

6.4.1 Space Management

6.4.1/1 of 1 Space Allocation Adequate to Institutional Functions

Presentation of Findings

The mission of Old Dominion University includes a diverse program of teaching, research, and services at multiple locations. In order to determine the adequacy of space allocated to those functions, data were obtained from the biennial Space Inventory Report as submitted to the State Council for Higher Education in Virginia (SCHEV). This report is developed and maintained using the standards of the *Post-secondary Education Facilities Inventory and Classification Manual (1992)* from the National Center for Education Statistics and the procedures from SCHEV's *Guidelines for Higher Education Fixed Assets for Educational and General Programs (1995)*.

The University's space is divided into six areas using the SCHEV procedures: (a) Instructional and Academic Support, (b) Library, (c) Research, (d) Public Service, (e) Student Services and Institutional Support, and (f) Physical Plant.

Table 6.4.1-1 uses the most recent space-inventory report data comparing the currently authorized amount of space in each of the six categories with the amount of current (and funded) space. This comparison identifies a space shortfall of approximately 13,000 net assignable square feet (NASF) in the Instructional and Academic Support category and 47,000 NASF in the Research category. During the most recent session of the General Assembly, the University received appropriations for the construction of an 80,000 GSF facility (approximately 52,000 NASF), which will address the Instructional, Academic, and Research support shortfall through the allocation of space in the new facility and subsequent re-allocations within existing buildings. Projected space needs during the six-year capital budgeting period will be addressed through the construction of several additional academic facilities and selected reallocations of existing space.

**Table 6.4.1-1
Current Space Inventory vs. Council of Higher Education for Virginia Standards, 2000-01**

| SCHEV Categories | Fall 2000 Inventory | SCHEV Guideline Calculation | Capital Construction | Recovered from Planned Demolition | Future Balance |
|---|---------------------|-----------------------------|-------------------------|-----------------------------------|----------------|
| Instructional & Academic Support | 384,261 | 445,900 | 67,752 (See note 1.) | (19,068) (See Note 2.) | (12,955) |
| Library | 163,472 | 163,472 | 0 | 0 | 0 |
| Research | 150,620 | 197,687 | 0 | 0 | (47,067) |
| Public Service | 13,993 | 13,993 | 0 | 0 | 0 |
| Student Services & Institutional Support | 105,259 | 96,908 | 0 | 0 | 8,351 |
| Physical Plant | 38,769 | 37,392 | 0 | 0 | 1,377 |
| TOTAL | 856,374 | 955,352 | 67,752 | (19,068) | (50,294) |

Note 1: This is the Constant Hall (67,752) renovation and in-fill net

Note 2: This is the square feet to be removed from the inventory when the Oceanography Administration (1,775) and Old Oceanography Bldg (17,293) are demolished.

Public institutions in the Commonwealth of Virginia must comply with specific management standards. Several of these standards address the use of space. These

include room and station use for both general-purpose classrooms and instructional labs. Table 6.4.1-2 identifies the University's reported space utilization to SCHEV for the last six biennial reporting periods (1990-2000). This table shows that the institution has complied with the utilization management standards and has adequate instructional space.

Table 6.4.1-2
Old Dominion University, Classroom & Laboratory Utilization, 1990-2000

| CLASSROOM | Standard | 1990 | 1992 | 1994 | 1996 | 1998 | 2000 |
|---------------------------------|-----------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Weekly Hours of Room Use | 40 | 40 | 39 | 34 | 46 | 45 | 42 |
| Percent of Occupancy | 60% | 65% | 65% | 62% | 51% | 66% | 67 |
| Net Utilization | 24 | 26 | 25 | 21 | 23 | 29 | 28 |
| No. of Classrooms | | Unknown | Unk. | 119 | 111 | 111 | 109 |
| LABORATORY | Standard | 1990 | 1992 | 1994 | 1996 | 1998 | 2000 |
| Weekly Hours of Room Use | 24 | 16 | 22 | 25 | 33 | 27 | 25 |
| Percent of Occupancy | 75% | 79% | 88% | 69% | 72% | 87% | 86 |
| Net Utilization | 18 | 13 | 19 | 17 | 24 | 24 | 22 |
| No. of Laboratories | | Unk. | Unk. | 69 | 73 | 62 | 50 |

The responsibility for the allocation and management of space for the University belongs to the President. The University Space Committee, chaired by the Provost and consisting of the institution's executive officers, periodically reviews the assignment and utilization of space and makes space allocation and utilization recommendations to the President for approval. It seems appropriate that there should be a longer-range perspective on such actions and inclusion of them in regular capital and facilities activities.

Conclusion

The University is in compliance with the SACS/COC *Criteria*.

Recommendation

None.

Suggestions

6.4.1/1of 1 *Space allocated to an institutional function must be adequate for the effective conduct of that function.*

The implementation of the University's Six-Year Capital Budget Request, which focuses on the renewal of the buildings and the major mechanical and electrical systems of the University's main campus facilities, should also incorporate modifications to the internal configuration and allocation of space to reflect projected use and program needs.

**Must Statement Compliance Table
6.4.1 Space Management**

| Must Statement | Compliance Statement | Supporting Documentation <u>Exhibit Numbering Key:</u> Criteria#/MustStatement#:Exhibit |
|---|-----------------------------|--|
| <p>6.4.1 Space allocated to any institutional function must be adequate for the effective conduct of that function.</p> | <p>Compliance</p> | <p>6.4.1/01:01 Post-secondary Education Facilities Inventory and Classification Manual (1992)</p> <p>6.4.1/01:02 Guidelines for Higher Education Fixed Assets for Educational and General Programs (SCHEV)</p> <p>6.4.1/01:03 Six-Year Capital Budget Request (2002-08)</p> <p>6.4.1/01:04 July 2001 Classroom and Laboratory Utilization Report (SCHEV)</p> |