	<i>48,476</i>	<i>53,151</i>	<i>(4,675)</i>	<i>(10%)</i>
<b>Academic Support Space</b>								
Assembly & Exhibit	44,403	45,585	(1,182)	(3%)	44,403	48,781	(4,378)	(10%)
<i>Academic Support Space Subtotal</i>	<i>44,403</i>	<i>45,585</i>	<i>(1,182)</i>	<i>(3%)</i>	<i>44,403</i>	<i>48,781</i>	<i>(4,378)</i>	<i>(10%)</i>
<b>TOTAL</b>	<b>92,879</b>	<b>94,276</b>	<b>(1,397)</b>	<b>(2%)</b>	<b>92,879</b>	<b>101,932</b>	<b>(9,053)</b>	<b>(10%)</b>
<i>Total without Classrooms</i>	<i>84,683</i>	<i>89,001</i>	<i>(4,318)</i>	<i>(5%)</i>	<i>84,683</i>	<i>96,077</i>	<i>(11,394)</i>	<i>(13%)</i>

ASF = Assignable Square Feet

### College of Humanities and Social Sciences

The College of Humanities and Social Sciences consists of the departments of English and Philosophy; Criminology, Sociology, and Geography; Political Science; History; Heritage Studies; and World Languages and Cultures.

The College is primarily housed in Wilson Hall. The University is currently constructing a new Humanities and Social Sciences building. The new building will provide the College with up-to-date technology and additional office space. The new building will also provide the campus with additional classrooms.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### College of Humanities & Social Sciences

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	20,391	26,905	(6,514)	(32%)	20,391	29,731	(9,340)	(46%)
Teaching Laboratories & Service	1,578	2,760	(1,182)	(75%)	4,518	3,052	1,466	32%
Open Laboratories & Service	449	426	23	5%	2,429	2,443	(14)	(1%)
Research Laboratories & Service	0	0	0	n/a	252	749	(497)	(197%)
Academic Offices & Service	21,399	23,575	(2,176)	(10%)	26,647	26,325	322	1%
Other Academic Department Space	1,591	1,637	(46)	(3%)	4,191	4,329	(138)	(3%)
<b>TOTAL</b>	<b>45,408</b>	<b>55,303</b>	<b>(9,895)</b>	<b>(22%)</b>	<b>58,428</b>	<b>66,629</b>	<b>(8,201)</b>	<b>(14%)</b>
<i>Total without Classrooms</i>	<i>25,017</i>	<i>28,398</i>	<i>(3,381)</i>	<i>(14%)</i>	<i>38,037</i>	<i>36,898</i>	<i>1,139</i>	<i>3%</i>

ASF = Assignable Square Feet

### College of Nursing and Health Professions

The College of Nursing and Health Professions currently enrolls over 1,800 students in professional undergraduate and graduate majors. The College of Nursing and Health Professions offers programs during the day, in the evening, on weekends, and through distributed learning technologies.

The Departments within the College include Clinical Laboratory Sciences; Communication Disorders; Medical Imaging and Radiation Sciences; Physical Therapy; Nursing; and Social Work. The College is located in the Reynolds Center for Health Sciences, Eugene Smith Hall, and the Nursing and Health Professions Building.

The College has a need for additional office space. The Other Academic Department Space assigned to the College includes clinic spaces, study spaces, and lounges. The lounges are important to the College to provide the students with study and community spaces.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *College of Nursing & Health Professions*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	19,116	13,199	5,917	31%	19,116	14,620	4,496	24%
Teaching Laboratories & Service	15,312	10,517	4,795	31%	15,312	11,513	3,799	25%
Open Laboratories & Service	4,236	4,020	216	5%	4,236	4,261	(25)	(1%)
Research Laboratories & Service	1,736	2,510	(774)	(45%)	1,736	4,992	(3,256)	(188%)
Academic Offices & Service	18,758	24,630	(5,872)	(31%)	18,758	26,895	(8,137)	(43%)
Other Academic Department Space	13,014	13,393	(379)	(3%)	13,014	13,441	(427)	(3%)
<b>TOTAL</b>	<b>72,172</b>	<b>68,269</b>	<b>3,903</b>	<b>5%</b>	<b>72,172</b>	<b>75,722</b>	<b>(3,550)</b>	<b>(5%)</b>
<i>Total without Classrooms</i>	<i>53,056</i>	<i>55,070</i>	<i>(2,014)</i>	<i>(4%)</i>	<i>53,056</i>	<i>61,102</i>	<i>(8,046)</i>	<i>(15%)</i>

ASF = Assignable Square Feet

### College of Sciences and Mathematics

The College of Sciences and Mathematics consists of the departments of Biological Sciences; Chemistry and Physics; Computer Science; and Mathematics and Statistics as well as the Environmental Sciences and Molecular Sciences Programs.

As Arkansas State University increases its research focus, the College of Sciences and Mathematics will play a large role in the increased research activity. Research is interdisciplinary, with sciences, engineering, and other disciplines collaborating. The increased research activity will have two impacts. The first will be a need for more research space and the other will be a need to reduce the faculty teaching load which the College will respond to by having larger lecture sections for lower division courses. The latter will require larger classrooms and lecture halls.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *College of Sciences & Mathematics*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	19,275	22,692	(3,417)	(18%)	19,275	25,215	(5,940)	(31%)
Teaching Laboratories & Service	38,263	26,829	11,434	30%	38,263	29,727	8,536	22%
Open Laboratories & Service	2,585	2,454	131	5%	2,585	2,600	(15)	(1%)
Research Laboratories & Service	31,556	47,152	(15,596)	(49%)	31,556	93,769	(62,213)	(197%)
Academic Offices & Service	22,989	24,130	(1,141)	(5%)	22,989	26,315	(3,326)	(14%)
Other Academic Department Space	4,721	4,858	(137)	(3%)	4,721	4,877	(156)	(3%)
<b>TOTAL</b>	<b>119,389</b>	<b>128,115</b>	<b>(8,726)</b>	<b>(7%)</b>	<b>119,389</b>	<b>182,503</b>	<b>(63,114)</b>	<b>(53%)</b>
<i>Total without Classrooms</i>	<i>100,114</i>	<i>105,423</i>	<i>(5,309)</i>	<i>(5%)</i>	<i>100,114</i>	<i>157,288</i>	<i>(57,174)</i>	<i>(57%)</i>

ASF = Assignable Square Feet

### University College

University College provides academic services that support student success. It is the mission of University College to promote the academic success of all Arkansas State University undergraduate students by offering services through the Wilson Advising Center, First Year Studies, Learning Support Services, Academic Success Institute, Student Athlete Academic Success Center, and TRIO Programs. The focus of many of the services provided is student retention.

As the student admissions standards are increasing, the need for developmental courses in English will diminish. The need for developmental Mathematics and Mathematics tutoring services will likely remain. The proposed Mathematics curriculum will be restructured. To serve this new curriculum, a multi-functional laboratory like the Virginia Tech Math Emporium would be a benefit. In addition, more spaces for student small group study are needed.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *University College*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	3,978	4,765	(787)	(20%)	3,978	5,294	(1,316)	(33%)
Teaching Laboratories & Service	871	573	298	34%	871	638	233	27%
Open Laboratories & Service	2,787	5,616	(2,829)	(102%)	2,787	5,834	(3,047)	(109%)
Academic Offices & Service	6,839	5,610	1,229	18%	6,839	5,845	994	15%
Other Academic Department Space	2,112	2,173	(61)	(3%)	2,112	2,182	(70)	(3%)
<b>TOTAL</b>	<b>16,587</b>	<b>18,737</b>	<b>(2,150)</b>	<b>(13%)</b>	<b>16,587</b>	<b>19,793</b>	<b>(3,206)</b>	<b>(19%)</b>
<i>Total without Classrooms</i>	<i>12,609</i>	<i>13,972</i>	<i>(1,363)</i>	<i>(11%)</i>	<i>12,609</i>	<i>14,499</i>	<i>(1,890)</i>	<i>(15%)</i>

ASF = Assignable Square Feet

### Graduate School

The Graduate School provides services to graduate student applicants and academic departments. Arkansas State University offers master's programs in over 50 fields, specialists' degrees in 17 fields, doctoral degrees in five fields, and several certificate programs.

Graduate student enrollment has nearly tripled in the last five years. Many of the students in the Graduate School are on-line students, and much of the growth has been in on-line programs.

Research space and graduate student space is assigned to the academic colleges. The space assigned to the Graduate School is office space. Because most of the graduate students apply on-line the Graduate School does not need to be in a visible location, but does need to be near the academic colleges. For that reason the Library is a good location for the Graduate School offices.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *Graduate School*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Academic Offices & Service	3,064	1,275	1,789	58%	3,064	1,700	1,364	45%
<b>TOTAL</b>	<b>3,064</b>	<b>1,275</b>	<b>1,789</b>	<b>58%</b>	<b>3,064</b>	<b>1,700</b>	<b>1,364</b>	<b>45%</b>

ASF = Assignable Square Feet

### Honors College

The Honors College serves students at Arkansas State University who have met the admission criteria. All incoming freshmen who meet the criteria are admitted to the Honors College. Honors classes are small, interactive, and thought provoking. The College also includes the Honors Living-Learning Community.

The Honors space includes office and classroom areas in the Library Building, three living-learning buildings, and a living-learning classroom building. It would be beneficial for the College to be consolidated in one facility.

The Honors College has doubled in enrollment in the last three years. Additional upper division honors courses are being developed. The living-learning facilities have created a sense of community which encourages upper division students to remain in the program.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *Honors College*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	3,211	46	3,165	99%	3,211	50	3,161	98%
Academic Offices & Service	1,721	805	916	53%	1,721	1,045	676	39%
Other Academic Department Space	596	613	(17)	(3%)	596	616	(20)	(3%)
<b>TOTAL</b>	<b>5,528</b>	<b>1,464</b>	<b>4,064</b>	<b>74%</b>	<b>5,528</b>	<b>1,711</b>	<b>3,817</b>	<b>69%</b>
<i>Total without Classrooms</i>	<i>2,317</i>	<i>1,418</i>	<i>899</i>	<i>39%</i>	<i>2,317</i>	<i>1,661</i>	<i>656</i>	<i>28%</i>

ASF = Assignable Square Feet



### Continuing Education and Community Outreach

Continuing Education and Community Outreach is located on campus but also offers programs at five degree centers and two instructional sites. The degree centers at ASU Beebe, ASU Mountain Home, Mid South Community College, East Arkansas Community College, and Arkansas Northeast Community College offer two year degrees from the community colleges with Arkansas State University providing courses for completion of the four-year degree and some Masters programs.

Community Outreach programs offer non-credit classes to community participants. Some of the classes are offered on campus, while others are offered at locations around the community, such as courses for seniors offered in assisted living centers. Continuing Education and Community Outreach is located in Eugene Smith Hall. The consultant was told it would be preferable for the programs to be located at the edge of campus.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *Continuing Education & Community Outreach*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	4,083	0	4,083	100%	4,083	0	4,083	100%
Open Laboratories & Service	1,208	1,147	61	5%	1,208	1,215	(7)	(1%)
Academic Offices & Service	3,251	3,165	86	3%	3,251	3,165	86	3%
<b>TOTAL</b>	<b>8,542</b>	<b>4,312</b>	<b>4,230</b>	<b>50%</b>	<b>8,542</b>	<b>4,380</b>	<b>4,162</b>	<b>49%</b>
<i>Total without Classrooms</i>	<i>4,459</i>	<i>4,312</i>	<i>147</i>	<i>3%</i>	<i>4,459</i>	<i>4,380</i>	<i>79</i>	<i>2%</i>

ASF = Assignable Square Feet

### International Programs

The Office of International Programs serves international students and faculty on the Arkansas State University campus. In addition, the Office of International Programs coordinates opportunities for domestic students and faculty to pursue their academic interests abroad through exchanges and study abroad programs.

Many of the best higher education institutions in the nation have a high percentage of international students. Arkansas State University has actively recruited, and expects to continue to recruit, international students. It is anticipated that the number of international students on campus, including those enrolled in English as a Second Language, will grow significantly.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *International Programs*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	11,105	7,976	3,129	28%	11,105	15,402	(4,297)	(39%)
Open Laboratories & Service	1,277	1,212	65	5%	1,277	1,285	(8)	(1%)
Academic Offices & Service	6,803	4,400	2,403	35%	6,803	4,585	2,218	33%
Other Academic Department Space	223	230	(7)	(3%)	223	230	(7)	(3%)
<b>TOTAL</b>	<b>19,408</b>	<b>13,818</b>	<b>5,590</b>	<b>29%</b>	<b>19,408</b>	<b>21,502</b>	<b>(2,094)</b>	<b>(11%)</b>
<i>Total without Classrooms</i>	<i>8,303</i>	<i>5,842</i>	<i>2,461</i>	<i>30%</i>	<i>8,303</i>	<i>6,100</i>	<i>2,203</i>	<i>27%</i>

ASF = Assignable Square Feet

### Military Science and Leadership

The Arkansas State University Military Science Program offers training and classes for the Army ROTC. The focus of the Military Science Program is to educate students to become leaders. The voluntary program recruits and trains students who wish to become commissioned officers. The mission of the program is "To commission the future officer leadership of the United States Army and motivate young people to be better citizens."

The Program is located in the Armory on the west side of campus. Classes are offered in leadership, rappelling, marksmanship, and military history. The curriculum provides students the opportunity to serve in any branch of the U.S. Army.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *Military Science & Leadership*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	2,175	474	1,701	78%	2,175	513	1,662	76%
Open Laboratories & Service	576	547	29	5%	576	579	(3)	(1%)
Academic Offices & Service	6,995	6,045	950	14%	6,995	6,325	670	10%
Other Academic Department Space	33,553	34,529	(976)	(3%)	33,553	34,657	(1,104)	(3%)
<b>TOTAL</b>	<b>43,299</b>	<b>41,595</b>	<b>1,704</b>	<b>4%</b>	<b>43,299</b>	<b>42,074</b>	<b>1,225</b>	<b>3%</b>
<i>Total without Classrooms</i>	<i>41,124</i>	<i>41,121</i>	<i>3</i>	<i>0%</i>	<i>41,124</i>	<i>41,561</i>	<i>(437)</i>	<i>(1%)</i>

ASF = Assignable Square Feet

### Library and Information Resources

The Dean B. Ellis Library is an eight story building on campus that functions as an educational center for the University community. The library collection includes most subject fields, but emphasizes education, history, fine arts, general reference, law and American and English literature. The library also provides access to journal and magazine articles through online databases.

The paper journals collection is shrinking as more journals are published and distributed on-line. The book collection is still growing. Particularly in the Humanities and Social Sciences, print is still the dominant format. The Library is reaching shelf capacity for print collections.

The Library Building itself houses not only the Library but several other entities including Honors, Graduate School, the Museum, and Heritage Studies. The use of the building by other programs reduces the amount of space available for Library functions. On the other hand, students go through the Library to get to the other programs located in the Library Building which encourages use of the Library and the image of the Library as a central place to be on campus. The Library is a comfortable, inviting place for students.

At the time the Library was built, the sixth and seventh floors of the building were left unfinished. While the seventh floor of the building was finished, the sixth floor of the building remains unfinished and is classified as inactive/conversion space for this analysis.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *Library & Information Resources*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Support Space</b>								
Library	123,488	124,592	(1,104)	(1%)	123,488	129,377	(5,889)	(5%)
<b>TOTAL</b>	<b>123,488</b>	<b>124,592</b>	<b>(1,104)</b>	<b>(1%)</b>	<b>123,488</b>	<b>129,377</b>	<b>(5,889)</b>	<b>(5%)</b>
<i>Inactive/Conversion Space</i>	<i>11,275</i>				<i>11,275</i>			

ASF = Assignable Square Feet

### Athletics

Athletics at Arkansas State University has Division I-A membership in the National Collegiate Athletic Association (NCAA). The teams participate in the Sun Belt Conference. The intercollegiate sports offered include women's soccer, men and women's cross country and track, women's volleyball, men and women's basketball, men's baseball, women's tennis, men's football, women's bowling, and men and women's golf.

During meetings on campus, several space needs and goals were discussed. The Athletics priority for football facilities is to renovate the press box and add suites to the stadium. The consultant was told there is also a need for larger locker rooms for visiting teams, more area for concessions, more office space, and additional restrooms.

The consultant was also told there is a need for an Athletics practice facility that includes an indoor track with a football field in the middle. If Athletics had a practice facility, more public events could be scheduled in the Convocation Center.

An addition to the Convocation Center with a Heritage Hall and an attractive entrance would be an asset. Basketball, volleyball, and indoor track teams use the Convocation Center. Soccer practices are held in the Convocation Center in bad weather.

During meetings on campus, the Athletics staff stated there is a need for lockers, a training room, and indoor cages for baseball. The soccer team could use more office space and a training room. Golf teams are looking into a practice facility with an indoor hitting area, locker rooms, coach's office, and meeting space.

It should be noted that the space needs analysis performed for this report incorporates indoor space only and does not include the needs for outdoor athletic facilities.

## Space Needs Analysis

### Arkansas State University • Jonesboro

#### *Athletics*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Support Space</b>								
Administrative Offices & Service	13,069	14,015	(946)	(7%)	13,069	14,745	(1,676)	(13%)
Athletics	30,936	40,249	(9,313)	(30%)	30,936	40,249	(9,313)	(30%)
<b>TOTAL</b>	<b>44,005</b>	<b>54,264</b>	<b>(10,259)</b>	<b>(23%)</b>	<b>44,005</b>	<b>54,994</b>	<b>(10,989)</b>	<b>(25%)</b>

ASF = Assignable Square Feet

### Chancellor

The Office of the Chancellor of Arkansas State University is located on the second floor the Administration Building.

The other administrative space assigned to the Office of the Chancellor includes the Chancellor's residence. The affiliated organizations space is the ASU Foundation Judd Hill Center.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### Chancellor

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Support Space</b>								
Administrative Offices & Service	4,121	3,720	401	10%	4,121	3,720	401	10%
Other Administrative Department Space	6,614	6,215	399	6%	6,614	7,625	(1,011)	(15%)
<b>TOTAL</b>	<b>10,735</b>	<b>9,935</b>	<b>800</b>	<b>7%</b>	<b>10,735</b>	<b>11,345</b>	<b>(610)</b>	<b>(6%)</b>
<i>Affiliated Organizations</i>	<i>3,754</i>				<i>3,754</i>			

ASF = Assignable Square Feet

### Academic Affairs and Research

Administrative units that report to the Provost/Executive Vice Chancellor for Academic Affairs and Research are located in several buildings on campus. The Office of the Provost is in the Administration Building.

The Academic Affairs include the Academic Services; Research and Technology Transfer; Institutional Research, Planning, and Assessment; Registrar; Interactive Teaching and Technology Center; Arkansas Heritage Sites; and the Museum.

The research function at the campus has evolved. Arkansas State University was a Masters' Degree granting institution for many years. As a result of the tobacco settlement money, the state invested in research and the Arkansas Biosciences Institute was developed. Arkansas State University was part of this research focus and its mission changed to that of a research institution. The campus is still involved in the transition to become more research intensive. The goal is to grow both the research-active faculty and physical infrastructure for research on campus.

The affiliated organizations space shown at the bottom of the table below is the Arkansas Biosciences Institute.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### Academic Affairs & Research/Provost

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Space</b>								
Classroom & Service	2,131	0	2,131	100%	20,295	0	20,295	100%
<b>Academic Support Space</b>								
Administrative Offices & Service	8,764	15,785	(7,021)	(80%)	8,764	16,505	(7,741)	(88%)
Assembly & Exhibit	35,854	36,808	(954)	(3%)	35,854	39,390	(3,536)	(10%)
Other Administrative Department Space	1,761	1,655	106	6%	1,761	2,030	(269)	(15%)
<i>Academic Support Space Subtotal</i>	<i>46,379</i>	<i>54,248</i>	<i>(7,869)</i>	<i>(17%)</i>	<i>46,379</i>	<i>57,925</i>	<i>(11,546)</i>	<i>(25%)</i>
<b>TOTAL</b>	<b>48,510</b>	<b>54,248</b>	<b>(5,738)</b>	<b>(12%)</b>	<b>66,674</b>	<b>57,925</b>	<b>8,749</b>	<b>13%</b>
<i>Total without Classrooms</i>	<i>46,379</i>	<i>54,248</i>	<i>(7,869)</i>	<i>(17%)</i>	<i>46,379</i>	<i>57,925</i>	<i>(11,546)</i>	<i>(25%)</i>
<i>Affiliated Organizations</i>	<i>58,844</i>				<i>58,844</i>			

ASF = Assignable Square Feet



### Finance and Administration

The major divisions that report to the Vice Chancellor for Finance and Administration include Finance, Facilities Management, Administration, Budget Operations, and Information and Technology Services.

The departments in Finance and Administration are located in several buildings across the campus. Many of the departments within Finance and Administration are located in the Administration Building or Administration Annex located in the central part of the campus. As these departments grow, they will require more space which could be provided in an administrative services building that is not located in the central academic part of the campus.

Information and Technology Services are located in the Information and Technology Services Building. ITS supports on-line classes and web-assisted classes. ITS has a technical training center for faculty but not one for students. ITS would like to create a "genius center": a technology commons with a laboratory, retail operation, and student support area. As research on campus has grown, it has impacted the space needed in the machine room.

Physical Plant space includes warehouse, shops, and housekeeping facilities. The warehouse needs have been reduced in recent years as transportation from Memphis has improved so that supplies and materials can be delivered from Memphis and the campus doesn't need to store as much. The campus employs a large number of tradespeople and provides many services to the campus from in-house resources.

The inactive/conversion space shown in the table is the Ellis House and Wilson Hall auditorium. The University plans to renovate Wilson Hall auditorium into a large lecture hall.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### Finance & Administration

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Support Space</b>								
Administrative Offices & Service	54,837	45,530	9,307	17%	54,837	47,795	7,042	13%
Athletics	103,572	134,751	(31,179)	(30%)	103,572	134,751	(31,179)	(30%)
Assembly & Exhibit	10,497	10,776	(279)	(3%)	10,497	11,532	(1,035)	(10%)
Physical Plant	42,302	42,698	(396)	(1%)	42,302	46,085	(3,783)	(9%)
Other Administrative Department Space	17,941	20,681	(2,740)	(15%)	17,941	22,341	(4,400)	(25%)
<b>TOTAL</b>	<b>229,149</b>	<b>254,436</b>	<b>(25,287)</b>	<b>(11%)</b>	<b>229,149</b>	<b>262,504</b>	<b>(33,355)</b>	<b>(15%)</b>
<i>Inactive/Conversion Space</i>	<i>11,085</i>				<i>11,085</i>			

ASF = Assignable Square Feet

### Student Affairs

Units under the leadership of the Vice Chancellor for Student Affairs include Admissions, Counseling and Career Planning Services, Disability Services, Enrollment Services, Financial Aid and Scholarships, Student Leadership Center, Parking Services, Residence Life, Dining Services, Student Conduct, Student Health Center, Campus Recreation, Student Union, Testing Services, and University Police Department.

Residence Life is planning to add student beds on campus to accommodate sororities, additional students in the Honors Living-Learning programs, and student family housing. A second phase of Residence Life construction would demolish some aging family housing and construct housing for first year students. The additional residential units will require an addition to campus dining facilities. Currently, the only residential dining facility on campus is in the Reng Student Union.

The Reng Student Union is the location for both the student center and student services. Career Planning Services, Disability Services, Enrollment Services, Financial Aid and Scholarships are all located in the Reng Student Union. Most clubs and student life programs are hosted in the Reng Student Union. Meetings rooms are at capacity on weekday evenings. Space in the dining hall is tight. The Student Union also houses the Bookstore and Post Office.

The Student Health Center is a clinic staffed by nurse practitioners and a nurse. The clinic would like to expand and add a doctor. It is co-located with a medical office.

The Red Wolf Center is heavily used. Campus Recreation has outdoor intramural space. Some of the outdoor spaces have drainage issues.

The University Police facilities may need to be increased if the force is expanded. The current force is not as large as it needs to be to serve the campus.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### Student Affairs

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Support Space</b>								
Administrative Offices & Service	32,535	30,410	2,125	7%	32,535	32,830	(295)	(1%)
Physical Education & Recreation	50,348	45,181	5,167	10%	50,348	50,392	(44)	0%
Other Administrative Department Space	6,500	6,108	392	6%	6,500	7,493	(993)	(15%)
<i>Academic Support Space Subtotal</i>	<i>89,383</i>	<i>81,699</i>	<i>7,684</i>	<i>9%</i>	<i>89,383</i>	<i>90,715</i>	<i>(1,332)</i>	<i>(1%)</i>
<b>Auxiliary Space</b>								
Student Center	93,813	91,162	2,651	3%	93,813	102,654	(8,841)	(9%)
Residence Life	663,100	683,775	(20,675)	(3%)	663,100	767,475	(104,375)	(16%)
Health Care Facilities	2,036	2,565	(529)	(26%)	2,036	2,925	(889)	(44%)
<i>Auxiliary Space Subtotal</i>	<i>758,949</i>	<i>777,502</i>	<i>(18,553)</i>	<i>(2%)</i>	<i>758,949</i>	<i>873,054</i>	<i>(114,105)</i>	<i>(15%)</i>
<b>TOTAL</b>	<b>848,332</b>	<b>859,201</b>	<b>(10,869)</b>	<b>(1%)</b>	<b>848,332</b>	<b>963,769</b>	<b>(115,437)</b>	<b>(14%)</b>

ASF = Assignable Square Feet

### University Advancement

Advancement Services, Alumni Relations, Communications, and Development are under the leadership of the Vice Chancellor for University Advancement.

The main offices of University Advancement are located in the Administration Building. Office space in the Administration Building appears to be sufficient.

The affiliated organizations space under University Advancement is the Cooper Alumni Center.

### Space Needs Analysis

#### Arkansas State University • Jonesboro

##### *University Advancement*

SPACE CATEGORY	Base Year				Target Year			
	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Existing ASF	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
<b>Academic Support Space</b>								
Administrative Offices & Service	5,771	6,205	(434)	(8%)	5,771	6,205	(434)	(8%)
Other Administrative Department Space	339	319	20	6%	339	391	(52)	(15%)
<b>TOTAL</b>	<b>6,110</b>	<b>6,524</b>	<b>(414)</b>	<b>(7%)</b>	<b>6,110</b>	<b>6,596</b>	<b>(486)</b>	<b>(8%)</b>
<i>Affiliated Organizations</i>	<i>12,408</i>				<i>12,408</i>			

ASF = Assignable Square Feet

### **Inactive/Conversion and Affiliated Organization Space**

At the base and future years, the space category that has been labeled inactive/conversion space includes the auditorium in Wilson Hall, Ellis House, and the sixth floor of the Library. The auditorium in Wilson Hall will be renovated into a large lecture hall. The Ellis House used to be the location of the System offices. The sixth floor of the Library was not finished when the building was constructed.

The category labeled affiliated organizations includes the Arkansas Biosciences Institute; Judd Hill Center, which is home to the ASU Foundation; Delta Center for Economic Development; the Center for Economic Development on Krueger Drive; and Cooper Alumni Center.

The inactive/conversion space and the affiliated organizations spaces have been shown at the bottom of the space needs analysis table but not calculated in the overall space needs analysis.



# SPACE NEEDS GUIDELINE APPLICATION

Paulien & Associates was provided with enrollment, course, facilities, and staffing data from Fall 2011. The facilities inventory provided building assignable square footage, and room use on a room-by-room basis. The course data contained the course number and description, student enrollments, start and stop times, and meeting locations. The staffing data contained headcount by major employee category on a departmental basis. The data provided a snapshot of the activities for the Fall 2011 semester which is used as the base year for the space needs analysis.

## Guideline Assumptions and Application

This section describes the space guidelines used to create the space needs analysis by functional space category. To perform the scope of this analysis, Paulien & Associates used experience with multiple state guidelines and space standards established in previous work for similar institutions. The guideline selected for each space category was the one deemed most appropriate for Arkansas State University.

The operating assumption in applying these guidelines was to provide Arkansas State University with enough space to conduct its current and future activities. The sections below describe the guidelines applied to each space category in conducting the space needs analysis.

### ***Classroom & Classroom Service***

Classrooms are defined as any room generally used for scheduled instruction requiring no special equipment and referred to as a "general purpose" classroom, seminar room, or lecture hall. Classroom service space directly supports one or more classrooms as an extension of the classroom activities, providing media space, preparation areas, or storage. The classroom station size is considered to include the podium and the classroom service area space.

Classroom space requirements are determined by a formula that uses the hours per week of use, the ASF per student station, and the percentage of student station occupancy to generate guideline space needs.

The classroom utilization analysis showed that Arkansas State University schedules its classrooms an average of 24 hours per week which is below the range that the consultant would expect to see. The consultant would expect to see classroom utilization between 30 and 35 hours per week of use. For this analysis, the consultant applied 30 hours per week, the low end of the expected percentage. This guideline assumes the University will improve utilization in the future.

Modern classrooms that have good sight lines, sufficient classroom technology, and can accommodate flexible seating arrangements usually average between 20 and 25 ASF per student station. Because most campuses have both old and modern classrooms, the consultant has found the average size of the student stations in classrooms to be around 20 to 22 ASF. For master planning purposes the consultant often uses 22 ASF per student station. This provides enough space for flexibility and a variety of seating arrangements in classrooms. The average student station size in Arkansas State University classrooms is 21 ASF per student station, which is in the middle of the expected range. The consultant applied 22 ASF per student station for classrooms and 25 ASF per student station for seminar rooms for this analysis of classroom space needs.

### CLASSROOM GUIDELINE APPLIED

#### TARGET UTILIZATION

30 HOURS PER WEEK

AVERAGE STUDENT STATION OCCUPANCY – 65%  
SPACE PER STUDENT STATION – 22 ASF FOR CLASSROOMS  
AND 25 ASF FOR SEMINAR ROOMS

#### ACTUAL UTILIZATION

24 HOURS PER WEEK

AVERAGE STUDENT STATION OCCUPANCY – 68%  
AVERAGE SPACE PER STUDENT STATION – 21 ASF

The percentage of seats filled in classrooms is the final factor used in calculating the classroom space needs. The consultant has found the average at public institutions to be in the range of 65% to 70% of seats filled when in use. The average percentage of seats filled at Arkansas State University is 68%, in the middle of the expected range. For this analysis the consultant applied the low end of the expected range, 65% of seats filled.

Classroom space requirements are determined by a formula that takes the target utilization of 30 hours per week, multiplies it by the target student station occupancy of 65% and divides the result into the target 22 square feet per student station. This calculation produces a guideline factor of 1.128 ASF per weekly student contact hour (WSCH) for courses. Assignable square feet per weekly student contact hour (ASF/WSCH) is calculated as follows:

#### Guideline per Weekly Student Contact Hour (WSCH):

$$\frac{22 \text{ ASF/STATION}}{30 \text{ WEEKLY ROOM HOURS} \times 65\% \text{ STUDENT STATION OCCUPANCY}} = 1.128 \text{ ASF/WSCH}$$

As further explanation, the total number of weekly contact hours for a course section is obtained by multiplying the enrollment of the course section by the number of meeting hours in one week. For example a history course with 20 students enrolled which meets three times a week for one hour produces 60 weekly student contact hours (WSCH). Multiplying the 60 weekly student contact hours by the classroom guideline of 1.128 generates a need for 68 ASF of classroom space.

### EXAMPLE OF CLASSROOM GUIDELINE APPLICATION

#### Step 1 • Calculate Weekly Student Contact Hours for Lecture Section

Enrollment (20) X Weekly Room Hours (3) = Weekly Student Contact Hours (60)

#### Step 2 • Calculate Classroom Guideline

$$\frac{22 \text{ ASF/Station}}{30 \text{ Weekly Room Hours} \times 65\% \text{ Student Station Occupancy}} = 1.128 \text{ ASF/WSCH}$$

#### Step 3 • Calculate Guideline Square Footage

Weekly Student Contact Hours (60) X ASF/WSCH (1.128) = Guideline Square Footage (68 ASF)

The classroom guideline application for Arkansas State University, using 30 weekly room hours, 22 ASF per student station, and 65% student station occupancy, generated a surplus of approximately 25,000 ASF for Fall 2011. The classroom surplus at the base year is 17% of the existing classroom space. As enrollments increase and as additional classrooms in the new Humanities and Social Sciences building come online, the surplus the target year decreases to 24,000 ASF which is 15% of future existing space.



### ***Teaching Laboratories & Service***

Teaching laboratories are defined as rooms used primarily by regularly scheduled classes that require special purpose equipment or special space configuration to serve the needs of particular disciplines for group instruction, participation, observation, experimentation, or practice. Under this definition teaching laboratories are not limited to science laboratories but include other instructional spaces such as art studios or band rooms.

For the space needs analysis for teaching laboratories, the consultant applied guidelines in a similar manner to those applied for classrooms.

The scheduled weekly room hour average for teaching laboratories is generally found to be less than scheduled use of classrooms due to the need for preparation time of specialized equipment prior to class and for the need for laboratory use for student projects and study during unscheduled hours. Conversely, the student station occupancy is normally higher as the size of each student station is larger and to make efficient use of specialized and often expensive equipment.

The utilization factor of 20 weekly room hours was applied. Station sizes in teaching laboratories vary by discipline and can range from 30 ASF per station to 100 ASF or more per station. For this analysis station sizes used ranged from 30 ASF to 150 ASF per station for different intensity of disciplines. This calculation produces a guideline factor that is multiplied by the weekly student contact hour (WSCH) for laboratory courses to generate teaching laboratory space needed.

As with classroom space requirements, teaching laboratory space requirements are determined by a formula that takes the target utilization of 20 hours per week, multiplies it by the target student station occupancy of 80% and divides the result into the applicable target square feet per student station (30 ASF to 150 ASF).

Applying the guidelines for Fall 2011, Arkansas State University showed teaching laboratory space to have a surplus of 17,500 ASF. At the future year, after taking into consideration enrollment growth, the teaching laboratory category findings show a surplus of nearly 11,700 ASF.

<b>TEACHING LABORATORY GUIDELINE APPLIED</b>	
<b>TARGET UTILIZATION</b>	
20 HOURS PER WEEK	
AVERAGE STUDENT STATION OCCUPANCY – 80%	
SPACE PER STUDENT STATION – VARIES BY INTENSITY	
<b>ACTUAL UTILIZATION</b>	
21 HOURS PER WEEK	
AVERAGE STUDENT STATION OCCUPANCY – 74%	
AVERAGE SPACE PER STUDENT STATION – 54 ASF	

### ***Open Laboratories & Service***

Spaces classified as Open Laboratories include rooms that are open for student use and are not used on a regularly scheduled basis. These rooms may provide equipment to serve the needs of particular disciplines for group instruction in informally or irregularly scheduled classes. Alternatively, these rooms are used for individual student experimentation, observation, or practice in a particular field of study. The size of these rooms is based on equipment size, the station size, and student count desired, and therefore should be determined on an individual basis. Types of rooms included in this category include computer laboratories, language laboratories, music practice rooms, and tutorial and testing facilities.

Open laboratories are not specifically addressed by most guideline systems. In recent benchmarking and consulting work, the consultant found between three and eight ASF per student FTE allocated for space in this category is sufficient.

Taking into consideration the existing space in this category and the needs expressed during meetings on campus, the consultant applied three ASF per FTE for open laboratory space. This guideline is within the benchmarked range. Applying a guideline based on the student population results in a need for space in this category at the future year when enrollment increases.

**OPEN LABORATORY  
GUIDELINE APPLIED**

3 ASF PER FTE

The guideline produced a deficit of 1,900 ASF of open laboratory and service space in the base year and a deficit of 3,200 ASF of open laboratory and service space in the future year.

### ***Research Laboratories & Service***

Research laboratories are rooms used for unscheduled laboratory experimentation or training in research methods and observation. The research may be conducted by either faculty or students for both funded and non-funded research, including capstone courses, and senior projects. This room type does not have utilization expectations.

There are different approaches that could be used at the master planning level to calculate research space needs using space factors based on research expenditures, research team, or individual researcher. The computation of research space is a complex issue, especially for a University that is in transition toward more research activity.

**RESEARCH LABORATORY  
GUIDELINE APPLIED**

700 ASF PER \$100,000 EXPENDITURES

The consultant calculated the need for research space at Arkansas State University using space factors based on research expenditures. The consultant was provided with information on research expenditures by College and Department. The target year analysis assumed the research guideline applied is 700 ASF per \$100,000 of research expenditures.

The findings based on these guidelines showed a deficit of 21,800 ASF of research space at the base year. At the future year, findings show a deficit of 87,500 ASF when research activity doubles.

### ***Academic and Administrative Office Space***

The guideline application for office space needs is usually based upon the number of staff and the additional application of space amounts for office service and conference space needs. Arkansas State University provided staffing information with individual job title and department. The consultant then organized staff into major categories for use in applying the office guidelines.

The Academic Offices & Service category includes offices assigned to the academic colleges and schools. The Administrative Offices & Service category includes offices on campus assigned to administrative units. The same office guidelines were applied for academic and administrative offices.

The average office size on campus is 153 ASF. The average office size for faculty offices is slightly lower than the overall average.

For this analysis, the consultant applied 140 ASF as the office size for faculty and professional staff. The 140 ASF closely matches the average office size on campus. Using the average office size as the guideline amount for offices calculates a realistic amount of space needed for offices at a master plan level analysis.

The table illustrates the guidelines applied for major categories of employees.

Application of the guideline shows academic office space to have a deficit of 20,500 ASF at the base year. In the future year, with increased faculty and staff as a result of increased enrollment, academic office space shows a deficit of nearly 32,000 ASF.

Office space analysis shows administrative offices to have a 5% surplus in the base year and be essentially at balance in the future year.

Detailed application of office space guidelines by college and major administrative unit can be found in Appendix D.

### Office Guidelines

Staffing Type	Office ASF	Conference ASF	Service ASF
Chancellor	350	450	30
Dean	250	50	30
Vice Chancellor	250	50	30
Provost	250	50	30
Assoc/Asst Dean	180	50	30
Assoc/Asst Vice Chancellor	180	50	30
Director	180	50	30
Chair	160	50	30
Assoc/Asst Director	160	50	30
Faculty	140	15	30
Faculty (Studio)	180	15	30
Research Faculty	140	15	30
Instructor	140	15	30
Part Time Faculty	70	15	30
Professional	140	15	30
Technical/Paraprofessional	120	15	30
Secretarial & Clerical	120	15	30
Research Assoc/Asst	70	15	0
Graduate Assistant	35	15	0
Student Worker	35	0	0
Hourly Worker	35	0	0
Police Officer	35	0	0

### Library Space

The consultant was provided with information on library collections in the library. An estimate of anticipated collection growth was also provided.

Most of the guideline systems for library space utilize one set of factors for collections, another for study stations, and a third for service space. These factors were used in this analysis. As with most library guideline systems, office space for library personnel is included in the service space factor.

To calculate space for collections, a range from 0.08 ASF per volume to 0.02 ASF per volume was used to calculate space for collections. The 0.02 ASF per volume assumes part of the collection will be stored in compact storage shelves. Space for study stations was calculated using 15% of undergraduate students, 5% of the graduate students, and 5% of faculty. Study space is then calculated at 25 ASF per study station.

Typical guidelines state that a portion of the total collection and all study space are allocated for processing space. This includes not only processing space but also office space for library personnel. The service space guideline applied here is 10%.

## Library

### Library Collections

	Current Items	Conversion Factor	Base Year Volumes	Volume Growth	Target Year Volumes
Volumes (Books/Serials)	1,296,020	1.00	1,296,020	3.20%	1,337,493
Manuscripts & Archives	26,780	1.00	26,780	3.20%	27,637
Gov't Documents (Volu	534,172	1.00	534,172	0.00%	534,172
Unbound Serials (Displ	1,000	0.50	2,000	0.00%	2,000
Microforms	589,405	80.00	7,368	0.00%	7,368
Audio/Visual Materials	28,372	5.00	5,674	3.20%	5,856
<b>Total Volume Equivalents</b>			<b>1,872,014</b>		<b>1,914,525</b>

## Library Guideline Application and Analysis

						BASE YEAR Guideline ASF	TARGET YEAR Guideline ASF
No. of Volume Equivalents							
Collection Space	0 - 150,000	150,001 - 300,000	300,001 - 1,100,000	1,100,001 - 2,000,000	2,000,001 and above		
ASF per Volume	0.08	0.07	0.06	0.02	0.02		
Base Year Collection Space	12,000	10,500	48,000	15,440	0		
Target Year Collection Space	12,000	10,500	48,000	16,291	0		
Total Collection Space						85,940	86,791
Study Space	Percent of FTE	Base Year FTE	Base Year Stations	Target Year FTE	Target Year		
Undergraduate Students	15%	6,757	1,014	7,576	1,136		
Graduate Students	5%	1,016	51	1,286	64		
Faculty (FTE)	5%	566	28	643	32		
Total Study Stations	100% @ 25 ASF/Station		1,093		1,233		
Total Study Space						27,325	30,825
TOTAL COLLECTION & STUDY SPACE						113,265	117,616
Service Space (10.0% of Total Collection and Study Space)						11,327	11,762
TOTAL LIBRARY GUIDELINE SPACE						124,592	129,377
Existing Space						123,488	123,488
SURPLUS / (DEFICIT)						(1,104)	(5,889)

**Physical Education, Recreation, and Athletics**

These categories of space include gymnasias, indoor courts, wrestling rooms, weight or exercise rooms, dance rooms, aerobics and fitness rooms, indoor swimming pools, indoor ice rinks, indoor tracks, indoor stadium fields, and field houses that are used for physical activities including intercollegiate sports, intramural sports, or general student use. Service areas include storage rooms, closets, equipment issue rooms, first aid, locker rooms, shower rooms, team rooms, ticket booths, concessions, and other space related to the support of athletics, physical education, and recreation facilities.

At many institutions the types of facilities for physical education, recreation, and athletics activities are similar, and some institutions share all or part of these spaces. At some institutions the athletics space may be separate from physical education and/or recreation spaces. At Arkansas State University, to a large extent recreation spaces are separate from Physical Education and Athletics.

Traditionally, the space standards used to generate this type of space cover physical education and recreation but not athletics. The need for athletic space is determined by each University based on the number, type, and level of competitive sports played. For purposes of this analysis, athletics spaces are separated from physical education and recreation spaces. Space needs calculated in this report are for indoor space only and do not include the needs for outdoor facilities and playing fields.

For **Physical Education and Recreation**, the guideline applied calculates 12.1 ASF for all of the undergraduate students, 25% of graduate students, and 15% of non-student staff. This guideline calculates recreation spaces. Because physical education spaces are used for scheduled courses, a guideline additional amount of space was applied using calculations similar to those used for classroom and teaching laboratory space calculations. The guideline application shows a deficit of 2,500 ASF for physical education and recreation space at the base year. At the future year, after taking into consideration the increased enrollment, findings show a deficit of 15,000 ASF.

**PHYSICAL EDUCATION AND  
RECREATION SPACE  
GUIDELINE APPLIED**

12.1 ASF APPLIED TO  
100% OF UNDERGRADUATE HEADCOUNT  
25% OF GRADUATE STUDENTS  
15% OF NON-STUDENT STAFF

For **Athletics** spaces, guidelines include sufficient space for athletics venues such as gymnasiums and pools, support spaces, and athletics staff offices.

For this analysis a guideline of 175,000 ASF was used at the base year and at the future year. These numbers are within the range that the consultant has applied previously for other institutions with a similar numbers and level of competitive sports.

**ATHLETICS SPACE  
GUIDELINE APPLIED**

175,000 ASF

The guideline application results in athletics space showing a deficit of 40,000 ASF at the base year and at the future year.

**Assembly & Exhibit Space**

Assembly & Exhibit Space is defined as any room designed and equipped for the assembly of groups of people for events such as concerts, plays, or lectures. This category includes theaters, auditoria, and concert halls. Exhibit spaces such as museums and galleries are used for exhibition of materials, works of art, or artifacts intended for general use by students and the public. Many institutions exhibit works of art in lobbies and corridors which technically should not be classified as assignable square footage.

At Arkansas State University, those spaces categorized as assembly and exhibit space include theater and gallery spaces in the Fowler Center for Performing Arts and Fine Arts Building, museum spaces in the Museum and Pfeiffer-Jane House, and assembly and meeting spaces in the Convocation Center.

Recommendations for assembly & exhibit space guidelines included a core amount of space supplemented by the student FTE and additional space for an active music program. For this analysis the consultant applied 22,400 ASF for the basic core in this space category with 5,000 ASF as an allowance for an active music program. An additional six ASF per student FTE above 5,000 FTE was also calculated.

An additional amount of space was added to the guideline equal to the space in the concert hall in the Fowler Center and the Museum. These spaces are community resources and are beyond the guidelines normally applied to academic enterprises.

The guideline application showed a deficit of assembly and exhibit space at both the base and target years.

### ***Other Academic Department Space***

The space classified as Other Academic Department Space includes all other space assigned to a department that has not been included in the classifications of classrooms, teaching laboratories, open laboratories, research, or offices. These areas consist of a variety of spaces on the Arkansas State University campus including departmental libraries and study rooms, field facilities, media production spaces, animal quarters, greenhouse spaces, lounges, computer spaces, and storage that are assigned to academic units. Due to the diversity of these spaces and the different ways various campuses might classify these spaces, they are not specifically addressed by recognized guideline systems.

Other academic space at Arkansas State University averages nearly 13 ASF per student. A guideline of 13.5 ASF was applied here to meet the deficits and needs in this category that were brought to the consultant's attention.

Space needs analysis findings show the other academic department space category to have a deficit of 5,000 ASF at the base year. This deficit increases to 6,500 ASF at the future year.

#### **OTHER ACADEMIC DEPARTMENT SPACE GUIDELINE APPLIED**

13.5 ASF PER FTE

### ***Other Administrative Department Space***

As with Other Academic Department Space, Other Administration Department Space consists of the same types of spaces except they are allocated to administrative units. These spaces include non-office related work and processing rooms, phone and telecommunications rooms, lounge areas, and general meeting rooms. No guideline exists to deal in a generalized way with such a diverse set of space needs. At Arkansas State University the spaces in this category include departmental libraries, media production spaces, lounges, meeting rooms, computer spaces, shops, and storage spaces.

The existing other administrative space at Arkansas State University currently averages over four ASF per student.

The consultant applied a guideline of 4.5 ASF per student in this category of space.

Application of the guideline 4.5 ASF per FTE results in the other administrative department space category showing a 1,800 ASF deficit. A deficit of 6,700 ASF is shown in the future year.

#### **OTHER ADMINISTRATIVE DEPARTMENT SPACE GUIDELINE APPLIED**

4.5 ASF PER FTE

### ***Student Center***

The Student Center space at Arkansas State University is the space in the Reng Student Center.

Widely used formulas recommend a range of nine to ten ASF per student for generating Student Center space. These guidelines for space application provide space for the various functions that are typically found in a comprehensive student center including: food service, bookstore, student lounge, recreation space, meeting space, student government, student club space, and other student service functions.

#### **STUDENT CENTER GUIDELINE APPLIED**

9 ASF PER STUDENT HEADCOUNT

For this analysis the consultant applied the guideline of 9 ASF per headcount student.

Results of applying 9 ASF per student show student center space to be at balance in the base year. With increased enrollment in the future, projected space needs show a deficit of 8,800 ASF.

### ***Residence Life***

Residence Life space includes student bedrooms, suites, and apartments; lounges; laundry rooms; storage rooms; restrooms; and showers that serve the needs of resident students. In addition, residential spaces also include program space for student meetings and activities. Most guidelines applied in this category of space are based on a square footage factor multiplied by the number of resident student beds.

The ASF per student bed can vary in calculating the need for residential life space. The space per bed can range from 125 ASF to 350 ASF per bed depending on the type of housing provided. Traditional dormitory-style double occupancy rooms on a corridor with shared bathrooms have less ASF per bed than suite-style housing or student apartments.

There were 3,039 residence life beds on campus at the time of this study. In the future, plans for additional student housing includes sorority housing, expansion of Honors University, reallocation of some double rooms into singles, and a new residence hall for freshman. In addition, the growth in the international students will impact housing. The increased demand for housing will result in a need for 766 new beds to be constructed. As part of that construction, some older housing units will be reconfigured from double occupancy to single occupancy. The net increase for future residential bed is projected to be 372 additional beds. For the future year 3,411 beds were used to calculate the need for residential space.

#### **RESIDENCE LIFE GUIDELINE APPLIED**

225 ASF PER BED

For this analysis, the guideline was applied for residential space used 225 ASF per bed.

The guideline application shows residence life space to have a deficit of 20,700 ASF at the base year. At the future year, with additional beds, the deficit in residence life space is 104,000 ASF.

### ***Physical Plant***

Physical Plant space includes carpenter, plumbing, HVAC, electrical, and painting shops as well as any centralized warehouses for campuswide storage. Additionally, facilities such as tool storage rooms, materials storage rooms, and areas related to shops are included.

If storage space was identified for other units and not assigned to or controlled by physical plant operations, it was counted in other space categories such as other academic or administrative department space, athletics, or residence life.



Most guidelines suggest that six to eight percent of all square footage on campus, minus existing physical plant space, be used to drive master plan needs in this category. In some cases, six to eight percent generates a space need that is greater than the amount of physical plant space typically found at an institution of higher education. One of the reasons a lower percentage is adequate for master planning purposes is the fact that many physical plant departments are increasing the outsourcing of typical shop functions and are using just-in-time purchasing methods to decrease warehousing needs.

**PHYSICAL PLANT  
GUIDELINE APPLIED**

3% OF EXISTING SPACE AT THE BASE YEAR

For Arkansas State University, the consultant applied 3% as the physical plant guideline. While this guideline applied is lower than most guidelines, it is in line with trends in physical plant space that the consultant has seen and results in findings that provide sufficient physical plant space.

At the base year, the guideline was calculated using the total amount of existing space on campus. At the plan horizon, the guideline was calculated against the future year guideline ASF. At the base year, the guideline findings show physical plant space to be in balance. At the future year, a 3,800 ASF space deficit was generated as new physical plant space which will be needed to serve additional new facilities.

***Child Care***

The child care center space is unique to the campus. Child care centers are not specifically addressed by most higher education guideline systems. The amount of space is often determined by business decisions and the number of students served.

During meetings on campus the consultant was told that the Childhood Services function on campus is extensive and the child care center needs to double in size. For this reason the consultant has applied a guideline that is essentially twice the current existing space on campus.

***Health Care***

This category of space includes patient care facilities student infirmaries and clinics. This category does not include clinics associated with academic or instructional programs. Health care facilities are not specifically addressed by most higher education guideline systems. The amount of space in this category is influenced by the availability of services in the community, the ability of students to access these services, as well as agreements with local hospitals and clinics.

For this category of space the consultant applied 0.33 ASF per FTE student to provide a quantity of health care facilities that matches the existing space.

***Inactive/Conversion Space and Affiliated Organizations Space***

These categories of space have been included to account for spaces that are unfinished or unoccupied or are not included in guideline applications. At both the base and future years, the space category that has been labeled inactive/conversion space includes the auditorium in Wilson Hall, Ellis House, and the sixth floor of the Library.

The category labeled affiliated organizations includes the Arkansas Biosciences Institute, Judd Hill Center, Delta Center for Economic Development, the Center for Economic Development on Krueger Drive, and Cooper Alumni Center.

The inactive/conversion space and the affiliated organizations spaces have been shown at the bottom of the space needs analysis table but not calculated in the overall space needs analysis.



### **LIMITATIONS OF ANALYSIS**

The consultant analyzed campus data provided by Arkansas State University for staffing and courses. A room-by-room facilities inventory was provided. The data provides a “snapshot in time” of staff, course enrollments, and facilities at the University.

The Space Needs Analysis is a quantitative analysis only. All existing space is counted regardless of its quality.

Unless otherwise noted, all findings are in assignable square feet (ASF). Assignable square feet is defined as the area measured within the interior walls of a room that can be assigned to a program. It does not include circulation, mechanical, or building service spaces.

Space needs analysis for the purpose of master planning is a process that estimates space amounts likely to be needed by various units of an institution at current and projected enrollment, staffing and activity levels. The space needs analysis findings should be viewed as tools and information for decision making and planning and not as entitlements for individual colleges, schools, or departments.

Reliability of the findings of any space needs study depends on several factors including the quality of the data, the appropriateness of the space standards used, and the validity of the projections. Data used in this study was updated and refined to as high a level of accuracy and currency as possible.

The consultant, therefore, believes that the findings and recommendations of this study may be considered reliable and may be used with confidence by the University for its master planning effort. The scope of this study did not identify individual department requirements and did not include detail normally developed in room-by-room program planning of specific facilities. This study is not intended to replace program level analysis.



## APPENDIX A - CLASSROOM UTILIZATION BY BUILDING

### Classroom Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Agriculture</b>									<b>No. of Rooms = 7</b>
AG 102	110	660	18	37	10	134	7.4	13	57%
AG 110	110	510	23	22	15	138	6.0	9	67%
AG 203	111	2,073	173	12	103	2,922	16.9	29	59%
AG 249	110	974	30	32	16	402	13.4	26	53%
AG 301	110	682	30	23	15	197	6.6	11	63%
AG 312	110	1,032	64	16	21	423	6.6	19	35%
AG 401	110	946	46	21	22	507	11.0	22	50%
<i>Average</i>		982	55	23	29		12.3	18	53%
<i>Total</i>		6,877	384			4,723		128	
<b>Business</b>									<b>No. of Rooms = 15</b>
BU 201	110	921	25	37	15	402	16.1	27	60%
BU 205	110	885	48	18	28	663	13.8	24	58%
BU 206	110	843	62	14	23	207	3.3	9	37%
BU 218	110	710	37	19	23	351	9.5	15	63%
BU 224	110	729	38	19	20	125	3.3	6	55%
BU 301	110	990	46	22	40	600	13.0	15	87%
BU 315	110	778	44	18	24	348	7.9	17	48%
BU 316	110	851	59	14	35	560	9.5	17	57%
BU 328	110	718	45	16	41	738	16.4	18	91%
BU 335	110	759	49	15	11	90	1.8	8	23%
BU 401	110	745	46	16	23	477	10.4	20	53%
BU 416	110	600	48	13	15	180	3.8	12	31%
BU 417	110	637	48	13	20	257	5.3	14	40%
BU 418	110	636	31	21	23	348	11.2	15	75%
BU 420	110	608	32	19	20	137	4.3	6	71%
<i>Average</i>		761	44	18	24		8.3	15	59%
<i>Total</i>		11,410	658			5,481		221	
<b>Computer Science &amp; Math</b>									<b>No. of Rooms = 11</b>
CSM 131	110	691	61	11	37	1,101	18.0	30	60%
CSM 133	110	929	66	14	26	716	10.8	28	39%
CSM 201	110	932	40	23	29	1,119	28.0	39	72%
CSM 203	110	932	30	31	24	564	18.8	23	82%
CSM 204	110	670	47	14	27	838	17.8	30	59%
CSM 205	110	595	42	14	26	607	14.5	23	63%
CSM 209	110	723	56	13	43	1,122	20.0	26	77%
CSM 211	110	695	48	14	21	561	11.7	27	43%
CSM 212	110	552	30	18	12	308	10.3	24	43%
CSM 216	110	918	40	23	36	1,092	27.3	30	91%
CSM 217	110	929	40	23	37	1,452	36.3	39	93%
<i>Average</i>		779	45	18	29		19.0	29	67%
<i>Total</i>		8,566	500			9,480		319	

**Classroom Utilization Analysis by Building**

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Dean B. Ellis Library</b>									<b>No. of Rooms = 5</b>
LIBMUS 103B	114	498	28	18	16	192	6.9	12	57%
LIBMUS 336	110	1,040	48	22	23	752	15.7	32	50%
LIBMUS 337	110	1,086	48	23	20	582	12.1	30	40%
LIBMUS 338	110	963	48	20	12	69	1.4	6	24%
LIBMUS 339	110	994	47	21	11	85	1.8	8	23%
<i>Average</i>		916	44	21	16		7.7	17	43%
<i>Total</i>		4,581	219			1,679		87	
<b>Delta Ctr For Econ Dev (On-Campus)</b>									<b>No. of Rooms = 4</b>
DCED 103	111	2,245	85	26	58	1,572	18.5	27	68%
DCED 106	110	1,644	60	27	33	1,275	21.3	39	54%
DCED 110	110	1,304	46	28	25	687	14.9	27	55%
DCED 115	110	1,326	56	24	30	1,242	22.2	42	53%
<i>Average</i>		1,630	62	26	36		19.3	34	57%
<i>Total</i>		6,519	247			4,776		135	
<b>Education &amp; Communications</b>									<b>No. of Rooms = 16</b>
EDCOMM 101	111	878	50	18	40	1,674	33.5	42	80%
EDCOMM 102	110	578	37	16	15	90	2.4	6	41%
EDCOMM 105	110	734	23	32	19	610	26.5	33	80%
EDCOMM 106	110	601	24	25	16	240	10.0	15	67%
EDCOMM 107	110	601	26	23	21	533	20.5	26	80%
EDCOMM 108	110	670	31	22	18	789	25.5	42	61%
EDCOMM 201	110	880	23	38	21	694	30.2	32	94%
EDCOMM 202	110	578	33	18	18	626	19.0	32	60%
EDCOMM 205	110	859	27	32	15	612	22.7	36	63%
EDCOMM 207	110	601	37	16	17	672	18.2	39	47%
EDCOMM 208	110	862	52	17	34	1,341	25.8	39	66%
EDCOMM 215	110	417	33	13	24	864	26.2	36	73%
EDCOMM 217	110	427	31	14	18	402	13.0	22	59%
EDCOMM 229	110	789	38	21	16	583	15.3	36	43%
EDCOMM 233	110	657	44	15	36	833	18.9	24	79%
EDCOMM 234	110	626	27	23	21	1,236	45.8	54	85%
<i>Average</i>		672	34	21	22		22.0	32	69%
<i>Total</i>		10,758	536			11,798		513	
<b>Eugene W. Smith Hall</b>									<b>No. of Rooms = 9</b>
ESMITH 203	110	728	28	26	26	920	32.9	36	91%
ESMITH 204	110	2,251	96	23	38	1,250	13.0	32	41%
ESMITH 205	110	646	28	23	23	740	26.4	32	83%
ESMITH 207	110	583	33	18	22	535	16.2	24	68%
ESMITH 209	110	617	26	24	19	501	19.3	26	76%
ESMITH 216	110	1,125	44	26	22	911	20.7	41	51%
ESMITH 221	110	741	32	23	26	984	30.8	38	81%

### Classroom Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
ESMITH 407	114	505	16	32	12	209	13.0	18	73%
ESMITH 409	110	499	21	24	10	29	1.4	3	48%
<i>Average</i>		855	36	24	22		18.8	28	70%
<i>Total</i>		7,695	324			6,078		248	

Fine Arts									No. of Rooms = 6
FA 118	110	682	24	28	13	302	12.6	21	60%
FA 119	110	664	41	16	16	197	4.8	11	44%
FA 120	110	689	25	28	15	143	5.7	8	72%
FA 127	110	857	60	14	36	915	15.3	25	61%
FA 209	114	569	21	27	11	201	9.6	18	53%
FA 210	110	991	64	15	52	2,393	37.4	47	80%
<i>Average</i>		742	39	22	24		17.7	22	66%
<i>Total</i>		4,452	235			4,151		130	

Fowler Center For Performing Arts									No. of Rooms = 2
FC 169	110	731	13	56	4	50	3.9	13	30%
FC 180	110	1,275	48	27	38	345	7.2	9	80%
<i>Average</i>		1,003	31	41	21		6.5	11	51%
<i>Total</i>		2,006	61			395		22	

Health, Phys Ed & Sports Science									No. of Rooms = 10
PE 132	110	657	41	16	35	427	10.4	12	87%
PE 242	114	561	20	28	16	284	14.2	17	82%
PE 245	111	1,873	141	13	49	1,206	8.6	23	37%
PE 321	110	656	41	16	29	487	11.9	17	70%
PE 322	110	660	37	18	30	180	4.9	6	81%
PE 323	110	660	42	16	31	600	14.3	19	74%
PE 324	110	736	43	17	29	734	17.1	25	69%
PE 325	110	429	36	12	23	179	5.0	8	62%
PE 326	110	555	20	28	20	60	3.0	3	100%
PE 330	110	1,274	46	28	33	772	16.8	23	73%
<i>Average</i>		806	47	19	29		10.6	15	69%
<i>Total</i>		8,061	467			4,929		153	

Honors Living-Learning Classroom									No. of Rooms = 1
HON 102	110	2,544	48	53	13	155	3.2	11	29%
<i>Average</i>		2,544	48	53	13		3.2	11	29%
<i>Total</i>		2,544	48			155		11	

International English Studies									No. of Rooms = 13
IES N224	110	341	14	24	12	240	17.1	20	86%
IES N230	110	333	14	24	12	480	34.3	40	86%

### Classroom Utilization Analysis by Building

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IES N231	110	375	18	21	15	600	33.3	40	83%
IES N330	110	467	20	23	15	600	30.0	40	75%
IES N336	110	414	18	23	15	600	33.3	40	83%
IES N342	110	439	18	24	15	600	33.3	40	83%
IES S103	110	393	18	22	15	600	33.3	40	83%
IES S111	110	393	18	22	15	600	33.3	40	83%
IES S112	110	420	18	23	15	600	33.3	40	83%
IES S115	110	435	18	24	15	300	16.7	20	83%
IES S116	110	420	18	23	15	600	33.3	40	83%
IES S205	110	392	18	22	15	600	33.3	40	83%
IES S213	110	349	16	22	14	560	35.0	40	88%
<i>Average</i>		398	17	23	14		30.9	37	83%
<i>Total</i>		5,171	226			6,980		480	

International Student Center								No. of Rooms = 2	
IEC 216	110	1,355	57	24	48	999	17.5	21	83%
IEC 322	114	296	14	21	15	174	12.4	12	104%
<i>Average</i>		826	36	22	31		16.5	17	91%
<i>Total</i>		1,651	71			1,173		33	

Lab Sciences East								No. of Rooms = 9	
LSE 204E	110	647	51	13	20	456	8.9	24	37%
LSE 206E	110	605	50	12	12	249	5.0	19	26%
LSE 207E	110	605	54	11	19	173	3.2	10	32%
LSE 218E	111	917	77	12	44	396	5.1	9	57%
LSE 219E	111	1,948	187	10	121	4,838	25.9	40	65%
LSE 306E	110	672	29	23	18	54	1.9	3	62%
LSE 308E	110	693	35	20	16	256	7.3	16	46%
LSE 507E	110	1,178	75	16	44	311	4.1	7	59%
LSE 508E	110	693	24	29	9	111	4.6	12	39%
<i>Average</i>		884	65	16	34		11.8	16	47%
<i>Total</i>		7,958	582			6,844		140	

Lab Sciences West								No. of Rooms = 4	
LSW 131W	110	623	27	23	13	314	11.6	27	44%
LSW 153W	110	762	33	23	16	335	10.2	22	46%
LSW 334W	110	1,396	92	15	80	1,206	13.1	15	87%
LSW 444W	110	1,200	97	12	37	1,070	11.0	26	42%
<i>Average</i>		995	62	18	37		11.7	22	51%
<i>Total</i>		3,981	249			2,925		90	

Military Science ROTC (Armory)								No. of Rooms = 3	
A 103	110	501	20	25	15	75	3.8	5	75%
A 202	110	1,111	45	25	30	210	4.7	7	67%

### Classroom Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
A 207	110	563	20	28	15	75	3.8	5	75%
<i>Average</i>		725	28	26	20		4.2	6	72%
<i>Total</i>		2,175	85			360		17	

Nursing & Health Professions								No. of Rooms = 10	
NHP 110	110	972	45	22	28	279	6.2	10	62%
NHP 111	110	908	41	22	29	460	11.2	16	72%
NHP 118	110	843	38	22	30	625	16.4	21	78%
NHP 405	110	1,170	46	25	30	572	12.4	19	65%
NHP 502	110	943	61	15	29	456	7.5	16	48%
NHP 503	110	841	48	18	22	604	12.6	27	46%
NHP 504	110	940	58	16	17	179	3.1	11	29%
NHP 601	110	929	51	18	37	952	18.7	25	74%
NHP 602	110	539	33	16	19	380	11.5	19	60%
NHP 604	110	940	63	15	22	612	9.7	25	39%
<i>Average</i>		903	48	19	26		10.6	19	58%
<i>Total</i>		9,025	484			5,118		188	

Reynolds Ctr For Health Sciences								No. of Rooms = 4	
DRC 216	110	1,427	48	30	23	635	13.2	29	46%
DRC 222	110	2,271	106	21	55	1,271	12.0	24	50%
DRC 307	110	1,119	48	23	45	1,575	32.8	35	94%
DRC 331	110	1,075	46	23	25	958	20.8	36	58%
<i>Average</i>		1,473	62	24	37		17.9	31	64%
<i>Total</i>		5,892	248			4,438		124	

Wilson Advising Center								No. of Rooms = 1	
WA 103	114	638	24	27	13	99	4.1	8	55%
<i>Average</i>		638	24	27	13		4.1	8	55%
<i>Total</i>		638	24			99		8	

Wilson Hall								No. of Rooms = 29	
W 103	110	840	50	17	30	810	16.2	27	60%
W 123	110	1,066	49	22	35	630	12.9	18	71%
W 124	110	983	50	20	37	1,005	20.1	27	74%
W 125	110	592	31	19	24	996	32.1	42	76%
W 204	110	998	49	20	45	945	19.3	21	92%
W 205	110	786	49	16	32	666	13.6	21	65%
W 206	110	1,035	50	21	42	1,264	25.3	29	87%
W 216	110	1,046	49	21	45	807	16.5	18	91%
W 217A	110	577	46	13	29	600	13.0	21	62%
W 217B	114	362	11	33	11	504	45.8	48	95%
W 217C	114	375	12	31	6	105	8.8	18	49%
W 218	110	597	40	15	20	549	13.7	27	51%

### Classroom Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
W 301	110	583	45	13	24	1,008	22.4	42	53%
W 302	110	403	25	16	21	570	22.8	27	84%
W 303	110	464	31	15	23	819	26.4	36	73%
W 314	114	544	16	34	14	216	13.5	15	90%
W 316	110	438	29	15	22	792	27.3	36	76%
W 316A	110	593	42	14	29	1,133	27.0	38	71%
W 328	110	428	22	19	21	678	30.8	33	93%
W 329	110	528	39	14	32	1,134	29.1	36	81%
W 330	110	376	28	13	21	615	22.0	30	73%
W 403	110	436	30	15	22	525	17.5	24	73%
W 404	114	380	16	24	8	72	4.5	9	50%
W 406	110	424	31	14	20	297	9.6	15	64%
W 410	110	526	36	15	28	993	27.6	36	77%
W 411	110	433	30	14	25	828	27.6	33	84%
W 412	110	603	40	15	28	837	20.9	30	70%
W 425	110	430	28	15	16	678	24.2	42	58%
W 426	110	525	41	13	30	1,005	24.5	33	74%
<i>Average</i>		599	35	18	25		20.8	29	74%
<i>Total</i>		17,371	1,015			21,081		832	
<b>AVERAGE</b>		791	41	21	25		15.4	24	68%
<b>TOTAL</b>		127,331	6,663			102,663		3,878	
<b>NO. OF ROOMS</b>		161							



## APPENDIX B - CLASSROOM UTILIZATION BY CAPACITY

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Capacity Group: 20 and Under</b>								<b>No. of Rooms = 25</b>	
<b>Agriculture</b>								<b>No. of Rooms = 1</b>	
AG 102	110	660	18	37	10	134	7.4	13	57%
<b>Eugene W. Smith Hall</b>								<b>No. of Rooms = 1</b>	
ESMITH 407	114	505	16	32	12	209	13.0	18	73%
<b>Fowler Center For Performing Arts</b>								<b>No. of Rooms = 1</b>	
FC 169	110	731	13	56	4	50	3.9	13	30%
<b>Health, Phys Ed &amp; Sports Science</b>								<b>No. of Rooms = 2</b>	
PE 242	114	561	20	28	16	284	14.2	17	82%
PE 326	110	555	20	28	20	60	3.0	3	100%
<i>Average</i>		558	20	28	18		8.6	10	85%
<i>Total</i>		1,116	40			344		20	
<b>International English Studies</b>								<b>No. of Rooms = 13</b>	
IES N224	110	341	14	24	12	240	17.1	20	86%
IES N230	110	333	14	24	12	480	34.3	40	86%
IES N231	110	375	18	21	15	600	33.3	40	83%
IES N330	110	467	20	23	15	600	30.0	40	75%
IES N336	110	414	18	23	15	600	33.3	40	83%
IES N342	110	439	18	24	15	600	33.3	40	83%
IES S103	110	393	18	22	15	600	33.3	40	83%
IES S111	110	393	18	22	15	600	33.3	40	83%
IES S112	110	420	18	23	15	600	33.3	40	83%
IES S115	110	435	18	24	15	300	16.7	20	83%
IES S116	110	420	18	23	15	600	33.3	40	83%
IES S205	110	392	18	22	15	600	33.3	40	83%
IES S213	110	349	16	22	14	560	35.0	40	88%
<i>Average</i>		398	17	23	14		30.9	37	83%
<i>Total</i>		5,171	226			6,980		480	
<b>International Student Center</b>								<b>No. of Rooms = 1</b>	
IEC 322	114	296	14	21	15	174	12.4	12	104%
<b>Military Science ROTC (Armory)</b>								<b>No. of Rooms = 2</b>	
A 103	110	501	20	25	15	75	3.8	5	75%
A 207	110	563	20	28	15	75	3.8	5	75%
<i>Average</i>		532	20	27	15		3.8	5	75%
<i>Total</i>		1,064	40			150		10	
<b>Wilson Hall</b>								<b>No. of Rooms = 4</b>	
W 217B	114	362	11	33	11	504	45.8	48	95%
W 217C	114	375	12	31	6	105	8.8	18	49%
W 314	114	544	16	34	14	216	13.5	15	90%
W 404	114	380	16	24	8	72	4.5	9	50%

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
Average		415	14	30	10		16.3	23	81%
Total		1,661	55			897		90	
20 and Under Capacity Group Summary									
Average		448	17	27	13		21.2	26	81%
Total		11,204	422			8,938		656	
Capacity Group: 21 - 25									
								No. of Rooms = 13	
Agriculture								No. of Rooms = 1	
AG 110	110	510	23	22	15	138	6.0	9	67%
Business								No. of Rooms = 1	
BU 201	110	921	25	37	15	402	16.1	27	60%
Education & Communications								No. of Rooms = 3	
EDCOMM 105	110	734	23	32	19	610	26.5	33	80%
EDCOMM 106	110	601	24	25	16	240	10.0	15	67%
EDCOMM 201	110	880	23	38	21	694	30.2	32	94%
Average		738	23	32	19		22.1	27	83%
Total		2,215	70			1,544		80	
Eugene W. Smith Hall								No. of Rooms = 1	
ESMITH 409	110	499	21	24	10	29	1.4	3	48%
Fine Arts								No. of Rooms = 3	
FA 118	110	682	24	28	13	302	12.6	21	60%
FA 120	110	689	25	28	15	143	5.7	8	72%
FA 209	114	569	21	27	11	201	9.6	18	53%
Average		647	23	28	13		9.2	16	59%
Total		1,940	70			646		47	
Lab Sciences East								No. of Rooms = 1	
LSE 508E	110	693	24	29	9	111	4.6	12	39%
Wilson Advising Center								No. of Rooms = 1	
WA 103	114	638	24	27	13	99	4.1	8	55%
Wilson Hall								No. of Rooms = 2	
W 302	110	403	25	16	21	570	22.8	27	84%
W 328	110	428	22	19	21	678	30.8	33	93%
Average		416	24	18	21		26.6	30	89%
Total		831	47			1,248		60	
21 - 25 Capacity Group Summary									
Average		634	23	27	15		13.9	19	74%
Total		8,247	304			4,217		245	

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Capacity Group: 26 - 30</b>								<b>No. of Rooms = 18</b>	
<b>Agriculture</b>								<b>No. of Rooms = 2</b>	
AG 249	110	974	30	32	16	402	13.4	26	53%
AG 301	110	682	30	23	15	197	6.6	11	63%
<i>Average</i>		828	30	28	16		10.0	18	55%
<i>Total</i>		1,656	60			599		36	
<b>Computer Science &amp; Math</b>								<b>No. of Rooms = 2</b>	
CSM 203	110	932	30	31	24	564	18.8	23	82%
CSM 212	110	552	30	18	12	308	10.3	24	43%
<i>Average</i>		742	30	25	18		14.5	24	62%
<i>Total</i>		1,484	60			872		47	
<b>Dean B. Ellis Library</b>								<b>No. of Rooms = 1</b>	
LIBMUS 103B	114	498	28	18	16	192	6.9	12	57%
<b>Education &amp; Communications</b>								<b>No. of Rooms = 3</b>	
EDCOMM 107	110	601	26	23	21	533	20.5	26	80%
EDCOMM 205	110	859	27	32	15	612	22.7	36	63%
EDCOMM 234	110	626	27	23	21	1,236	45.8	54	85%
<i>Average</i>		695	27	26	19		29.8	39	77%
<i>Total</i>		2,086	80			2,381		116	
<b>Eugene W. Smith Hall</b>								<b>No. of Rooms = 3</b>	
ESMITH 203	110	728	28	26	26	920	32.9	36	91%
ESMITH 205	110	646	28	23	23	740	26.4	32	83%
ESMITH 209	110	617	26	24	19	501	19.3	26	76%
<i>Average</i>		664	27	24	23		26.4	31	84%
<i>Total</i>		1,991	82			2,161		94	
<b>Lab Sciences East</b>								<b>No. of Rooms = 1</b>	
LSE 306E	110	672	29	23	18	54	1.9	3	62%
<b>Lab Sciences West</b>								<b>No. of Rooms = 1</b>	
LSW 131W	110	623	27	23	13	314	11.6	27	44%
<b>Wilson Hall</b>								<b>No. of Rooms = 5</b>	
W 316	110	438	29	15	22	792	27.3	36	76%
W 330	110	376	28	13	21	615	22.0	30	73%
W 403	110	436	30	15	22	525	17.5	24	73%
W 411	110	433	30	14	25	828	27.6	33	84%
W 425	110	430	28	15	16	678	24.2	42	58%
<i>Average</i>		423	29	15	21		23.7	33	72%
<i>Total</i>		2,113	145			3,438		165	

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>26 - 30 Capacity Group Summary</b>									
<b>Average</b>		618	28	22	19		19.6	28	71%
<b>Total</b>		11,123	511			10,010		499	
<b>Capacity Group: 31 - 35</b>									
<b>No. of Rooms = 14</b>									
<b>Business</b>									
<b>No. of Rooms = 2</b>									
BU 418	110	636	31	21	23	348	11.2	15	75%
BU 420	110	608	32	19	20	137	4.3	6	71%
<i>Average</i>		622	32	20	22		7.7	11	74%
<i>Total</i>		1,244	63			485		21	
<b>Education &amp; Communications</b>									
<b>No. of Rooms = 4</b>									
EDCOMM 108	110	670	31	22	18	789	25.5	42	61%
EDCOMM 202	110	578	33	18	18	626	19.0	32	60%
EDCOMM 215	110	417	33	13	24	864	26.2	36	73%
EDCOMM 217	110	427	31	14	18	402	13.0	22	59%
<i>Average</i>		523	32	16	19		20.9	33	64%
<i>Total</i>		2,092	128			2,681		132	
<b>Eugene W. Smith Hall</b>									
<b>No. of Rooms = 2</b>									
ESMITH 207	110	583	33	18	22	535	16.2	24	68%
ESMITH 221	110	741	32	23	26	984	30.8	38	81%
<i>Average</i>		662	33	20	24		23.4	31	76%
<i>Total</i>		1,324	65			1,519		62	
<b>Lab Sciences East</b>									
<b>No. of Rooms = 1</b>									
LSE 308E	110	693	35	20	16	256	7.3	16	46%
<b>Lab Sciences West</b>									
<b>No. of Rooms = 1</b>									
LSW 153W	110	762	33	23	16	335	10.2	22	46%
<b>Nursing &amp; Health Professions</b>									
<b>No. of Rooms = 1</b>									
NHP 602	110	539	33	16	19	380	11.5	19	60%
<b>Wilson Hall</b>									
<b>No. of Rooms = 3</b>									
W 125	110	592	31	19	24	996	32.1	42	76%
W 303	110	464	31	15	23	819	26.4	36	73%
W 406	110	424	31	14	20	297	9.6	15	64%
<i>Average</i>		493	31	16	22		22.7	31	73%
<i>Total</i>		1,480	93			2,112		93	
<b>31 - 35 Capacity Group Summary</b>									
<b>Average</b>		581	32	18	20		17.3	26	67%
<b>Total</b>		8,134	450			7,767		365	

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Capacity Group: 36 - 40</b>									<b>No. of Rooms = 15</b>
<b>Business</b>									<b>No. of Rooms = 2</b>
BU 218	110	710	37	19	23	351	9.5	15	63%
BU 224	110	729	38	19	20	125	3.3	6	55%
<i>Average</i>		720	38	19	22		6.3	11	61%
<i>Total</i>		1,439	75			476		21	
<b>Computer Science &amp; Math</b>									<b>No. of Rooms = 3</b>
CSM 201	110	932	40	23	29	1,119	28.0	39	72%
CSM 216	110	918	40	23	36	1,092	27.3	30	91%
CSM 217	110	929	40	23	37	1,452	36.3	39	93%
<i>Average</i>		926	40	23	34		30.5	36	85%
<i>Total</i>		2,779	120			3,663		108	
<b>Education &amp; Communications</b>									<b>No. of Rooms = 3</b>
EDCOMM 102	110	578	37	16	15	90	2.4	6	41%
EDCOMM 207	110	601	37	16	17	672	18.2	39	47%
EDCOMM 229	110	789	38	21	16	583	15.3	36	43%
<i>Average</i>		656	37	18	16		12.0	27	44%
<i>Total</i>		1,968	112			1,345		81	
<b>Health, Phys Ed &amp; Sports Science</b>									<b>No. of Rooms = 2</b>
PE 322	110	660	37	18	30	180	4.9	6	81%
PE 325	110	429	36	12	23	179	5.0	8	62%
<i>Average</i>		545	37	15	27		4.9	7	70%
<i>Total</i>		1,089	73			359		14	
<b>Nursing &amp; Health Professions</b>									<b>No. of Rooms = 1</b>
NHP 118	110	843	38	22	30	625	16.4	21	78%
<b>Wilson Hall</b>									<b>No. of Rooms = 4</b>
W 218	110	597	40	15	20	549	13.7	27	51%
W 329	110	528	39	14	32	1,134	29.1	36	81%
W 410	110	526	36	15	28	993	27.6	36	77%
W 412	110	603	40	15	28	837	20.9	30	70%
<i>Average</i>		564	39	15	27		22.7	32	71%
<i>Total</i>		2,254	155			3,513		129	
<b>36 - 40 Capacity Group Summary</b>									
<b>Average</b>		691	38	18	26		17.4	25	69%
<b>Total</b>		10,372	573			9,981		374	
<b>Capacity Group: 41 - 45</b>									<b>No. of Rooms = 16</b>
<b>Business</b>									<b>No. of Rooms = 2</b>
BU 315	110	778	44	18	24	348	7.9	17	48%

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
BU 328	110	718	45	16	41	738	16.4	18	91%
<i>Average</i>		748	45	17	32		12.2	17	70%
<i>Total</i>		1,496	89			1,086		35	
<b>Computer Science &amp; Math</b>									<b>No. of Rooms = 1</b>
CSM 205	110	595	42	14	26	607	14.5	23	63%
<b>Education &amp; Communications</b>									<b>No. of Rooms = 1</b>
EDCOMM 233	110	657	44	15	36	833	18.9	24	79%
<b>Eugene W. Smith Hall</b>									<b>No. of Rooms = 1</b>
ESMITH 216	110	1,125	44	26	22	911	20.7	41	51%
<b>Fine Arts</b>									<b>No. of Rooms = 1</b>
FA 119	110	664	41	16	16	197	4.8	11	44%
<b>Health, Phys Ed &amp; Sports Science</b>									<b>No. of Rooms = 4</b>
PE 132	110	657	41	16	35	427	10.4	12	87%
PE 321	110	656	41	16	29	487	11.9	17	70%
PE 323	110	660	42	16	31	600	14.3	19	74%
PE 324	110	736	43	17	29	734	17.1	25	69%
<i>Average</i>		677	42	16	31		13.5	18	73%
<i>Total</i>		2,709	167			2,248		73	
<b>Military Science ROTC (Armory)</b>									<b>No. of Rooms = 1</b>
A 202	110	1,111	45	25	30	210	4.7	7	67%
<b>Nursing &amp; Health Professions</b>									<b>No. of Rooms = 2</b>
NHP 110	110	972	45	22	28	279	6.2	10	62%
NHP 111	110	908	41	22	29	460	11.2	16	72%
<i>Average</i>		940	43	22	29		8.6	13	68%
<i>Total</i>		1,880	86			739		26	
<b>Wilson Hall</b>									<b>No. of Rooms = 3</b>
W 301	110	583	45	13	24	1,008	22.4	42	53%
W 316A	110	593	42	14	29	1,133	27.0	38	71%
W 426	110	525	41	13	30	1,005	24.5	33	74%
<i>Average</i>		567	43	13	28		24.6	38	65%
<i>Total</i>		1,701	128			3,146		113	
<b>41 - 45 Capacity Group Summary</b>									
<b>Average</b>		746	43	17	29		14.5	22	66%
<b>Total</b>		11,938	686			9,977		352	

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Capacity Group: 46 - 50</b>								<b>No. of Rooms = 32</b>	
<b>Agriculture</b>								<b>No. of Rooms = 1</b>	
AG 401	110	946	46	21	22	507	11.0	22	50%
<b>Business</b>								<b>No. of Rooms = 6</b>	
BU 205	110	885	48	18	28	663	13.8	24	58%
BU 301	110	990	46	22	40	600	13.0	15	87%
BU 335	110	759	49	15	11	90	1.8	8	23%
BU 401	110	745	46	16	23	477	10.4	20	53%
BU 416	110	600	48	13	15	180	3.8	12	31%
BU 417	110	637	48	13	20	257	5.3	14	40%
<i>Average</i>		769	48	16	23		8.0	15	52%
<i>Total</i>		4,616	285			2,267		92	
<b>Computer Science &amp; Math</b>								<b>No. of Rooms = 2</b>	
CSM 204	110	670	47	14	27	838	17.8	30	59%
CSM 211	110	695	48	14	21	561	11.7	27	43%
<i>Average</i>		683	48	14	24		14.7	29	52%
<i>Total</i>		1,365	95			1,399		57	
<b>Dean B. Ellis Library</b>								<b>No. of Rooms = 4</b>	
LIBMUS 336	110	1,040	48	22	23	752	15.7	32	50%
LIBMUS 337	110	1,086	48	23	20	582	12.1	30	40%
LIBMUS 338	110	963	48	20	12	69	1.4	6	24%
LIBMUS 339	110	994	47	21	11	85	1.8	8	23%
<i>Average</i>		1,021	48	21	16		7.8	19	41%
<i>Total</i>		4,083	191			1,487		75	
<b>Delta Ctr For Econ Dev (On-Campus)</b>								<b>No. of Rooms = 1</b>	
DCED 110	110	1,304	46	28	25	687	14.9	27	55%
<b>Education &amp; Communications</b>								<b>No. of Rooms = 1</b>	
EDCOMM 101	111	878	50	18	40	1,674	33.5	42	80%
<b>Fowler Center For Performing Arts</b>								<b>No. of Rooms = 1</b>	
FC 180	110	1,275	48	27	38	345	7.2	9	80%
<b>Health, Phys Ed &amp; Sports Science</b>								<b>No. of Rooms = 1</b>	
PE 330	110	1,274	46	28	33	772	16.8	23	73%
<b>Honors Living-Learning Classroom</b>								<b>No. of Rooms = 1</b>	
HON 102	110	2,544	48	53	13	155	3.2	11	29%
<b>Lab Sciences East</b>								<b>No. of Rooms = 1</b>	
LSE 206E	110	605	50	12	12	249	5.0	19	26%

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Nursing &amp; Health Professions</b>									<b>No. of Rooms = 2</b>
NHP 405	110	1,170	46	25	30	572	12.4	19	65%
NHP 503	110	841	48	18	22	604	12.6	27	46%
<i>Average</i>		1,006	47	21	26		12.5	23	54%
<i>Total</i>		2,011	94			1,176		46	
<b>Reynolds Ctr For Health Sciences</b>									<b>No. of Rooms = 3</b>
DRC 216	110	1,427	48	30	23	635	13.2	29	46%
DRC 307	110	1,119	48	23	45	1,575	32.8	35	94%
DRC 331	110	1,075	46	23	25	958	20.8	36	58%
<i>Average</i>		1,207	47	25	31		22.3	33	67%
<i>Total</i>		3,621	142			3,167		100	
<b>Wilson Hall</b>									<b>No. of Rooms = 8</b>
W 103	110	840	50	17	30	810	16.2	27	60%
W 123	110	1,066	49	22	35	630	12.9	18	71%
W 124	110	983	50	20	37	1,005	20.1	27	74%
W 204	110	998	49	20	45	945	19.3	21	92%
W 205	110	786	49	16	32	666	13.6	21	65%
W 206	110	1,035	50	21	42	1,264	25.3	29	87%
W 216	110	1,046	49	21	45	807	16.5	18	91%
W 217A	110	577	46	13	29	600	13.0	21	62%
<i>Average</i>		916	49	19	37		17.2	23	75%
<i>Total</i>		7,331	392			6,727		182	
<b>46 - 50 Capacity Group Summary</b>									
<b>Average</b>		995	48	21	27		13.4	22	61%
<b>Total</b>		31,853	1,533			20,612		705	
<b>Capacity Group: 51 - 60</b>									<b>No. of Rooms = 11</b>
<b>Business</b>									<b>No. of Rooms = 1</b>
BU 316	110	851	59	14	35	560	9.5	17	57%
<b>Computer Science &amp; Math</b>									<b>No. of Rooms = 1</b>
CSM 209	110	723	56	13	43	1,122	20.0	26	77%
<b>Delta Ctr For Econ Dev (On-Campus)</b>									<b>No. of Rooms = 2</b>
DCED 106	110	1,644	60	27	33	1,275	21.3	39	54%
DCED 115	110	1,326	56	24	30	1,242	22.2	42	53%
<i>Average</i>		1,485	58	26	31		21.7	41	54%
<i>Total</i>		2,970	116			2,517		81	
<b>Education &amp; Communications</b>									<b>No. of Rooms = 1</b>
EDCOMM 208	110	862	52	17	34	1,341	25.8	39	66%



### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Fine Arts</b>									<b>No. of Rooms = 1</b>
FA 127	110	857	60	14	36	915	15.3	25	61%
<b>International Student Center</b>									<b>No. of Rooms = 1</b>
IEC 216	110	1,355	57	24	48	999	17.5	21	83%
<b>Lab Sciences East</b>									<b>No. of Rooms = 2</b>
LSE 204E	110	647	51	13	20	456	8.9	24	37%
LSE 207E	110	605	54	11	19	173	3.2	10	32%
<i>Average</i>		626	53	12	19		6.0	17	36%
<i>Total</i>		1,252	105			629		34	
<b>Nursing &amp; Health Professions</b>									<b>No. of Rooms = 2</b>
NHP 504	110	940	58	16	17	179	3.1	11	29%
NHP 601	110	929	51	18	37	952	18.7	25	74%
<i>Average</i>		935	55	17	27		10.4	18	61%
<i>Total</i>		1,869	109			1,130		36	
<b>51 - 60 Capacity Group Summary</b>									
<b>Average</b>		976	56	17	32		15.0	25	59%
<b>Total</b>		10,739	614			9,213		278	
<b>Capacity Group: 61 - 74</b>									<b>No. of Rooms = 7</b>
<b>Agriculture</b>									<b>No. of Rooms = 1</b>
AG 312	110	1,032	64	16	21	423	6.6	19	35%
<b>Business</b>									<b>No. of Rooms = 1</b>
BU 206	110	843	62	14	23	207	3.3	9	37%
<b>Computer Science &amp; Math</b>									<b>No. of Rooms = 2</b>
CSM 131	110	691	61	11	37	1,101	18.0	30	60%
CSM 133	110	929	66	14	26	716	10.8	28	39%
<i>Average</i>		810	64	13	31		14.3	29	50%
<i>Total</i>		1,620	127			1,817		58	
<b>Fine Arts</b>									<b>No. of Rooms = 1</b>
FA 210	110	991	64	15	52	2,393	37.4	47	80%
<b>Nursing &amp; Health Professions</b>									<b>No. of Rooms = 2</b>
NHP 502	110	943	61	15	29	456	7.5	16	48%
NHP 604	110	940	63	15	22	612	9.7	25	39%
<i>Average</i>		942	62	15	25		8.6	20	43%
<i>Total</i>		1,883	124			1,068		40	

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>61 - 74 Capacity Group Summary</b>									
<b>Average</b>		910	63	14	30		13.4	25	54%
<b>Total</b>		6,369	441			5,908		173	
<b>Capacity Group: 75 - 100</b>									
<b>Delta Ctr For Econ Dev (On-Campus)</b>									
<b>No. of Rooms = 1</b>									
DCED 103	111	2,245	85	26	58	1,572	18.5	27	68%
<b>Eugene W. Smith Hall</b>									
<b>No. of Rooms = 1</b>									
ESMITH 204	110	2,251	96	23	38	1,250	13.0	32	41%
<b>Lab Sciences East</b>									
<b>No. of Rooms = 2</b>									
LSE 218E	111	917	77	12	44	396	5.1	9	57%
LSE 507E	110	1,178	75	16	44	311	4.1	7	59%
<i>Average</i>		1,048	76	14	44		4.7	8	58%
<i>Total</i>		2,095	152			707		16	
<b>Lab Sciences West</b>									
<b>No. of Rooms = 2</b>									
LSW 334W	110	1,396	92	15	80	1,206	13.1	15	87%
LSW 444W	110	1,200	97	12	37	1,070	11.0	26	42%
<i>Average</i>		1,298	95	14	59		12.0	21	59%
<i>Total</i>		2,596	189			2,276		41	
<b>75 - 100 Capacity Group Summary</b>									
<b>Average</b>		1,531	87	18	50		11.1	19	56%
<b>Total</b>		9,187	522			5,805		116	
<b>Capacity Group: 101 - 140</b>									
<b>Reynolds Ctr For Health Sciences</b>									
<b>No. of Rooms = 1</b>									
DRC 222	110	2,271	106	21	55	1,271	12.0	24	50%
<b>Capacity Group: 141 - 187</b>									
<b>Agriculture</b>									
<b>No. of Rooms = 1</b>									
AG 203	111	2,073	173	12	103	2,922	16.9	29	59%
<b>Health, Phys Ed &amp; Sports Science</b>									
<b>No. of Rooms = 1</b>									
PE 245	111	1,873	141	13	49	1,206	8.6	23	37%
<b>Lab Sciences East</b>									
<b>No. of Rooms = 1</b>									
LSE 219E	111	1,948	187	10	121	4,838	25.9	40	65%
<b>141 - 187 Capacity Group Summary</b>									
<b>Average</b>		1,965	167	12	91		17.9	31	56%
<b>Total</b>		5,894	501			8,966		92	

### Classroom Utilization Analysis by Capacity

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>CAMPUS</b>									
	<b>AVERAGE</b>	791	41	21	25		15.4	24	68%
	<b>TOTAL</b>	127,331	6,663			102,663		3,878	
	<b>NO. OF ROOMS</b>	161							



## APPENDIX C - TEACHING LABORATORY UTILIZATION BY BUILDING

### Teaching Laboratory Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<b>Agriculture</b>									<b>No. of Rooms = 6</b>
AG 111	210	1,087	21	52	13	26	1.2	2	62%
AG 113A	212	1,024	16	64	11	96	6.0	9	67%
AG 131	210	1,590	13	122	0	0	0.0	0	0%
AG 242	212	763	26	29	17	191	7.3	11	67%
AG 244	212	497	10	50	0	0	0.0	0	0%
AG 311	212	1,233	27	46	19	171	6.3	9	70%
<i>Average</i>		1,032	19	60	10		4.3	5	67%
<i>Total</i>		6,194	113			484		31	
<b>Business</b>									<b>No. of Rooms = 2</b>
BU 221	212	873	31	28	24	642	20.7	27	77%
BU 426	210	858	25	34	19	57	2.3	3	76%
<i>Average</i>		866	28	31	21		12.5	15	77%
<i>Total</i>		1,731	56			699		30	
<b>Education &amp; Communications</b>									<b>No. of Rooms = 4</b>
EDCOMM 206	212	601	16	38	8	90	5.6	12	47%
EDCOMM 209	212	893	21	43	17	433	20.6	26	81%
EDCOMM 218	212	1,469	15	98	9	196	13.1	22	59%
EDCOMM 231	212	629	15	42	11	168	11.2	15	75%
<i>Average</i>		898	17	55	11		13.2	19	68%
<i>Total</i>		3,592	67			887		75	
<b>Equine Center Stall Barn</b>									<b>No. of Rooms = 1</b>
EQC 110	210	552	19	29	9	95	5.0	11	45%
<i>Average</i>		552	19	29	9		5.0	11	45%
<i>Total</i>		552	19			95		11	
<b>Eugene W. Smith Hall</b>									<b>No. of Rooms = 1</b>
ESMITH 312	212	871	24	36	25	229	9.5	9	106%
<i>Average</i>		871	24	36	25		9.5	9	106%
<i>Total</i>		871	24			229		9	
<b>Farm Animal Science Classroom Bldg</b>									<b>No. of Rooms = 1</b>
FARMAS 103	210	714	18	40	18	157	8.7	9	97%
<i>Average</i>		714	18	40	18		8.7	9	97%
<i>Total</i>		714	18			157		9	
<b>Farm Plant Science</b>									<b>No. of Rooms = 2</b>
FARMPS 107	210	672	28	24	21	126	4.5	6	75%
FARMPS 108	210	440	12	37	0	0	0.0	0	0%

### Teaching Laboratory Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
<i>Average</i>		556	20	30	11		3.2	3	75%
<i>Total</i>		1,112	40			126		6	
<b>Fine Arts</b>									
<b>No. of Rooms = 5</b>									
FA 104	113	1,789	20	89	17	408	20.4	24	85%
FA 105	113	1,336	18	74	14	356	19.8	24	84%
FA 107	113	863	20	43	14	162	8.1	12	68%
FA 142	112	2,518	90	28	48	1,536	17.1	22	78%
FA 144	112	1,745	70	25	25	582	8.3	22	38%
<i>Average</i>		1,650	44	52	24		14.0	21	71%
<i>Total</i>		8,251	218			3,044		104	
<b>Fine Arts Annex</b>									
<b>No. of Rooms = 5</b>									
AA 101	113	2,514	17	148	15	257	15.1	17	88%
AA 101A	113	1,168	21	56	19	341	16.3	18	92%
AA 204	212	820	20	41	14	582	29.1	41	71%
AA 208	212	626	20	31	14	249	12.5	17	72%
AA 209	113	750	20	38	14	397	19.8	29	68%
<i>Average</i>		1,176	20	63	15		18.6	24	76%
<i>Total</i>		5,878	98			1,826		122	
<b>Fowler Center For Performing Arts</b>									
<b>No. of Rooms = 1</b>									
FC 134	112	2,433	20	122	12	259	13.0	22	59%
<i>Average</i>		2,433	20	122	12		13.0	22	59%
<i>Total</i>		2,433	20			259		22	
<b>Health, Phys Ed &amp; Sports Science</b>									
<b>No. of Rooms = 2</b>									
PE 134	210	2,872	38	76	33	694	18.3	21	87%
PE 327	210	922	16	58	10	95	5.9	10	59%
<i>Average</i>		1,897	27	67	21		14.6	16	78%
<i>Total</i>		3,794	54			789		31	
<b>International Student Center</b>									
<b>No. of Rooms = 1</b>									
IEC 208	212	552	21	26	18	173	8.2	9	91%
<i>Average</i>		552	21	26	18		8.2	9	91%
<i>Total</i>		552	21			173		9	
<b>Lab Sciences East</b>									
<b>No. of Rooms = 8</b>									
LSE 106E	210	652	13	50	0	0	0.0	0	0%
LSE 203E	212	647	14	46	6	18	1.3	3	43%
LSE 307E	240	1,259	36	35	35	616	17.1	18	97%
LSE 402E	210	9,791	65	151	46	1,037	16.0	23	69%

### Teaching Laboratory Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
LSE 403E	210	1,152	24	48	6	69	2.9	9	32%
LSE 404E	210	1,219	24	51	21	233	9.7	11	86%
LSE 502E	210	1,632	40	41	31	366	9.2	12	76%
LSE 505E	210	1,248	18	69	4	45	2.5	11	22%
<i>Average</i>		2,200	29	61	18		10.2	11	67%
<i>Total</i>		17,600	234			2,383		87	

Lab Sciences West									No. of Rooms = 16
LSW 154W	240	1,114	9	124	0	0	0.0	0	0%
LSW 156W	240	853	14	61	12	111	7.9	9	88%
LSW 157W	212	634	18	35	13	78	4.3	6	72%
LSW 230W	240	1,015	14	73	11	33	2.4	3	79%
LSW 235W	240	739	15	49	0	0	0.0	0	0%
LSW 236W	210	1,240	28	44	16	306	10.9	19	59%
LSW 240W	240	1,276	13	98	9	27	2.1	3	69%
LSW 333W	240	1,403	43	33	45	360	8.4	8	105%
LSW 341W	210	1,356	36	38	35	418	11.6	12	97%
LSW 343W	210	1,356	36	38	30	484	13.4	16	84%
LSW 433W	210	1,403	36	39	31	1,132	31.4	36	87%
LSW 434W	210	1,396	36	39	24	407	11.3	16	71%
LSW 441W	210	1,297	36	36	36	356	9.9	10	99%
LSW 442W	210	1,297	36	36	36	214	5.9	6	99%
LSW 545W	210	928	11	84	10	77	7.0	8	91%
LSW 546W	210	1,193	30	40	28	400	13.3	14	95%
<i>Average</i>		1,156	26	54	21		10.7	10	85%
<i>Total</i>		18,500	411			4,403		165	

Nursing & Health Professions									No. of Rooms = 8
NHP 117	240	1,022	30	34	30	60	2.0	2	100%
NHP 119	240	711	20	36	22	190	9.5	8	119%
NHP 120	240	1,978	30	66	30	664	22.1	23	98%
NHP 201	210	1,016	20	51	9	56	2.8	6	46%
NHP 302	212	991	30	33	13	39	1.3	3	43%
NHP 304	210	1,092	32	34	9	164	5.1	18	28%
NHP 413	210	364	12	30	6	45	3.8	7	51%
NHP 415	210	419	12	35	7	70	5.8	10	58%
<i>Average</i>		949	23	40	16		6.9	10	68%
<i>Total</i>		7,593	186			1,287		77	

Reynolds Ctr For Health Sciences									No. of Rooms = 4
DRC 303	210	826	17	49	0	0	0.0	0	0%
DRC 324	210	2,673	45	59	32	443	9.8	12	79%
DRC 325	210	766	8	96	7	84	10.5	12	88%
DRC 329	210	761	8	95	8	99	12.4	13	95%

### Teaching Laboratory Utilization Analysis by Building

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
	<i>Average</i>	1,257	20	75	12		8.0	9	87%
	<i>Total</i>	5,026	78			626		37	
<b>Wilson Hall</b>									<b><i>No. of Rooms = 1</i></b>
W 317	212	1,026	47	22	15	297	6.3	21	30%
	<i>Average</i>	1,026	47	22	15		6.3	21	30%
	<i>Total</i>	1,026	47			297		21	
	<b>AVERAGE</b>	1,256	25	54	17		10.4	12	74%
	<b>TOTAL</b>	85,419	1,704			17,764		846	
	<b>NO. OF ROOMS</b>	68							



## APPENDIX D - OFFICE SPACE GUIDELINE APPLICATION

### College of Agriculture & Technology Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Director	180	1.00	1	180		1.00	1	180	
Chair	160	1.00	1	160		1.00	1	160	
Assoc/Asst Director	160	1.00	1	160		1.00	1	160	
Faculty	140	16.00	16	2,240		18.00	18	2,520	
Research Faculty	140	1.00	1	140		1.00	1	140	
Instructor	140	4.00	4	560		5.00	5	700	
Part Time Faculty	70	1.50	3	210		2.00	3	210	
Technical/Paraprofessional	120	3.00	3	360		3.00	3	360	
Secretarial & Clerical	120	2.00	2	240		2.00	2	240	
Research Assoc/Asst	70	3.00	3	210		3.00	3	210	
Graduate Assistant	35	1.32	4	140		1.00	5	175	
Student Worker	35	1.40	4	140		1.00	4	140	
Hourly Worker	35	1.40	4	140		1.00	4	140	
Support Staff (No Office Needed)	0	2.00	2	0		2.00	2	0	
Student Worker (No Office Needed)	0	5.25	15	0		5.00	16	0	
Crafts & Trades	0	1.00	1	0		1.00	1	0	
<b>Total Office Space</b>				<b>4,880</b>	<b>5,382</b>			<b>5,335</b>	<b>5,382</b>
<i>Total Service Space</i>				<i>960</i>	<i>579</i>			<i>1,050</i>	<i>579</i>
<i>Total Conference Room Space</i>				<i>690</i>	<i>419</i>			<i>750</i>	<i>419</i>
<b>TOTAL</b>		<b>45.87</b>	<b>65</b>	<b>6,530</b>	<b>6,380</b>	<b>48.00</b>	<b>70</b>	<b>7,135</b>	<b>6,380</b>
<i>Surplus/(Deficit)</i>				<i>(150)</i>				<i>(755)</i>	

## College of Business Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Assoc/Asst Dean	180	1.00	1	180		1.00	1	180	
Director	180	4.00	4	720		4.00	4	720	
Chair	160	3.00	3	480		3.00	3	480	
Assoc/Asst Director	160	1.00	1	160		1.00	1	160	
Faculty	140	33.00	33	4,620		37.00	37	5,180	
Instructor	140	6.00	6	840		7.00	7	980	
Part Time Faculty	70	1.50	3	210		2.00	3	210	
Professional	140	7.00	7	980		7.00	7	980	
Technical/Paraprofessional	120	1.00	1	120		1.00	1	120	
Secretarial & Clerical	120	7.00	7	840		7.00	7	840	
Graduate Assistant	35	2.97	9	315		4.00	9	315	
Support Staff (No Office Needed)	0	0.50	1	0		1.00	1	0	
Student Worker (No Office Needed)	0	5.60	16	0		6.00	16	0	
<b>Total Office Space</b>				<b>9,715</b>	<b>10,718</b>			<b>10,415</b>	<b>10,718</b>
<i>Total Service Space</i>				<i>2,010</i>	<i>1,053</i>			<i>2,160</i>	<i>1,053</i>
<i>Total Conference Room Space</i>				<i>1,490</i>	<i>1,147</i>			<i>1,565</i>	<i>1,147</i>
<b>TOTAL</b>		<b>74.57</b>	<b>93</b>	<b>13,215</b>	<b>12,918</b>	<b>82.00</b>	<b>98</b>	<b>14,140</b>	<b>12,918</b>
<i>Surplus/(Deficit)</i>				<i>(297)</i>				<i>(1,222)</i>	

## College of Communications

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Assoc/Asst Dean	180	0.00	0	0		1.00	1	180	
Director	180	3.00	3	540		3.00	3	540	
Chair	160	3.00	3	480		3.00	3	480	
Faculty	140	12.00	12	1,680		14.00	14	1,960	
Instructor	140	9.00	9	1,260		10.00	10	1,400	
Part Time Faculty	70	3.00	6	420		3.00	7	490	
Professional	140	2.00	2	280		2.00	2	280	
Technical/Paraprofessional	120	12.00	12	1,440		12.00	12	1,440	
Secretarial & Clerical	120	4.00	4	480		4.00	4	480	
Graduate Assistant	35	4.29	13	455		5.00	15	525	
Support Staff (No Office Needed)	0	1.00	2	0		2.00	2	0	
Student Worker (No Office Needed)	0	4.20	12	0		3.00	12	0	
<b>Total Office Space</b>				<b>7,285</b>	<b>6,993</b>			<b>8,025</b>	<b>6,993</b>
<i>Total Service Space</i>				<i>1,560</i>	<i>563</i>			<i>1,710</i>	<i>563</i>
<i>Total Conference Room Space</i>				<i>1,220</i>	<i>789</i>			<i>1,360</i>	<i>789</i>
<b>TOTAL</b>		<b>58.49</b>	<b>79</b>	<b>10,065</b>	<b>8,345</b>	<b>63.00</b>	<b>86</b>	<b>11,095</b>	<b>8,345</b>
<i>Surplus/(Deficit)</i>				<i>(1,720)</i>				<i>(2,750)</i>	

## College of Education

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Assoc/Asst Dean	180	1.00	1	180		1.00	1	180	
Director	180	3.00	3	540		3.00	3	540	
Chair	160	4.00	4	640		4.00	4	640	
Faculty	140	55.00	55	7,700		61.00	61	8,540	
Instructor	140	23.00	23	3,220		25.00	25	3,500	
Part Time Faculty	70	12.00	24	1,680		14.00	28	1,960	
Professional	140	47.50	48	6,720		51.00	51	7,140	
Technical/Paraprofessional	120	37.00	37	4,440		39.00	39	4,680	
Secretarial & Clerical	120	22.00	22	2,640		22.00	22	2,640	
Graduate Assistant	35	8.58	26	910		9.00	30	1,050	
Professional (No Office Needed)	0	37.00	37	0		39.00	39	0	
Support Staff (No Office Needed)	0	4.50	8	0		6.00	8	0	
Grad Student (No Office Needed)	0	2.31	7	0		2.00	7	0	
Student Worker (No Office Needed)	0	10.15	29	0		11.00	30	0	
Hourly Worker (No Office Needed)	0	49.35	141	0		53.00	150	0	
<b>Total Office Space</b>				<b>28,670</b>	<b>18,834</b>			<b>30,870</b>	<b>22,004</b>
<i>Total Service Space</i>				<i>6,510</i>	<i>2,771</i>			<i>7,020</i>	<i>2,771</i>
<i>Total Conference Room Space</i>				<i>3,925</i>	<i>2,581</i>			<i>4,240</i>	<i>2,581</i>
<b>TOTAL</b>		<b>316.39</b>	<b>465</b>	<b>39,105</b>	<b>24,186</b>	<b>340.00</b>	<b>498</b>	<b>42,130</b>	<b>27,356</b>
<i>Surplus/(Deficit)</i>				<i>(14,919)</i>				<i>(14,774)</i>	

## College of Engineering

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Faculty	140	13.00	13	1,820		20.00	20	2,800	
Instructor	140	2.00	2	280		4.00	4	560	
Part Time Faculty	70	2.00	4	280		3.00	6	420	
Professional	140	2.00	2	280		2.00	2	280	
Technical/Paraprofessional	120	1.00	1	120		1.00	1	120	
Secretarial & Clerical	120	1.00	1	120		1.00	1	120	
Graduate Assistant	35	0.99	3	105		0.00	6	210	
Student Worker	35	0.35	1	35		0.00	1	35	
Student Worker (No Office Needed)	0	2.45	7	0		3.00	7	0	
<b>Total Office Space</b>				<b>3,290</b>	<b>4,378</b>			<b>4,795</b>	<b>4,378</b>
<i>Total Service Space</i>				<i>720</i>	<i>159</i>			<i>1,050</i>	<i>159</i>
<i>Total Conference Room Space</i>				<i>440</i>	<i>176</i>			<i>650</i>	<i>176</i>
<b>TOTAL</b>		<b>25.79</b>	<b>35</b>	<b>4,450</b>	<b>4,713</b>	<b>35.00</b>	<b>49</b>	<b>6,495</b>	<b>4,713</b>
<i>Surplus/(Deficit)</i>				<i>263</i>				<i>(1,782)</i>	

## College of Fine Arts Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Director	180	2.00	2	360		2.00	2	360	
Chair	160	3.00	3	480		3.00	3	480	
Faculty	140	5.00	5	700		6.00	6	840	
Faculty (Studio)	180	29.00	29	5,220		33.00	33	5,940	
Instructor	140	4.00	4	560		4.00	4	560	
Part Time Faculty	70	3.50	7	490		4.00	8	560	
Secretarial & Clerical	120	5.00	5	600		5.00	5	600	
Graduate Assistant	35	5.28	16	560		6.00	17	595	
Support Staff (No Office Needed)	0	1.50	3	0		2.00	3	0	
Student Worker (No Office Needed)	0	7.35	21	0		8.00	22	0	
<b>Total Office Space</b>				<b>9,220</b>	<b>10,625</b>			<b>10,185</b>	<b>10,625</b>
<i>Total Service Space</i>				<i>1,680</i>	<i>1,660</i>			<i>1,860</i>	<i>1,660</i>
<i>Total Conference Room Space</i>				<i>1,290</i>	<i>1,073</i>			<i>1,395</i>	<i>1,073</i>
<b>TOTAL</b>		<b>66.63</b>	<b>96</b>	<b>12,190</b>	<b>13,358</b>	<b>74.00</b>	<b>104</b>	<b>13,440</b>	<b>13,358</b>
<i>Surplus/(Deficit)</i>				<i>1,168</i>				<i>(82)</i>	

## College of Humanities & Social Sciences

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Assoc/Asst Dean	180	1.00	1	180		1.00	1	180	
Chair	160	4.00	4	640		4.00	4	640	
Faculty	140	62.00	62	8,680		70.00	70	9,800	
Instructor	140	27.00	27	3,780		31.00	31	4,340	
Part Time Faculty	70	9.50	19	1,330		12.00	21	1,470	
Professional	140	1.00	1	140		1.00	1	140	
Secretarial & Clerical	120	8.00	8	960		8.00	8	960	
Graduate Assistant	35	14.52	44	1,540		15.00	50	1,750	
Support Staff (No Office Needed)	0	1.50	3	0		2.00	3	0	
Student Worker (No Office Needed)	0	5.25	15	0		5.00	15	0	
<b>Total Office Space</b>				<b>17,250</b>	<b>19,782</b>			<b>19,280</b>	<b>25,030</b>
<i>Total Service Space</i>				<i>3,660</i>	<i>891</i>			<i>4,080</i>	<i>891</i>
<i>Total Conference Room Space</i>				<i>2,665</i>	<i>650</i>			<i>2,965</i>	<i>650</i>
<b>TOTAL</b>		<b>133.77</b>	<b>184</b>	<b>23,575</b>	<b>21,323</b>	<b>149.00</b>	<b>204</b>	<b>26,325</b>	<b>26,571</b>
<i>Surplus/(Deficit)</i>				<i>(2,252)</i>				<i>246</i>	

## College of Nursing & Health Professions

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Chair	160	5.00	5	800		5.00	5	800	
Faculty	140	57.00	57	7,980		64.00	64	8,960	
Instructor	140	5.00	5	700		5.00	5	700	
Part Time Faculty	70	30.50	61	4,270		35.00	69	4,830	
Professional	140	11.00	11	1,540		11.00	11	1,540	
Technical/Paraprofessional	120	1.00	1	120		1.00	1	120	
Secretarial & Clerical	120	11.00	11	1,320		11.00	11	1,320	
Graduate Assistant	35	3.96	12	420		4.00	13	455	
Faculty (No Office Needed)	0	10.00	10	0		11.00	11	0	
Professional (No Office Needed)	0	1.00	1	0		1.00	1	0	
Support Staff (No Office Needed)	0	8.50	17	0		10.00	18	0	
Student Worker (No Office Needed)	0	11.20	32	0		11.00	34	0	
Hourly Worker (No Office Needed)	0	0.35	1	0		0.00	1	0	
<b>Total Office Space</b>				<b>17,400</b>	<b>14,939</b>			<b>18,975</b>	<b>14,939</b>
<i>Total Service Space</i>				<i>4,560</i>	<i>1,549</i>			<i>5,010</i>	<i>1,549</i>
<i>Total Conference Room Space</i>				<i>2,670</i>	<i>1,961</i>			<i>2,910</i>	<i>1,961</i>
<b>TOTAL</b>		<b>156.51</b>	<b>225</b>	<b>24,630</b>	<b>18,449</b>	<b>170.00</b>	<b>245</b>	<b>26,895</b>	<b>18,449</b>
<i>Surplus/(Deficit)</i>				<i>(6,181)</i>				<i>(8,446)</i>	



## College of Sciences & Mathematics

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Assoc/Asst Dean	180	1.00	1	180		1.00	1	180	
Chair	160	4.00	4	640		4.00	4	640	
Faculty	140	57.00	57	7,980		64.00	64	8,960	
Instructor	140	18.00	18	2,520		20.00	20	2,800	
Part Time Faculty	70	2.50	5	350		4.00	5	350	
Professional	140	9.00	9	1,260		9.00	9	1,260	
Technical/Paraprofessional	120	4.00	4	480		4.00	4	480	
Secretarial & Clerical	120	7.00	7	840		7.00	7	840	
Research Assoc/Asst	70	18.33	19	1,330		21.00	21	1,470	
Graduate Assistant	35	17.49	53	1,855		20.00	60	2,100	
Student Worker	35	3.50	10	350		2.00	10	350	
Hourly Worker	35	0.35	1	35		0.00	1	35	
Support Staff (No Office Needed)	0	2.00	4	0		3.00	4	0	
Student Worker (No Office Needed)	0	18.55	53	0		19.00	56	0	
<b>Total Office Space</b>				<b>18,070</b>	<b>18,833</b>			<b>19,715</b>	<b>18,833</b>
<i>Total Service Space</i>				<i>3,180</i>	<i>3,611</i>			<i>3,450</i>	<i>3,611</i>
<i>Total Conference Room Space</i>				<i>2,880</i>	<i>545</i>			<i>3,150</i>	<i>545</i>
<b>TOTAL</b>		<b>163.72</b>	<b>246</b>	<b>24,130</b>	<b>22,989</b>	<b>179.00</b>	<b>267</b>	<b>26,315</b>	<b>22,989</b>
<i>Surplus/(Deficit)</i>				<i>(1,141)</i>				<i>(3,326)</i>	

## Continuing Education & Community Outreach Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Director	180	2.00	2	360		2.00	2	360	
Instructor	140	1.00	1	140		1.00	1	140	
Professional	140	4.00	4	560		4.00	4	560	
Technical/Paraprofessional	120	1.00	1	120		1.00	1	120	
Secretarial & Clerical	120	7.00	7	840		7.00	7	840	
Hourly Worker	35	0.70	2	70		1.00	2	70	
Support Staff (No Office Needed)	0	5.00	10	0		5.00	11	0	
Student Worker (No Office Needed)	0	5.25	15	0		6.00	16	0	
<b>Total Office Space</b>				<b>2,340</b>	<b>1,966</b>			<b>2,340</b>	<b>1,966</b>
<i>Total Service Space</i>				<i>480</i>	<i>848</i>			<i>480</i>	<i>848</i>
<i>Total Conference Room Space</i>				<i>345</i>	<i>210</i>			<i>345</i>	<i>210</i>
<b>TOTAL</b>		<b>26.95</b>	<b>43</b>	<b>3,165</b>	<b>3,024</b>	<b>28.00</b>	<b>45</b>	<b>3,165</b>	<b>3,024</b>
<i>Surplus/(Deficit)</i>				<i>(141)</i>				<i>(141)</i>	

## Graduate School Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Assoc/Asst Dean	180	0.00	0	0		1.00	1	180	
Professional	140	1.00	1	140		1.00	1	140	
Technical/Paraprofessional	120	0.00	0	0		1.00	1	120	
Secretarial & Clerical	120	4.00	4	480		4.00	4	480	
Graduate Assistant	35	0.66	2	70		1.00	2	70	
Grad Student (No Office Needed)	0	1.98	6	0		2.00	6	0	
<b>Total Office Space</b>				<b>940</b>	<b>1,654</b>			<b>1,240</b>	<b>1,654</b>
<i>Total Service Space</i>				<i>180</i>	<i>953</i>			<i>240</i>	<i>953</i>
<i>Total Conference Room Space</i>				<i>155</i>	<i>457</i>			<i>220</i>	<i>457</i>
<b>TOTAL</b>		<b>8.64</b>	<b>14</b>	<b>1,275</b>	<b>3,064</b>	<b>11.00</b>	<b>16</b>	<b>1,700</b>	<b>3,064</b>
<b>Surplus/(Deficit)</b>				<b>1,789</b>				<b>1,364</b>	

## Honors College Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	1.00	1	250		1.00	1	250	
Director	180	1.00	1	180		1.00	1	180	
Assoc/Asst Director	160	0.00	0	0		1.00	1	160	
Secretarial & Clerical	120	1.00	1	120		1.00	1	120	
Graduate Assistant	35	0.33	1	35		0.00	1	35	
Student Worker (No Office Needed)	0	0.35	1	0		0.00	1	0	
<b>Total Office Space</b>				<b>585</b>	<b>1,204</b>			<b>745</b>	<b>1,204</b>
<i>Total Service Space</i>				<i>90</i>	<i>517</i>			<i>120</i>	<i>517</i>
<i>Total Conference Room Space</i>				<i>130</i>	<i>0</i>			<i>180</i>	<i>0</i>
<b>TOTAL</b>		<b>3.68</b>	<b>5</b>	<b>805</b>	<b>1,721</b>	<b>4.00</b>	<b>6</b>	<b>1,045</b>	<b>1,721</b>
<i>Surplus/(Deficit)</i>				<b>916</b>				<b>676</b>	

## International Programs Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Director	180	1.00	1	180		1.00	1	180	
Instructor	140	11.00	11	1,540		12.00	12	1,680	
Professional	140	6.00	6	840		6.00	6	840	
Technical/Paraprofessional	120	1.00	1	120		1.00	1	120	
Secretarial & Clerical	120	3.00	3	360		3.00	3	360	
Graduate Assistant	35	1.98	6	210		2.00	6	210	
Hourly Worker	35	0.35	1	35		0.00	1	35	
Support Staff (No Office Needed)	0	8.25	17	0		9.00	18	0	
Student Worker (No Office Needed)	0	23.45	67	0		25.00	71	0	
<b>Total Office Space</b>				<b>3,285</b>	<b>5,609</b>			<b>3,425</b>	<b>5,609</b>
<i>Total Service Space</i>				<i>660</i>	<i>820</i>			<i>690</i>	<i>820</i>
<i>Total Conference Room Space</i>				<i>455</i>	<i>201</i>			<i>470</i>	<i>201</i>
<b>TOTAL</b>		<b>56.03</b>	<b>113</b>	<b>4,400</b>	<b>6,630</b>	<b>59.00</b>	<b>119</b>	<b>4,585</b>	<b>6,630</b>
<i>Surplus/(Deficit)</i>				<i>2,230</i>				<i>2,045</i>	

## Military Science & Leadership Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Director	180	1.00	1	180		1.00	1	180	
Professional	140	5.00	5	700		5.00	5	700	
Technical/Paraprofessional	120	2.00	2	240		2.00	2	240	
Secretarial & Clerical	120	2.00	2	240		2.00	2	240	
Student Worker	35	120.00	120	4,200		128.00	128	4,480	
Support Staff (No Office Needed)	0	1.00	1	0		1.00	1	0	
<b>Total Office Space</b>				<b>5,560</b>	<b>5,649</b>			<b>5,840</b>	<b>5,649</b>
<i>Total Service Space</i>				<i>300</i>	<i>279</i>			<i>300</i>	<i>279</i>
<i>Total Conference Room Space</i>				<i>185</i>	<i>1,067</i>			<i>185</i>	<i>1,067</i>
<b>TOTAL</b>		<b>131.00</b>	<b>131</b>	<b>6,045</b>	<b>6,995</b>	<b>139.00</b>	<b>139</b>	<b>6,325</b>	<b>6,995</b>
<i>Surplus/(Deficit)</i>				<i>950</i>				<i>670</i>	

## University College Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Director	180	3.00	3	540		3.00	3	540	
Assoc/Asst Director	160	1.00	1	160		1.00	1	160	
Instructor	140	9.00	9	1,260		10.00	10	1,400	
Professional	140	10.00	10	1,400		10.00	10	1,400	
Secretarial & Clerical	120	3.00	3	360		3.00	3	360	
Graduate Assistant	35	1.98	6	210		2.00	7	245	
Student Worker	35	2.10	6	210		2.00	6	210	
Hourly Worker	35	0.70	2	70		0.00	2	70	
Support Staff (No Office Needed)	0	4.75	18	0		6.00	19	0	
Student Worker (No Office Needed)	0	11.55	33	0		13.00	34	0	
<b>Total Office Space</b>				<b>4,210</b>	<b>5,366</b>			<b>4,385</b>	<b>5,366</b>
<i>Total Service Space</i>				<i>780</i>	<i>948</i>			<i>810</i>	<i>948</i>
<i>Total Conference Room Space</i>				<i>620</i>	<i>280</i>			<i>650</i>	<i>280</i>
<b>TOTAL</b>		<b>47.08</b>	<b>91</b>	<b>5,610</b>	<b>6,594</b>	<b>50.00</b>	<b>95</b>	<b>5,845</b>	<b>6,594</b>
<i>Surplus/(Deficit)</i>				<i>984</i>				<i>749</i>	

## Academic Affairs & Research/Provost Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Provost	250	1.00	1	250		1.00	1	250	
Assoc/Asst Vice Chancellor	180	1.00	1	180		1.00	1	180	
Director	180	6.00	6	1,080		6.00	6	1,080	
Assoc/Asst Director	160	1.00	1	160		1.00	1	160	
Faculty	140	1.00	1	140		1.00	1	140	
Research Faculty	140	9.00	9	1,260		10.00	10	1,400	
Instructor	140	2.00	2	280		2.00	2	280	
Professional	140	28.00	28	3,920		29.00	29	4,060	
Technical/Paraprofessional	120	10.00	10	1,200		11.00	11	1,320	
Secretarial & Clerical	120	11.00	11	1,320		11.00	11	1,320	
Research Assoc/Asst	70	12.00	12	840		13.00	13	910	
Graduate Assistant	35	6.27	19	665		7.00	21	735	
Student Worker	35	2.80	8	280		3.00	8	280	
Hourly Worker	35	2.80	8	280		2.00	8	280	
Support Staff (No Office Needed)	0	4.00	7	0		5.00	7	0	
Student Worker (No Office Needed)	0	16.10	46	0		17.00	50	0	
Crafts & Trades	0	2.00	2	0		2.00	2	0	
<b>Total Office Space</b>				<b>11,855</b>	<b>7,013</b>			<b>12,395</b>	<b>7,013</b>
<i>Total Service Space</i>				<i>2,100</i>	<i>1,751</i>			<i>2,190</i>	<i>1,751</i>
<i>Total Conference Room Space</i>				<i>1,830</i>	<i>0</i>			<i>1,920</i>	<i>0</i>
<b>TOTAL</b>		<b>115.97</b>	<b>172</b>	<b>15,785</b>	<b>8,764</b>	<b>122.00</b>	<b>182</b>	<b>16,505</b>	<b>8,764</b>
<i>Surplus/(Deficit)</i>				<i>(7,021)</i>				<i>(7,741)</i>	



## Athletics

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Director	180	4.00	4	720		4.00	4	720	
Assoc/Asst Director	160	10.50	11	1,760		12.00	12	1,920	
Instructor	140	2.00	2	280		2.00	2	280	
Professional	140	38.00	38	5,320		40.00	40	5,600	
Secretarial & Clerical	120	7.00	7	840		7.00	7	840	
Graduate Assistant	35	2.97	9	315		3.00	10	350	
Student Worker	35	0.35	1	35		0.00	1	35	
Hourly Worker	35	12.95	37	1,295		14.00	39	1,365	
Support Staff (No Office Needed)	0	4.50	12	0		5.00	13	0	
Student Worker (No Office Needed)	0	5.25	15	0		5.00	16	0	
<b>Total Office Space</b>				<b>10,565</b>	<b>10,395</b>			<b>11,110</b>	<b>10,395</b>
<i>Total Service Space</i>				<i>1,860</i>	<i>1,661</i>			<i>1,950</i>	<i>1,661</i>
<i>Total Conference Room Space</i>				<i>1,590</i>	<i>1,013</i>			<i>1,685</i>	<i>1,013</i>
<b>TOTAL</b>		<b>87.52</b>	<b>136</b>	<b>14,015</b>	<b>13,069</b>	<b>92.00</b>	<b>144</b>	<b>14,745</b>	<b>13,069</b>
<i>Surplus/(Deficit)</i>				<i>(946)</i>				<i>(1,676)</i>	

## Chancellor Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Chancellor	350	1.00	1	350		1.00	1	350	
Professional	140	5.00	5	700		5.00	5	700	
Secretarial & Clerical	120	1.00	1	120		1.00	1	120	
Student Worker (No Office Needed)	0	1.40	4	0		1.00	4	0	
Additional Conference Space (1,800 asf)	0	1.00	1	0		1.00	1	0	
<b>Total Office Space</b>				<b>1,170</b>	<b>1,511</b>			<b>1,170</b>	<b>1,511</b>
<i>Total Service Space</i>				<i>210</i>	<i>216</i>			<i>210</i>	<i>216</i>
<i>Total Conference Room Space</i>				<i>2,340</i>	<i>2,394</i>			<i>2,340</i>	<i>2,394</i>
<b>TOTAL</b>		<b>9.40</b>	<b>12</b>	<b>3,720</b>	<b>4,121</b>	<b>9.00</b>	<b>12</b>	<b>3,720</b>	<b>4,121</b>
<i>Surplus/(Deficit)</i>				<i>401</i>				<i>401</i>	

## Finance & Administration

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Vice Chancellor	250	1.00	1	250		1.00	1	250	
Assoc/Asst Vice Chancellor	180	6.00	6	1,080		6.00	6	1,080	
Director	180	7.00	7	1,260		7.00	7	1,260	
Assoc/Asst Director	160	6.00	6	960		6.00	6	960	
Professional	140	95.50	96	13,440		102.00	102	14,280	
Technical/Paraprofessional	120	86.00	86	10,320		91.00	91	10,920	
Secretarial & Clerical	120	25.00	25	3,000		27.00	27	3,240	
Graduate Assistant	35	0.33	1	35		0.00	1	35	
Hourly Worker	35	4.55	13	455		4.00	13	455	
Student Worker (No Office Needed)	0	16.10	46	0		16.00	48	0	
Hourly Worker (No Office Needed)	0	13.65	39	0		15.00	41	0	
Crafts & Trades	0	59.00	59	0		63.00	63	0	
Service/Maintenance	0	62.00	62	0		66.00	66	0	
Additional Service Space (400 asf)	0	2.00	2	0		2.00	2	0	
Additional Service Space (1,200 asf)	0	1.00	1	0		1.00	1	0	
Additional Conference Space (1,800 asf)	0	1.00	1	0		1.00	1	0	
<b>Total Office Space</b>				<b>30,800</b>	<b>41,419</b>			<b>32,480</b>	<b>41,419</b>
<i>Total Service Space</i>				<i>8,810</i>	<i>7,418</i>			<i>9,200</i>	<i>7,418</i>
<i>Total Conference Room Space</i>				<i>5,920</i>	<i>4,913</i>			<i>6,115</i>	<i>4,913</i>
<b>TOTAL</b>		<b>386.13</b>	<b>451</b>	<b>45,530</b>	<b>53,750</b>	<b>408.00</b>	<b>476</b>	<b>47,795</b>	<b>53,750</b>
<i>Surplus/(Deficit)</i>				<i>8,220</i>				<i>5,955</i>	

## Student Affairs

### Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Dean	250	2.00	2	500		2.00	2	500	
Vice Chancellor	250	1.00	1	250		1.00	1	250	
Assoc/Asst Dean	180	10.00	10	1,800		11.00	11	1,980	
Assoc/Asst Vice Chancellor	180	2.00	2	360		2.00	2	360	
Director	180	10.00	10	1,800		10.00	10	1,800	
Assoc/Asst Director	160	7.00	7	1,120		7.00	7	1,120	
Professional	140	24.00	24	3,360		25.00	25	3,500	
Technical/Paraprofessional	120	28.25	29	3,480		37.00	37	4,440	
Secretarial & Clerical	120	30.00	30	3,600		31.00	31	3,720	
Graduate Assistant	35	0.66	2	70		0.00	2	70	
Student Worker	35	7.00	20	700		7.00	21	735	
Hourly Worker	35	4.90	14	490		4.00	14	490	
Police Officer	35	13.00	13	455		26.00	26	910	
Support Staff (No Office Needed)	0	0.50	1	0		1.00	1	0	
Student Worker (No Office Needed)	0	156.80	448	0		166.00	477	0	
Crafts & Trades	0	10.00	10	0		10.00	10	0	
Service/Maintenance	0	35.00	35	0		37.00	37	0	
Additional Service Space (400 asf)	0	4.00	4	0		4.00	4	0	
Additional Service Space (1,200 asf)	0	1.00	1	0		1.00	1	0	
Additional Service Space (2,400 asf)	0	1.00	1	0		1.00	1	0	
Additional Conference Space (900 asf)	0	1.00	1	0		1.00	1	0	
<b>Total Office Space</b>				<b>17,985</b>	<b>21,649</b>			<b>19,875</b>	<b>21,649</b>
<i>Total Service Space</i>				<i>8,650</i>	<i>7,187</i>			<i>8,980</i>	<i>7,187</i>
<i>Total Conference Room Space</i>				<i>3,775</i>	<i>3,699</i>			<i>3,975</i>	<i>3,699</i>
<b>TOTAL</b>		<b>349.11</b>	<b>665</b>	<b>30,410</b>	<b>32,535</b>	<b>384.00</b>	<b>721</b>	<b>32,830</b>	<b>32,535</b>
<i>Surplus/(Deficit)</i>				<i>2,125</i>				<i>(295)</i>	

## University Advancement Office Space Guideline Application

Staffing Type	Office Guideline ASF per Headcount	Base Year				Target Year			
		FTE	Head- count	Total Guideline ASF	Existing ASF	FTE	Head- count	Total Guideline ASF	Existing ASF
Vice Chancellor	250	1.00	1	250		1.00	1	250	
Director	180	6.00	6	1,080		6.00	6	1,080	
Assoc/Asst Director	160	2.00	2	320		2.00	2	320	
Professional	140	16.00	16	2,240		16.00	16	2,240	
Technical/Paraprofessional	120	3.00	3	360		3.00	3	360	
Secretarial & Clerical	120	2.00	2	240		2.00	2	240	
Graduate Assistant	35	0.33	1	35		0.00	1	35	
Student Worker (No Office Needed)	0	12.60	36	0		13.00	38	0	
Hourly Worker (No Office Needed)	0	0.35	1	0		0.00	1	0	
<b>Total Office Space</b>				<b>4,525</b>	<b>4,898</b>			<b>4,525</b>	<b>4,898</b>
<i>Total Service Space</i>				<i>900</i>	<i>873</i>			<i>900</i>	<i>873</i>
<i>Total Conference Room Space</i>				<i>780</i>	<i>0</i>			<i>780</i>	<i>0</i>
<b>TOTAL</b>		<b>43.28</b>	<b>68</b>	<b>6,205</b>	<b>5,771</b>	<b>43.00</b>	<b>70</b>	<b>6,205</b>	<b>5,771</b>
<i>Surplus/(Deficit)</i>				<i>(434)</i>				<i>(434)</i>	

