University of Wisconsin-Whitewater
Space Needs Assessment

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Contents

Executive Summary

As part of the University of Wisconsin – Whitewater campus master planning effort, the planning team conducted a space needs assessment. The assessment quantifies the amount of space the University currently has including how much space the University will have after current construction and renovations are completed. The assessment then compares how much space UW-Whitewater has now to how much will be needed at the planned enrollment level. The space overage (surplus) or space need (deficit) was generated from this comparison. The resulting assessment report is prepared by space category and then distributed by primary unit.

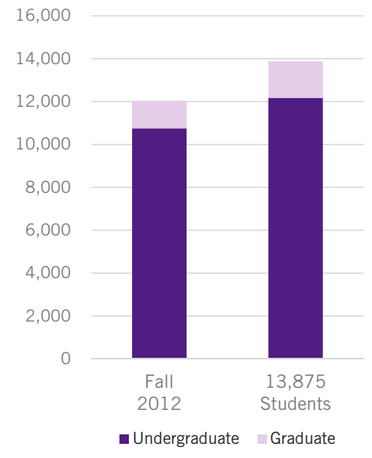
Introduction

The space needs assessment is quantitative; while space quality is addressed in the rest of the master planning process. All space is identified in terms of indoor net assignable square feet (NASF). NASF excludes public corridors, stair wells, mechanical rooms, public restrooms, and structural areas.

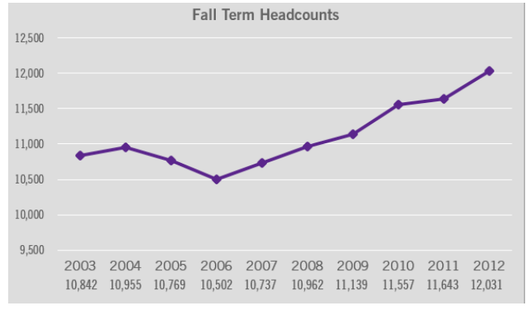
The needs assessment is developed by space category and then distributed by primary unit. Included as primary units are the colleges and the major administrative areas. The space metrics used to generate the analysis are from a variety of sources: the University of Wisconsin System, other normative metrics applicable to institutions similar to UW-Whitewater, benchmarking, and the experience of the consultant team.

On-campus individual work sessions were held with a wide-range of UW-Whitewater stakeholders. Vice Chancellors, Deans, various Directors as well as the planning committee supplied empirical information that helped formulate the needs assessment.

The data used in the assessment was provided by the University using Fall 2012 as the snapshot in time. UW-Whitewater supplied Fall 2012 course data with enrollments, a room-by-room facilities inventory, an employee file, and future projections. During the course of the study, the facilities inventory was audited for accuracy. The Fall 2012 course data was supplemented with additional data not originally provided. All data were reviewed for accuracy by not only the planning team but by the Deans of the colleges, Vice Chancellors, and the Provost.



ENROLLMENT GROWTH



	Monday	Tuesday	Wednesday	Thursday	Friday	*Average
8:30 PM	25% 31 Rooms	27% 33 Rooms	24% 30 Rooms	13% 16 Rooms	0% 0 Rooms	23% 28 Rooms
6:15 PM	36% 45 Rooms	38% 47 Rooms	34% 42 Rooms	17% 21 Rooms	0% 0 Rooms	31% 39 Rooms
5:15 PM	18% 22 Rooms	15% 19 Rooms	15% 19 Rooms	10% 12 Rooms	0% 0 Rooms	15% 18 Rooms
3:45 PM	59% 73 Rooms	44% 55 Rooms	61% 76 Rooms	43% 53 Rooms	2% 3 Rooms	52% 64 Rooms
2:15 PM	84% 104 Rooms	85% 105 Rooms	85% 106 Rooms	85% 105 Rooms	6% 7 Rooms	85% 105 Rooms
12:30 PM	83% 103 Rooms	93% 115 Rooms	89% 110 Rooms	92% 114 Rooms	30% 37 Rooms	90% 111 Rooms
11:00 AM	88% 109 Rooms	86% 107 Rooms	92% 114 Rooms	88% 109 Rooms	52% 65 Rooms	89% 110 Rooms
9:55 AM	73% 91 Rooms	91% 113 Rooms	80% 99 Rooms	90% 112 Rooms	46% 57 Rooms	84% 104 Rooms
9:30 AM	67% 83 Rooms	85% 106 Rooms	73% 90 Rooms	86% 107 Rooms	38% 47 Rooms	78% 97 Rooms
8:50 AM	52% 65 Rooms	38% 47 Rooms	57% 71 Rooms	39% 48 Rooms	37% 46 Rooms	47% 58 Rooms
8:00 AM	10% 12 Rooms	28% 35 Rooms	10% 13 Rooms	29% 36 Rooms	2% 3 Rooms	19% 24 Rooms

Total classrooms = 124

SCHEDULED CLASSROOM USE BY DAY AND TIME - FALL 2012 * The average is calculated on Monday through Thursday use.
(Darker colors indicate a large percentage of rooms are scheduled.)

	UW Whitewater	UW System
Weekly Rooms Hours	31	35
Percent of Seats Filled	61%	70%
Weekly Seat Hours	18.4	24.5

CLASSROOM UTILIZATION COMPARISON

	UW Whitewater	UW System
Weekly Rooms Hours	20	24
Percent of Seats Filled	76%	80%
Weekly Seat Hours	14.8	19.2

CLASS LABORATORY UTILIZATION COMPARISON

Assumptions

- Enrollments are expected to increase by 15% from 12,030 student headcount to 13,875 student headcounts representing a 13% growth in Undergraduate students and a 33% growth in Graduate students.
- No change in student faculty ratio is expected. Therefore, the number of employees are expected to grow as follows: 15% increase in faculty and an 8% increase in staff, which is half that of the faculty growth rate.
- A very conservative growth in library holdings is expected at about 0.75% per year.
- The future amount of space includes: (1) the expansion and renovation of Laurentide Hall; (2) White Hall and McCutchan Hall eventually coming off-line; and (3) the reallocation of space in Winther, Heide, and McCutchan Halls. For details of this space reallocation, refer to the section on Study Assumptions. White and McCutchan Halls will be used as swing space for renovations until such time as they are permanently taken off-line.

Overview of Outcomes

Classroom Utilization

- On average, the University schedules its 124 classrooms for 31 hours per week at a 60% seat fill rate. This equates to about 18.4 weekly seat hours. Currently the University of Wisconsin System utilization targets are 35 hours per week with a 70% seat fill rate which is 24.5 weekly seat hours. UW-Whitewater schedules its classrooms 25% less than the existing UW System target.
- Peak times on campus are from 9:30 AM through 3:00 PM, Monday through Thursday. On Friday, 50% fewer rooms are scheduled than what is normally scheduled Monday through Thursday during those same times. There is very little usage on Saturday.
- General access classrooms are scheduled on average twice as much as departmentally held classrooms at 32 hours per week with a 61% seat fill rate for 19.2 weekly seat hours. To achieve maximum utilization of all classrooms, the University should not support the practice of departmentally held classrooms.
- Two classrooms did not have scheduled use and ten more classrooms had fewer than 20 hours of scheduled time. For more information, see the detailed section on Classroom and Class Lab Utilization, page 15.
- The Classroom Demand analysis shows that currently there is a 14 to 15 classroom surplus of classrooms with a seat capacity range of 61 to 75.

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Classrooms	139,202	130,859	8,343	140,384	151,196	(10,812)
Laboratories	154,535	172,006	(17,471)	157,978	196,410	(38,432)
Class Laboratories	*81,927*	*80,836*	*1,091*	*82,003*	*92,995*	*(10,992)*
Open Laboratories	*47,574*	*57,330*	*(9,756)*	*48,207*	*65,655*	*(17,448)*
Research Laboratories	*25,034*	*33,840*	*(8,806)*	*27,768*	*37,760*	*(9,992)*
Academic Offices	176,533	176,411	122	185,326	193,984	(8,658)
Library & Study Space	108,386	114,602	(6,216)	110,100	126,025	(15,925)
Other Academic Space	53,818	72,960	(19,142)	55,188	83,560	(28,372)
Academic Space Total	**632,474**	**666,838**	**(34,364)**	**648,976**	**751,175**	**(102,199)**
Academic Support Space						
Administrative Offices	65,788	64,662	1,126	65,972	68,487	(2,515)
Other Administrative Space	16,117	20,846	(4,729)	16,117	23,874	(7,757)
Assembly & Exhibit Space	60,404	60,832	(428)	60,404	69,916	(9,512)
Athletics / Recreation / PE	192,873	219,947	(27,074)	192,873	236,234	(43,361)
Physical Plant	63,474	89,787	(26,313)	63,472	96,517	(33,045)
Academic Support Space Total	**398,656**	**456,074**	**(57,418)**	**398,838**	**495,028**	**(96,190)**
Auxilary Space						
Student Center	106,117	104,231	1,886	106,812	119,370	(12,558)
Health Care Facilities	8,260	10,923	(2,663)	8,260	12,437	(4,177)
Auxilary Space Total	**114,377**	**115,154**	**(777)**	**115,072**	**131,807**	**(16,735)**
TOTAL	**1,145,507**	**1,238,066**	**(92,559)**	**1,162,886**	**1,378,010**	**(215,124)**
Residence Life	*648,876*			*648,876*		
Inactive / Conversion	*64,125*			*45,981*		
Outside Organizations	*719*			*1,661*		

SPACE NEEDS ASSESSMENT BY SPACE CATEGORY

Class Laboratory Utilization

- Class laboratories are scheduled an average of 20 hours per week with a 76% seat fill rate for a 14.8 weekly seat hour average. UW-Whitewater's existing utilization rate is 23% less than the current UW System utilization targets , which is 24 hours per week with a seat fill rate as close to capacity as possible.
- Communications makes the most efficient use of their labs at 32 hours per week with an 86% seat fill rate for an average of 27.3 weekly seat hours.
- Special Education and Education labs, while scheduled extensively at 45 and 40 weekly rooms hours average respectively, only achieve a 54% and 55% seat fill rate. This decreases their weekly seat hours to 24.3 and 21.6 hours.
- Chemistry's six laboratories, while averaging only 19 hours per week of use, average a 97% seat fill rate which gives them one of the top five weekly seat hours at 18 hours.
- Art has the most laboratories campus-wide, and while the scheduled use of these labs is not among the highest, it is worth highlighting that 40% of their labs are scheduled at or more than 24 hours per week averaging an 80% seat fill rate.
- Biology has 8 laboratories that average a lower weekly room hour rate at 14 hours with a good seat fill rate of 86%. Only two of their laboratories are scheduled 24 or more hours per week. Over half of the laboratories are scheduled between three and twelve hours per week. This may be due to the fact that these laboratories are used for both instructional purposes as well as faculty and student research. Despite these two distinct uses, the labs and are classified as class laboratories rather than research laboratories and are assessed as such.

Space Needs Assessment

- For Fall 2012, the space needs assessment shows an 8% deficit of space. This deficit could be interpreted that UW-Whitewater is in relative balance for space.
- At the future scenario of 13,875 students, the assessment shows an increased space deficit of 18.5%. All space categories have a demonstrated deficit in this future scenario.
- The largest needs for space are in athletics and recreation, physical plant, and other academic space.
- The initial identified need for Athletics/Recreation/PE indoor space will be met by a new indoor tennis facility. As this assessment was concluding, it was brought to the attention of the consultant team that there were additional athletic and recreation facility needs. These additional needs should be identified in a more detailed fashion through a separate athletics master plan.
- Other academic space includes spaces such as media production rooms – television, radio, newspapers, and curriculum development; vivaria; greenhouse space; clinics; child care centers; server rooms; computer repair spaces; and study halls. Also included are meeting rooms or classrooms that are not available for general scheduling such as Intensive English Institute (IEI) and English as a Second Language meeting spaces; faculty development and support centers; and departmental resource rooms, lounges, and storage.
- Physical Plant shows a deficit of about 33% space. Additional shop, central storage space, and covered parking for vehicles are needed.
- Using current UW System utilization targets, classroom space shows an overage for Fall 2012 of about 8,500 NASF. This becomes a deficit of about 10,800 NASF in the future enrollment scenario. Should the potential future utilization target of 40 weekly room hours be used to evaluate space needs, an overage of 24,600 NASF for Fall 2012 and an overage of 8,000 NASF for the future enrollment scenario would be shown.

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic						
College of Arts & Communication	128,978	136,673	(7,695)	129,384	148,164	(18,780)
College of Business & Economics	36,630	40,159	(3,529)	36,630	43,322	(6,692)
College of Education & Professional Studies	45,839	77,144	(31,305)	52,245	93,763	(41,518)
College of Letters & Sciences	127,256	142,541	(15,285)	133,177	158,280	(25,103)
School of Graduate Studies & Continuing Education	4,556	6,085	(1,529)	5,084	6,810	(1,726)
Provost and Vice Chancellor for Academic Affairs	217,370	220,547	(3,177)	218,901	255,811	(36,910)
Classrooms	139,202	130,859	8,343	140,384	151,196	(10,812)
Academic Total	**699,831**	**754,008**	**(54,177)**	**715,805**	**857,346**	**(141,541)**
Administrative						
Office of the Chancellor	3,201	3,143	58	3,201	3,143	58
Director for Intercollegiate Athletics	180,838	188,120	(7,282)	180,838	194,912	(14,074)
Vice Chancellor for Administrative Affairs	75,985	100,172	(24,187)	75,983	108,045	(32,062)
Vice Chancellor for Student Affairs	177,947	183,025	(5,078)	179,354	203,098	(23,744)
Vice Chancellor for University Relations	7,705	9,598	(1,893)	7,705	11,466	(3,761)
Administrative Total	**445,676**	**484,058**	**(38,382)**	**447,081**	**520,664**	**(73,583)**
TOTAL	**1,145,507**	**1,238,066**	**(92,559)**	**1,162,886**	**1,378,010**	**(215,124)**
Residential Space	*648,876*			*648,876*		
Inactive / Conversion Space	*64,125*			*45,981*		
Outside Organizations	*719*			*1,661*		

SPACE NEEDS ASSESSMENT BY PRIMARY UNIT

- Class laboratories for Fall 2012 are in relative balance with an modest overage of approximately 1,100 NASF. The future enrollment scenario shows a need of approximately 11,000 NASF. The guideline NASF was calculated using the UW System's existing utilization targets. If the potential future class laboratory utilization targets were used in the analysis, Fall 2012 would show an overage of 21,300 NASF and a decreased overage of about 12,300 for the future scenario.
- While an overage is shown for Fall 2012 of class laboratories, the following units have identified needs: Communication, Management Computer Systems (L&S), and the College of Education. In particular the Management Computer Systems program has a need for some dedicated computer labs. Currently this group is using general/open access computer labs.
- A significant number of the sciences show an overage of class laboratory space for Fall 2012. An overage is also shown for the future enrollment scenario with the exception of Biological Sciences, which shows a small deficit.
- There is both a current and projected need for more research laboratory space. The majority of this need is in the sciences and can be offset by the overage of class laboratory space in the sciences. Many of these labs are dual purpose labs used for both instruction and research.
- Both academic and administrative offices are in balance for Fall 2012 with modest overages. More office space will be needed as the employee base grows responding to student growth. As renovations occur across the University, office sizes can be right-sized to current UW System standards. This rightsizing may decrease the identified need for additional office space.
- Library and Study space is in relative balance for Fall 2012. The current and future need accommodates more study space or collaborative learning spaces across. This new campus-wide collaborative study space supplements the study space currently contained within the main library. Some of this need can be met by creating innovative corridor spaces.
- The auxiliary spaces are in relative balance for Fall 2012. The future scenario identifies space deficits for both student center space and health care facilities. The guideline NASF of these auxiliary spaces are reflective of the increase in students.
- The primary units requiring the most space correspond with the top two space category needs. The majority of the need for athletics/recreation/PE space is included under the College of Education and Professional Studies and the need for physical plant space is included under the Vice Chancellor for Administrative Affairs. Refer to the Assessment by Primary Unit section, page 37, to see specifics.
- The College of Letters and Sciences shows a deficit resulting from the need for both instructional and research laboratory space.
- The Provost and Vice Chancellor for Academic Affairs non-college units deficit is a result of needs in Information Technology and University Library. This deficit is also the result of allocating guideline NASF to the Provost for academic program expansion such as the Intensive English Institute.
- The Vice Chancellor for Student Affairs shows an increased need for space at the future scenario reflecting the deficit of student center space.

Opportunities for Greater Space Efficiency and Recommendations

- While there are space needs at UW-Whitewater, the University has opportunities to use existing space to immediately solve some of the issues by strategically re-purposing space to satisfy the most urgent needs.
- As the University grows a deficit of instructional spaces, classrooms and class laboratories, may exist if higher utilization rates are not achieved and no changes are made to the current instructional paradigm. For Fall 2012, approximately 40% of the overall space need for the University can be met by achieving higher classroom utilization rates and then re-purposing the excess instructional space for other areas of need.

- Higher utilization may not be achievable using current scheduling practices and the current scheduling software, Collegenet's Schedule 25. It is the consultant's understanding that in the near future this program will be upgraded as well as a new scheduling time grid implemented. In addition to these steps, a review of departmentally held classrooms should be conducted by the University to decide if those rooms can be converted to general access classrooms.
- It is recommended that a review of scheduling practices and policies be conducted by the University. In particular, the practice of departmentally scheduled rooms should be reviewed. More common practice is to provide departments with initial priority of scheduling classrooms and then at a certain point in the scheduling cycle having those rooms scheduled by the registrar's office. This allows for optimum scheduling. Other policies to be considered include: a limit as to the number of courses a department can schedule during prime demand times; course enrollment size limit within an acceptable range of the room's capacity; and course conformity to a common scheduling time grid.
- Review of classrooms with the poorest utilization is recommended, including those rooms either scheduled a low number of hours or those with a low seat fill percentage. Many of these classrooms are departmentally held classrooms. They should be examined for re-purposing along with the remaining classrooms in the general access pool. In some cases, a poorly utilized room with some technology enhancements could be renovated into a great modern-day classroom environment. In turn, this allows a less desirable room, even though it may be scheduled heavily, to be re-purposed for some other use.
- Classroom capacities should be reviewed and right-sized. Removing extra seats within a classroom (right-sizing) and upgrading the furniture styles and seating arrangements provides more flexible learning environments and supports desired pedagogies.
- Evaluate adopting a classroom committee. It is recommended this committee have a representative from a variety of offices such as the registrar's office, information technology, facilities, and three or four faculty members. The committee can be charged with: the determination of which rooms are classified as classrooms; identifying the official capacities of classrooms; assisting with selection of furniture packages; assisting with the technology packages outfitted in classrooms; and serving as an interface with Instructional Technology Services and the faculty at large. A classroom committee should also consider the appropriateness of existing classrooms to intended pedagogy (didactic vs. active) and the impact of on-line learning (hybrid vs. 100% on-line).
- Examine existing office environments to see if space organization and types could be more efficient and optimally support administrative and academic needs.
- Implement and enforce basic space management policies. This can be accomplished with a space management committee. Issues typically addressed include: vacated space re-allocation; allocating research space based on funding rather than seniority; and the allocation of office space.
- Review space portfolio relative to opportunities for increasing use, upgrading, and re-purposing space that is ineffective.

Observations

Observations from touring facilities and conducting the on-site work sessions are listed in the following section. These comments are in no particular order.

- Many classrooms are over-filled with excess seats and feel undersized. Many classrooms need to be modernized.
- The Andersen Library building is very awkward to navigate. In some cases, users are forced to go outside the building or to take a path that is not very intuitive in order to get from one part of the building to another. The Library needs to be reinvented to become a high-functioning modern library.





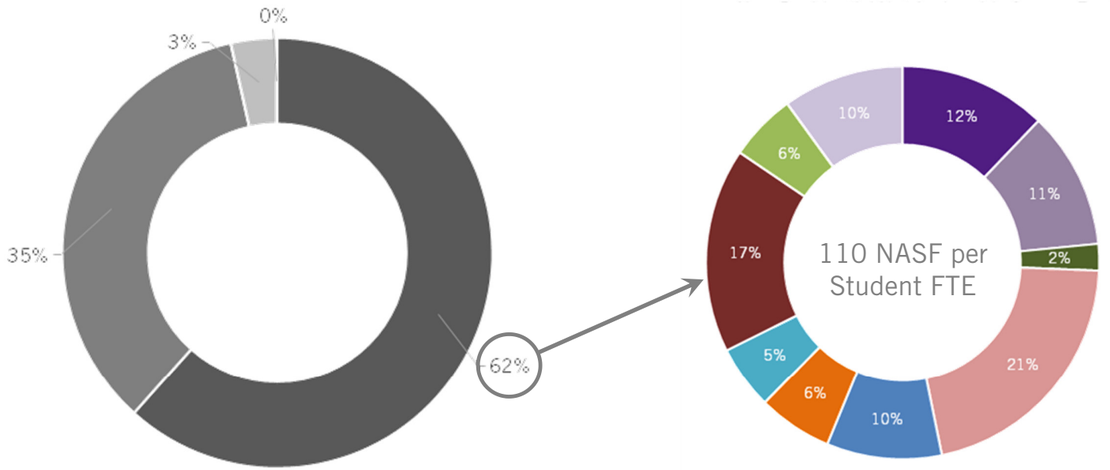




- Newer buildings like Hyland Hall, Upham Hall, and the recently renovated Laurentide Hall have good informal collaborative learning areas. Some of these spaces could be augmented with media to become spaces of excellence.
- The art studios in the Center of the Arts building are fairly worn and many need to be reconfigured.
- The College of Education, located in Winther Hall, is in cramped quarters. Many methods laboratories are undersized and the classrooms need to be right-sized.
- Computer Science needs laboratories that are not shared with other programs.
- The Intensive English Institute is a relatively new initiative on campus that continues to evolve in its concept. At the time of the data gathering for this master plan, the program was still being developed and was not planned to begin until Fall of 2014 with a target enrollment of 80 students. Intensive English programs typically do not follow the same scheduling time grid as the rest of campus due to the nature of their instruction. As a result, it is difficult for this program to share instructional space with general access courses. Initial interviews with program administrators indicated instructional space would be needed to fulfill the needs of the program. This report reflects this assumption and shows a maximum need of 10 classrooms for this program based on a true Intensive English (IE) instructional model at an enrollment of 160. As the program develops and is more fully refined, it could potentially evolve into a hybrid of a pure IE model and a robust English-as-a-Second Language (ESL) program, where upper level students could integrate into already established English courses on campus. This approach reduces the need for a large number of dedicated classrooms. The IE program could also align its instruction curriculum with the campus course timetable, potentially offering more flexibility for scheduling in existing general access classrooms.
- Facilities Services identifies a need for more shop space and central storage.
- Hyland Hall, although opened recently, is perceived to be at capacity. However, even though the classrooms are scheduled an average of 32 hours per week (below the UW System target), 25% of the classrooms never reach a 50% seat fill rate. Business is taking collaborative learning spaces off-line and turning the space into offices.
- Updates are needed for music instructional labs and rehearsal spaces in the Center of the Arts. In some cases, these spaces are undersized.
- Science Labs in Upham Hall are in good shape. The growth in research activity and in undergraduate research is creating a perceived need for more science laboratories. The use of these labs for undergraduate research is currently not reported in any formal manner.
- Student services are fragmented across campus. A one-stop center would help consolidate these services, making them more accessible, efficient, and convenient to students.

Existing Space Distribution

The University of Wisconsin – Whitewater has a total of 1.86 million net assignable square feet. Approximately 35% of this space is residential space. The majority of the space, 62%, is Non-Residential Space that is included in the space needs assessment. Approximately 23% of the Non-Residential Space is instructional space, another 21% of the space is office space, and 17% of the space is athletics/recreation/PE. The distribution of space is fairly typical with the exception of a slightly larger than normal percentage of assembly and exhibit space. The University has about 110 NASF per student FTE, which is considered mid-range of what one would expect to find at an institution similar to UW-Whitewater. The future year existing NASF increases the space per student FTE to 112 NASF.



TOTAL NET ASSIGNABLE SQUARE FEET

Non-Residential Space	1,145,507
Residence Life	648,876
Inactive/Conversion	64,125
Outside Organizations	719

Total NASF = 1,859,227

NON-RESIDENTIAL ASSIGNABLE SQUARE FEET

Classrooms	139,202
Instructional Labs	129,501
Research Labs	25,034
Offices	242,321
Library & Study Space	108,386
Other Space	69,935
Assembly & Exhibit Space	60,404
Athletics/Recreation/PE	192,873
Physical Plant	63,474
Student Space	114,377

Study Assumptions

Enrollments

The consultant team was provided with an enrollment projection of 13,875 students, a 15% increase in student enrollment. This projection, prepared by UW-Whitewater, is a straight-line projection based on the growth rates from previous years. This projection was assumed throughout the report. The headcount projection was converted to full-time equivalent (FTE). FTE is commonly used when applying space metrics. The projection assumes the same ratio of FTE to Headcount as is currently achieved at UW-Whitewater.

Employees

Employee growth is broken into two separate measures – faculty growth and staff growth. For this assessment faculty growth is assumed to be the same as projected student growth, a 15% increase. Staff growth is assumed to grow at half the rate as faculty, a 7.5% increase. No change in student faculty ratio is anticipated nor is there any change in the current full-time to part-time faculty ratio.

Facilities

The baseline for the study is Fall 2012. It is important to note that this baseline was before Laurentide Hall came back on line after its expansion and renovation. This is referred to as "Existing NASF" in all of the analytical tables. For the future year, Laurentide Hall is shown as being back on line, White Hall is vacated, and the backfill of Winther, Heide, and McCutchan Halls is reflected. This is referred to in the analysis as "Future Existing NASF".

Tutoring Services moved to the Laurentide Hall addition and McCutchan Hall was backfilled with Leadership, Military Science and Aerospace Studies, ROTC, St. Colletta's, and the Blackthorne Group. This allow allowed for an expansion of the Math Research Lab, Math Tutoring Services, and space for Math Faculty/Emeriti.

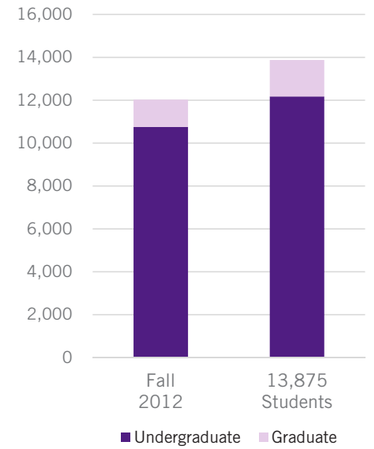
Winther Hall backfill consisted of Psychology "hoteling" space and an expansion of the College of Education space.

The Heidi Hall backfill consisted of Academic Assessment and Institutional Research Center (moved from Hyer Hall) and Languages & Literatures "hoteling" space with an expansion of the Communication Department's space.

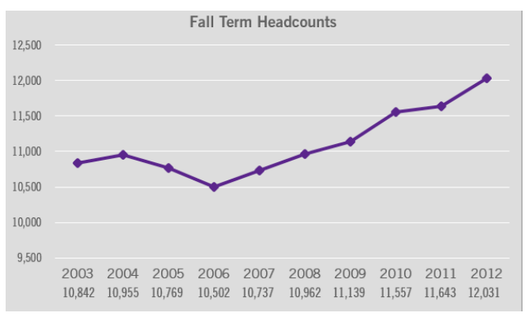
Headcount	Fall 2012	13,875 Students	Percent Change
TOTAL	**12,030**	**13,875**	**15%**
Undergraduate	10,751	12,175	13%
Graduate	1,279	1,700	33%

Full-Time Equivalents	Fall 2012	13,875 Students	Percent Change
TOTAL	**10,423**	**11,937**	**15%**
Undergraduate	9,743	11,033	13%
Graduate	680	904	33%

ENROLLMENTS



ENROLLMENT GROWTH



Classroom and Class Lab Utilization

Utilization Mathematics

Utilization of classrooms is determined through the combined analysis of course and room inventory data. Scheduled use of classrooms is analyzed by day and time of day as well as through average weekly room hour use, average student seat fill percentage, and weekly seat hours. The analysis is built room-by-room and then averaged based upon a grouping of rooms. The groups could represent a variety of themes but usually include a summary by building, seat capacity range, primary occupant, and classroom type.

$$\text{WRH} = \left(\begin{matrix}\text{NUMBER}\\ \text{OF DAYS}\end{matrix}\right) \times \left(\begin{matrix}\text{CLASS DURATION}\\ \text{IN HOURS}\end{matrix}\right)$$

$$\text{WSCH} = \left(\begin{matrix}\text{NUMBER}\\ \text{OF STUDENTS}\end{matrix}\right) \times \text{WRH}$$

$$\text{WSCH CAPACITY} = \left(\begin{matrix}\text{NUMBER OF}\\ \text{STUDENT SEATS}\end{matrix}\right) \times \text{WRH}$$

$$\%\ \text{SEATS FILLED} = \frac{\text{WSCH}}{\text{WSCH CAPACITY}}$$

$$\text{WEEKLY SEAT HOURS} = \frac{\text{WSCH}}{\text{NUMBER OF STUDENT SEATS}}$$

WRH = WEEKLY ROOM HOURS *(alternatively titled weekly contact hours)*
WSCH = WEEKLY STUDENT CONTACT HOURS

Because the analysis is built room-by-room, scheduled use of a particular room is determined by reviewing all the scheduled courses held in that room. For each course section, the weekly room hours, weekly student contact hours, percent of seats filled, and weekly seat hours are calculated. The best way to analyze utilization is to look at the weekly seat hours as this combines the two rates – weekly room hours and seat fill percentage.

Classrooms

It is important to define classroom spaces correctly as not all spaces can be regularly scheduled and accessed nor is the primary function of the space a classroom. Primary function is key to classifying and identifying classroom space.

The term “classroom” includes not only general access classrooms but also: departmentally-held classrooms, lecture halls, recitation rooms, seminar rooms and other spaces used primarily for scheduled non-laboratory instruction. Various types of instructional aids or equipment and multi-media technology maybe contained with a classroom space as long as such aids, equipment, or technology does not limit the room to the instruction of a specific subject or discipline. After spaces were classified for the purpose of this project, it was determined that the University had a total of124 classroom spaces.

On average, UW-Whitewater’s classrooms are scheduled 31 hours per week at a 60% seat fill rate for a combined usage of 18.4 weekly seat hours. This is 25% below the University of Wisconsin System’s utilization targets of 35 hours per week at a 70% student seat fill rate for a combined usage of 24.5 weekly seat hours.

For Fall 2012 UW-Whitewater had two classrooms that did not have any scheduled use – White Hall 0006A and Hyland Hall 1001. There were also ten rooms that had less than 20 hours of scheduled use. The weekly room hours for these rooms ranged from 6.5 to 17 hours- most between 12 and 17 hours. The rooms include: Center of the Arts 0001, 0005, and 0006; Goodhue Hall 0307; Ambrose Health Center 0005; McGraw Hall 0101; Upham Hall 0236 and 0238; Williams Center 0144; and Winther Hall 4003.

At the other end of the spectrum, UW-Whitewater had 42 rooms or 34% of its classrooms that were scheduled 35 hours or more per week. Fifteen (15) of these classrooms were scheduled 40 hours or more per week, the highest at 47 hours per week (Winther Hall 3010).

Scheduled Use by Day and Time

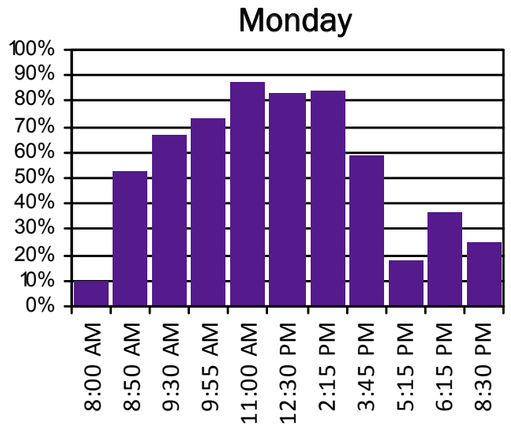
The scheduled use by day and time illustrates the percentage of rooms scheduled throughout each day and highlights popular start times. As is common across many University campuses, UW-Whitewater uses an average of 80% or more of its classrooms between 9:30 am and 3:30 pm, Monday through Thursday. The only way for the University to achieve the UW System utilization targets is to both schedule more courses on Fridays and also take advantage of the 8:00 am and 3:45 pm time slots. When 80% or more of all classrooms are being scheduled consistently, it becomes increasingly more difficult to find the right capacity room in the right location on campus.

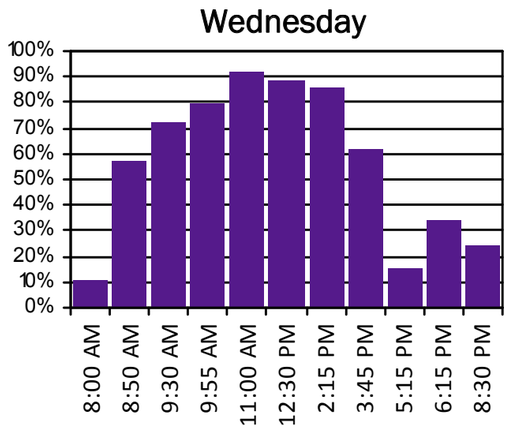
UW-Whitewater has very little use of its classrooms on Saturday and Sunday.

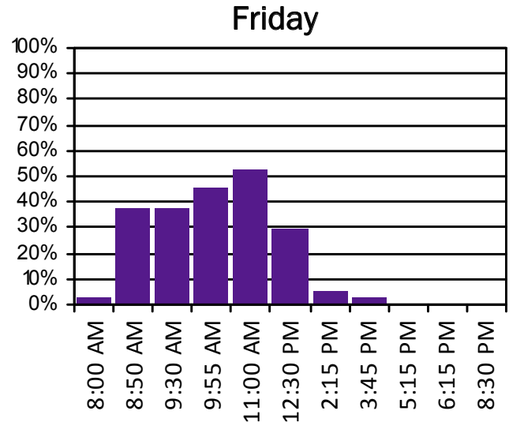
	Monday	Tuesday	Wednesday	Thursday	Friday	*Average
8:30 PM	25% 31 Rooms	27% 33 Rooms	24% 30 Rooms	13% 16 Rooms	0% 0 Rooms	23% 28 Rooms
6:15 PM	36% 45 Rooms	38% 47 Rooms	34% 42 Rooms	17% 21 Rooms	0% 0 Rooms	31% 39 Rooms
5:15 PM	18% 22 Rooms	15% 19 Rooms	15% 19 Rooms	10% 12 Rooms	0% 0 Rooms	15% 18 Rooms
3:45 PM	59% 73 Rooms	44% 55 Rooms	61% 76 Rooms	43% 53 Rooms	2% 3 Rooms	52% 64 Rooms
2:15 PM	84% 104 Rooms	85% 105 Rooms	85% 106 Rooms	85% 105 Rooms	6% 7 Rooms	85% 105 Rooms
12:30 PM	83% 103 Rooms	93% 115 Rooms	89% 110 Rooms	92% 114 Rooms	30% 37 Rooms	90% 111 Rooms
11:00 AM	88% 109 Rooms	86% 107 Rooms	92% 114 Rooms	88% 109 Rooms	52% 65 Rooms	89% 110 Rooms
9:55 AM	73% 91 Rooms	91% 113 Rooms	80% 99 Rooms	90% 112 Rooms	46% 57 Rooms	84% 104 Rooms
9:30 AM	67% 83 Rooms	85% 106 Rooms	73% 90 Rooms	86% 107 Rooms	38% 47 Rooms	78% 97 Rooms
8:50 AM	52% 65 Rooms	38% 47 Rooms	57% 71 Rooms	39% 48 Rooms	37% 46 Rooms	47% 58 Rooms
8:00 AM	10% 12 Rooms	28% 35 Rooms	10% 13 Rooms	29% 36 Rooms	2% 3 Rooms	19% 24 Rooms

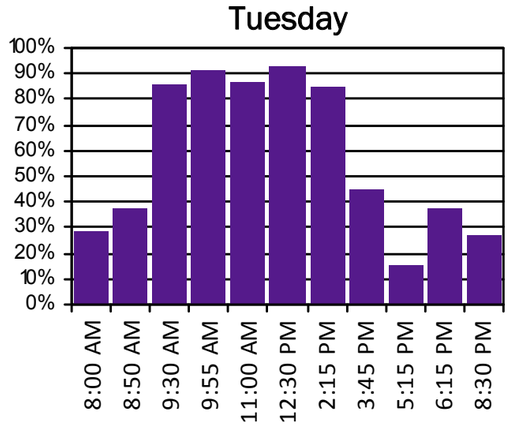
Total classrooms = 124

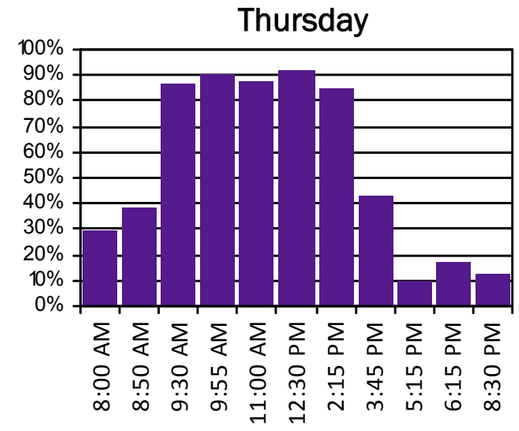
SCHEDULED CLASSROOM USE BY DAY AND TIME - FALL 2012 * The average is calculated on Monday through Thursday use.
(Darker colors indicate a large percentage of rooms are scheduled.)

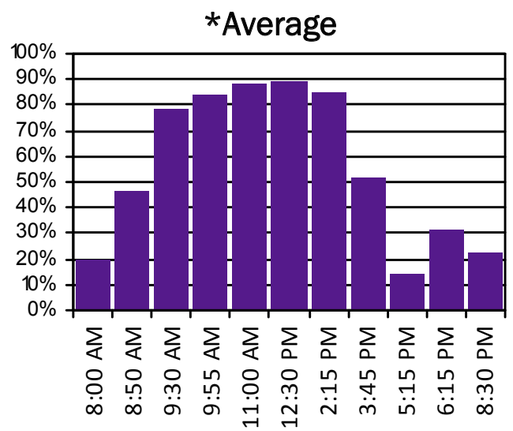












SCHEDULED CLASSROOM USE BY DAY AND TIME - FALL 2012

Building Utilization

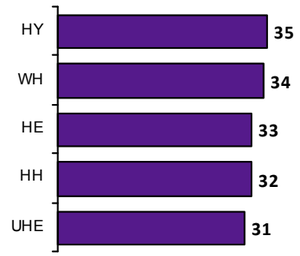
Over 50% of the classrooms at UW-Whitewater are in two buildings – Hyland Hall (37 rooms) and Heide Hall (30 rooms). Winther Hall and Hyer Hall each have ten (10) or more classrooms. All four of these buildings account for 75% of all classrooms on campus. Three of these four buildings are some the best scheduled buildings on campus. McCutchan Hall, Winther Hall, Heide Hall, Upham Hall East Wing Addition, and Hyland Hall are the top 5 scheduled buildings. While Hyer Hall has a lot of scheduled hours in its rooms, a consistently lower seat fill rate reduces the weekly seat hours. The buildings that are among the least scheduled on campus are all limited to one classroom in them. These include Upham Hall, Goodhue Hall, Ambrose Health Center, Williams Center, and White Hall.

		Room Characteristics				Average Utilization			
		TOTAL		AVERAGE					
Building Name and Id		No. of Rooms	No. of Seats	NASF per Room	NASF per Seat	Course Enrollment	Weekly Room Hours	Percent of Seats Filled	Weekly Seat Hours
Ambrose Health Center	HC	1	35	890	25	16	17	38%	6.5
Andersen Library - Second Add	0002B	2	70	950	37	17	28	87%	13.6
Center of the Arts	CA	6	318	1,018	19	28	23	49%	16.4
Goodhue Hall	GO	1	18	509	28	13	12	71%	8.6
Heide Hall	HE	30	1,338	788	17	28	33	66%	20.0
Hyer Hall	HY	10	621	1,142	19	32	35	55%	18.0
Hyland Hall	HH	37	2,347	1,482	24	36	32	55%	18.3
McCutchan Hall	MC	2	54	489	18	24	29	88%	25.5
McGraw Hall	MG	4	230	1,460	25	42	22	76%	12.9
Roseman Building	RS	1	40	1,176	29	30	24	45%	10.5
Upham Hall	UH	2	64	771	24	18	16	58%	9.0
Upham Hall East Wing Addition	UHE	6	529	1,557	20	53	31	61%	19.0
White Hall	WT	1	39	639	16	0	0	0%	0.0
Williams Center	WC	1	36	444	12	15	12	41%	5.0
Williams Center Fieldhouse Add	WCF	4	197	979	20	30	26	62%	15.7
Winther Hall	WH	16	790	801	17	36	34	64%	22.5
Totals / Averages:		**124**	**6,726**	**1,097**	**21**	**33**	**31**	**60%**	**18.4**
UW System Targets						35		70%	24.5

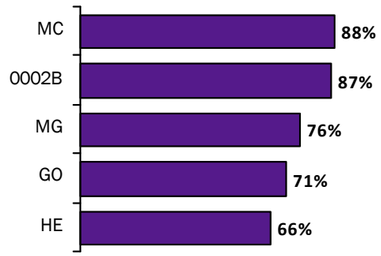
CLASSROOM UTILIZATION BY BUILDING SUMMARY - FALL 2012 ALL HOURS

Building Name and Id	
Ambrose Health Center	HC
Andersen Library - Second Add	0002B
Center of the Arts	CA
Goodhue Hall	GO
Heide Hall	HE
Hyer Hall	HY
Hyland Hall	HH
McCutchan Hall	MC
McGraw Hall	MG
Roseman Building	RS
Upham Hall	UH
Upham Hall East Wing Addition	UHE
White Hall	WT
Williams Center	WC
Williams Center Fieldhouse Add	WCF
Winther Hall	WH

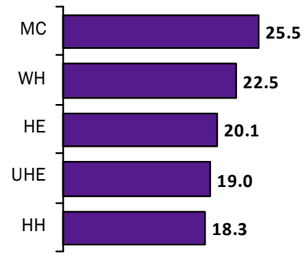
Weekly Room Hours:



Seats Filled:

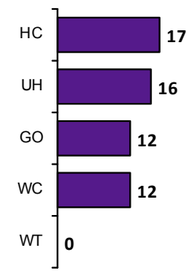


Weekly Seat Hours:

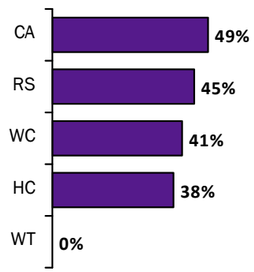


MOST SCHEDULED BUILDINGS

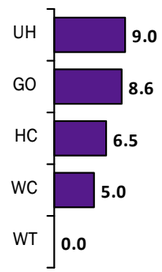
Weekly Room Hours:



Seats Filled:



Weekly Seat Hours:



LEAST SCHEDULED BUILDINGS

Primary Unit	Room Characteristics				Average Utilization			
	TOTAL		AVERAGE					
	No. of Rooms	No. of Seats	NASF per Room	NASF per Seat	Course Enrollment	Weekly Room Hours	Percent of Seats Filled	Weekly Seat Hours
College of Arts & Communication	5	222	874	20	18	19	43%	8.9
College of Business & Economics	1	22	612	28	0	0	0%	0.0
College of Education & Professional Studies	4	129	755	24	18	16	49%	7.6
College of Letters & Sciences	4	120	656	23	21	19	70%	14.2
General Access Classrooms	110	6,233	1,140	20	34	32	61%	19.2
Totals / Averages:	**124**	**6,726**	**1,097**	**21**	**33**	**31**	**60%**	**18.4**
					UW System Targets	35	70%	24.5

CLASSROOM UTILIZATION BY PRIMARY UNIT SUMMARY - FALL 2012 ALL HOURS

Primary Unit Utilization

When reviewing general access classrooms and departmentally held classrooms, the general access classrooms are scheduled 50% more than the departmentally held classrooms. It is anticipated that in the future the University will have no departmentally held classrooms. This change would occur in order to increase the utilization of all classroom spaces. With the upgrade of scheduling software, the practice of departmentally-held or departmentally scheduled classrooms will be replaced with priority scheduling and better matching of course enrollments to room capacities.

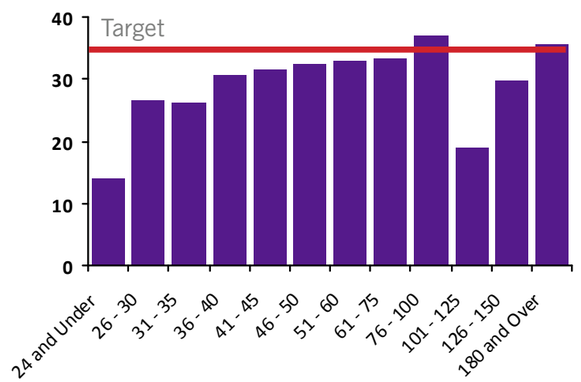
Capacity Utilization

The Capacity Utilization indicates the heaviest scheduled capacity is the 76-100 group followed by the 26-30 group where the weekly seat hour averages are 25.3 hours and 22.4 hours respectively. The 26-30 group is heaviest scheduled because the seat fill ratio is high at 83%.

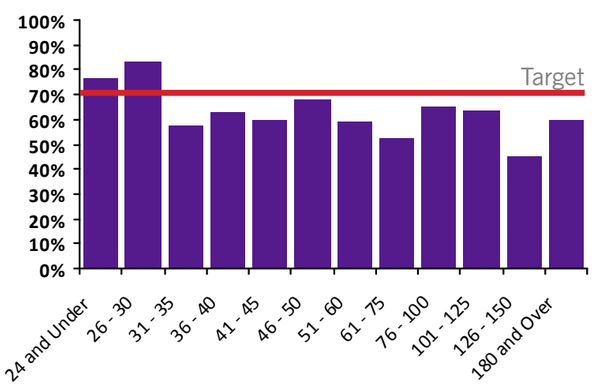
Typically the higher the capacity of the room the more course sections are scheduled within it. This results in a weekly room hour trend line that starts low and finishes significantly higher. The inverse is also true for seat fill ratios. The smaller the room, the greater the seat fill percentage. The larger the room capacity the lower the seat fill percentage.

	Room Characteristics				Average Utilization			
	TOTAL		AVERAGE					
Classroom Capacity	No. of Rooms	No. of Seats	NASF per Room	NASF per Seat	Course Enrollment	Weekly Room Hours	Percent of Seats Filled	Weekly Seat Hours
24 and Under	4	72	580	34	13	14	77%	14.1
26 - 30	3	84	561	20	23	27	83%	22.4
31 - 35	8	263	695	21	22	26	58%	15.1
36 - 40	38	1,451	674	18	25	31	63%	20.2
41 - 45	7	300	733	17	27	32	60%	19.6
46 - 50	3	145	1,151	24	32	32	68%	21.9
51 - 60	26	1,394	1,194	22	31	33	59%	19.5
61 - 75	24	1,580	1,473	22	34	33	53%	17.6
76 - 100	2	181	1,727	19	61	37	65%	25.3
101 - 125	3	337	2,465	22	68	19	63%	11.1
126 - 150	4	557	2,574	18	75	30	45%	14.1
180 and Over	2	362	2,346	13	112	36	60%	20.9
Totals / Averages:	**124**	**6,726**	**1,097**	**21**	**33**	**31**	**60%**	**18.4**
CLASSROOM UTILIZATION BY CAPACITY SUMMARY - FALL 2012 ALL HOURS					UW System Targets	35	70%	24.5

Weekly Room Hours:



Seats Filled:



Enrollment Range			Seat Fill Range	
Low	High	Classroom Capacity	Low	High
1	18	24 and Under	4%	75%
19	20	25 - 30	63%	80%
21	24	31 - 35	60%	77%
25	28	36 - 40	63%	78%
29	31	41 - 45	64%	76%
32	35	46 - 50	64%	76%
36	41	51 - 60	60%	80%
42	49	61 - 75	56%	80%
50	70	76 - 100	50%	92%
71	90	101 - 125	57%	89%
91	110	126 - 150	61%	87%
111	182	151 - 182	61%	100%
183	400	183 - 400	100%	100%

NOTE: Seat Fill = Enrollment divided by classroom capacity.

CLASSROOM FIT MATRIX

Classroom Capacity	Existing No. of Rooms	Projected Classrooms: Weekly Room Hours	Projected Classrooms: No. of Rooms	Overage/ (Need)
24 and Under	4	699	20	(16)
25 - 30	3	125	4	(1)
31 - 35	8	568	17	(9)
36 - 40	38	383	11	27
41 - 45	7	394	12	(5)
46 - 50	3	454	13	(10)
51 - 60	26	476	14	12
61 - 75	24	247	8	16
76 - 100	2	170	5	(3)
101 - 125	3	71	3	0
126 - 150	4	18	1	3
151 - 182	2	52	2	0
183 - 400	0	3	0	0
TOTAL	124	3,660	110	14

FALL 2012 CLASSROOM DEMAND ANALYSIS

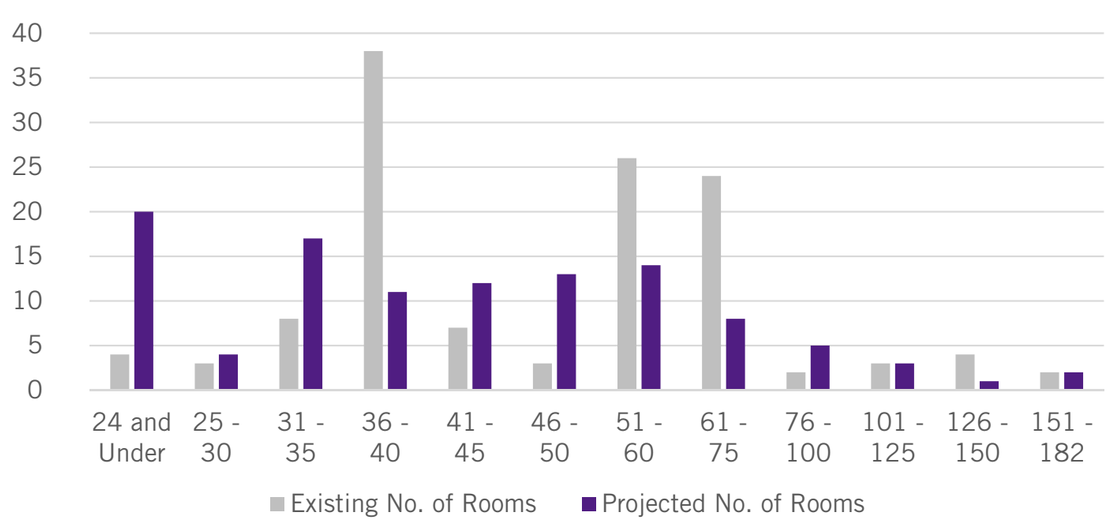
Classroom Demand

A classroom demand analysis matches course sections and their actual enrollments with existing classrooms and their current capacities. Totaling the weekly contact/room hours of each course section within each capacity cluster of classrooms and then dividing by the expected weekly room hour utilization target of 35 hours yields the number of needed classrooms within that capacity cluster.

The Classroom Fit Matrix illustrates how course sections are matched to classroom capacities and the resulting seat fill ratio range. It informs the analysis of how many weekly room hours go in each group. The goal of this matrix is to achieve an overall average of 70% seat fill. The Fit Matrix shows the course enrollment groups, classroom capacity groups, and the potential range of seat fill. The minimum percentage is obtained by taking the low end of the enrollment group and dividing it by the maximum of the classroom capacity group.

The maximum percentage is determined by dividing the high end of the enrollment range with the low end of the classroom capacity group. The average of the seat fill ranges, excluding the lowest and highest of the classroom capacity groups, provides a good estimate of the seat fill ratio that would be achieved using the Fit Matrix.

The Classroom Fit Matrix and Fall 2012 Classroom Demand Analysis tables show which classroom capacity groups do and do not have a demand based upon the weekly room hours allocated to the group. The bottom line shows that UW-Whitewater has 14 classrooms too many. The three smaller classroom capacity groupings indicate there is a need for more rooms in these sizes. One or two classrooms at these capacities is acceptable, but to build a series of small classrooms would not provide the flexibility the University needs. Generally, the need for small classrooms can be off-set by rooms with greater



FALL 2012 EXISTING NUMBER OF CLASSROOMS COMPARED TO PROJECTED NUMBER OF CLASSROOMS

capacities. The analysis shows there are too many rooms in the 61 to 75 and 126 to 150 capacity groupings. The overage of classrooms in the 61 to 75 group is a result of the large number of classrooms that seat 66 students in Hyland Hall where the average seat fill rate is only 55%. While these are off-setting the need for smaller rooms, it is also the reason why the University has a low seat fill average. On a positive note, this allows for enrollment growth to occur without adding more classrooms. The opportunity exists for UW-Whitewater to right-size some of these classrooms by removing seats and retrofitting the classrooms with different furniture to create more flexible learning environments without restricting growth. Another opportunity exists to re-purpose some of the bad classrooms for other uses.

To the right are the UW System Classroom Demand analyses. One is prepared at 35 weekly room hours and the other is prepared at 40 weekly room hours. Both reports both have a sliding scale as to the seat fill percentage. The smaller rooms up to the 55 capacity range have a 67% expectation. The groups in the 70 and 90 capacity ranges have a 75% seat fill expectation. In the 110 range there is an 80% seat fill expectation. The larger capacity rooms have an 87% seat fill ratio. When averaged together the seat fill average is over 75% which translates to a higher than 70% seat fill target.

The UW System Classroom Demand analyses show between a 15 and a 29 classroom overage. By increasing the number of hours each room is used, there is a savings in the number of rooms needed.

CLASSROOM DEMAND ANALYSIS REPORT

SECTION SIZE	TOTAL SECTIONS	TOTAL REQUIRED ROOM PERIODS	MAXIMUM ROOM CAPACITY	TOTAL REQUIRED ROOMS	NO. OF AVAILABLE ROOMS	BALANCE	PLANNED ADJUST	ADJUSTED BALANCE
001 - 013	118	335	20	10	3	(7)		(7)
014 - 027	488	1,339	40	39	12	(27)		(27)
028 - 040	448	1,362	55	39	69	30		30
041 - 053	124	360	70	11	28	17		17
054 - 068	40	114	90	4	2	(2)		(2)
069 - 088	25	75	110	3	2	(1)		(1)
089 - 131	17	42	150	2	6	4		4
132 - 174	18	33	200	1	2	1		1
175 - 196	0	0	225	0	0	0		0
TOTALS	**1,278**	**3,660**		**109**	**124**	**15**	**0**	**15**

SCHEDULING STANDARDS	
16	:WEEKS/SEMESTER
50	:MINUTES/PERIOD
35	:PERIODS/WEEK INSTRU

CLASSROOM DEMAND ANALYSIS REPORT

SECTION SIZE	TOTAL SECTIONS	TOTAL REQUIRED ROOM PERIODS	MAXIMUM ROOM CAPACITY	TOTAL REQUIRED ROOMS	NO. OF AVAILABLE ROOMS	BALANCE	PLANNED ADJUST	ADJUSTED BALANCE
001 - 013	118	335	20	9	3	(6)		(6)
014 - 027	488	1,339	40	34	12	(22)		(22)
028 - 040	448	1,362	55	35	69	34		34
041 - 053	124	360	70	9	28	19		19
054 - 068	40	114	90	3	2	(1)		(1)
069 - 088	25	75	110	2	2	0		0
089 - 131	17	42	150	2	6	4		4
132 - 174	18	33	200	1	2	1		1
175 - 196	0	0	225	0	0	0		0
TOTALS	**1,278**	**3,660**		**95**	**124**	**29**	**0**	**29**

SCHEDULING STANDARDS	
16	:WEEKS/SEMESTER
50	:MINUTES/PERIOD
40	:PERIODS/WEEK INSTRU

CLASSROOM DEMAND ANALYSIS REPORT

Department	Room Characteristics				Average Utilization			
	TOTAL		AVERAGE					
	No. of Rooms	No. of Seats	NASF per Room	NASF per Seat	Course Enrollment	Weekly Room Hours	Percent of Seats Filled	Weekly Seat Hours
Academic Support Services	2	36	656	35	8	10	33%	8.8
Art	13	276	1,393	67	16	22	80%	16.8
Biological Sciences	8	200	1,249	50	21	14	86%	13.1
Chemistry	6	106	1,196	71	16	19	97%	18.0
Communication	2	40	917	46	17	32	86%	27.3
Counselor Education	1	30	658	22	44	22	51%	11.2
Curriculum & Instruction	2	72	1,088	30	28	27	63%	16.5
Dean of Education	2	72	609	17	25	40	55%	21.6
Geography & Geology	5	134	1,204	46	23	16	85%	13.0
Music	4	241	1,522	31	24	23	48%	12.3
Occupational/Environmental Safety & Health	1	28	1,478	53	15	6	54%	3.2
Physics	4	82	1,033	51	17	13	79%	11.4
Special Education	1	38	1,099	29	34	45	54%	24.3
Theatre/Dance	1	16	754	47	16	11	99%	10.9
Vice Chancellor & Provost - Acad Affairs	6	236	1,555	40	28	22	73%	14.2
Totals / Averages:	58	1,607	1,230	50	21	20	76%	14.8
UW System Targets						24	80%	19.2

LABORATORY UTILIZATION BY SECONDARY UNIT - FALL 2012 ALL HOURS

Class Laboratory Utilization

UW-Whitewater has 58 rooms classified as class laboratories. What makes a laboratory a class laboratory is the regularity with which the space is scheduled. Normally there is special equipment in the room excluding it from use as a classroom. Typically there is also minimal open access time with the exception of art studios. The room is generally not reserved for special term-long experiments or set up to accommodate student projects where students come and go as they have time.

UW-Whitewater schedules its class labs an average of 20 hours per week at a 74% seat fill ratio for 15.0 weekly seat hours. UW System has a set class lab utilization target at 24 hours per week with a set fill rate of as close to capacity as possible. Using a seat fill rate of 80%, this creates a weekly seat hour average of 19.2 hours. Using this target, UW-Whitewater is about 22% under the UW System's utilization targets.

UW System does not expect that every class laboratory will meet this target. However, it is expected that this target be met before a second class laboratory of a similar nature can justifiably be built. With this in mind, a review of an institution's overall class lab utilization needs to be balanced. There are some class laboratories like computer labs, business, communication, and education labs that can and should achieve much higher rates of use. This will balance other laboratories such as upper division science labs and art studios that have difficulty achieving higher rates of use.

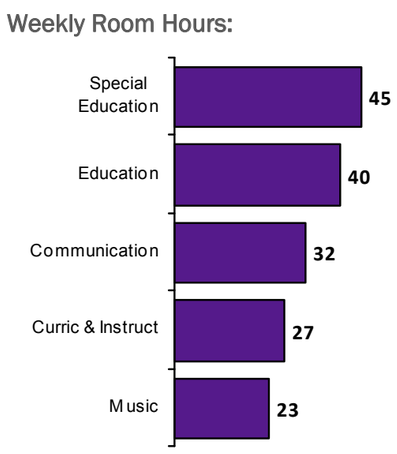
The NASF per Seat column reflects only the space within the laboratory itself. It does not include the class laboratory service spaces such as prep areas and storage.

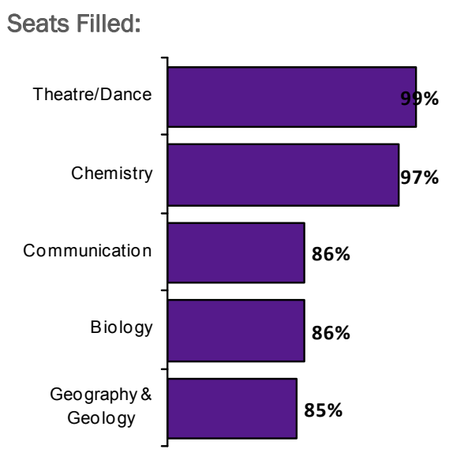
At UW-Whitewater in both the Sciences and the Fine and Performing Arts, students are expected to use the labs above and beyond normal scheduled times. In the Arts and Music for every hour a student spends in the studio of regularly scheduled class lab time, an additional hour and sometimes two are expected to be spent in the lab beyond normal class time. In the Sciences, UW-Whitewater has a rigorous undergraduate student research program where students work on faculty directed or independent research projects. As with most universities, this time spent in the labs and studios is not recorded and is very difficult to quantify. The additional use of these labs is common among many of the UW System institutions.

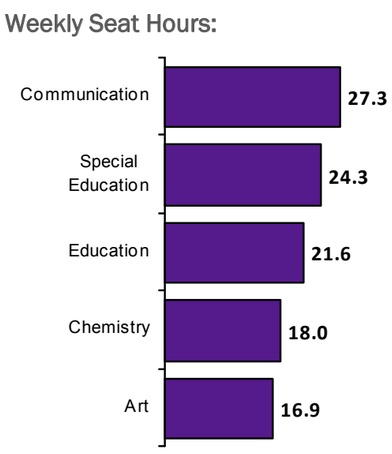
Of the 58 class laboratories only one lab had no scheduled use – McCutchan 0011B, an Academic Support Services laboratory. Nine (9) labs had nine (9) hours or less of scheduled use. These class labs represent about 17% of the total. Most of these labs are in the Sciences where some are upper division labs and others are serving as undergraduate research labs. On the other extreme there were 20 class labs, 35%, scheduled 24 or more hours per week. Most of the Education laboratories were scheduled 35 or more hours per week.

Communication's two class labs have the highest rate of use. This is followed by Special Education, Education, Chemistry and Art class laboratories and studios. The Occupational and Environmental Safety & Health lab is scheduled the least followed by the Academic Support Services labs and the Dance studio.

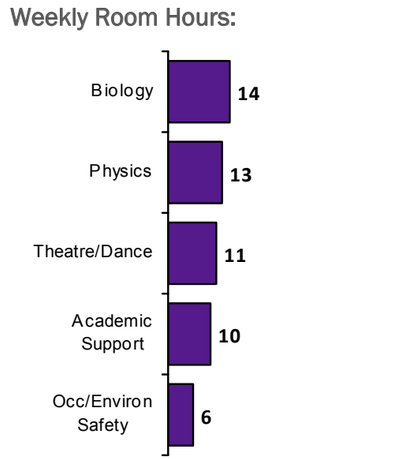
MOST SCHEDULED UNITS

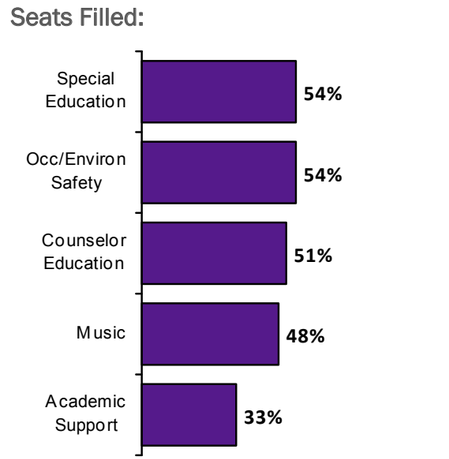


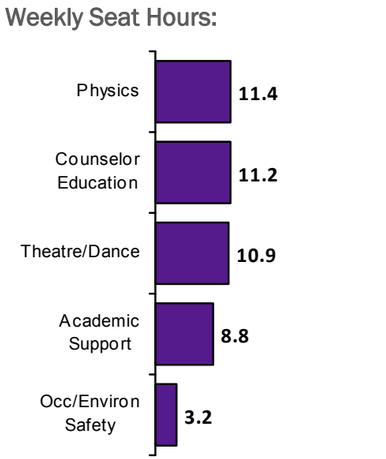




LEAST SCHEDULED UNITS







	Weekly Room Hours	Seat Fill %	NASF per Seat	NASF per WSCH	Fall 2012 Weekly Student Contact Hours	Fall 2012 Guideline NASF*	13,875 Students Weekly Student Contact Hours	13,875 Students Guideline NASF*
College of Arts & Communication					9,477	9,671	10,896	11,126
Lecture	*35*	*70%*	*25*	*1.02*	*9,477*	*9,671*	*10,896*	*11,126*
College of Business & Economics					29,464	30,082	34,397	35,105
Lecture	*35*	*70%*	*25*	*1.02*	*29,440*	*30,048*	*34,372*	*35,069*
Computer Lecture Instruction	*35*	*70%*	*35*	*1.43*	*24*	*34*	*25*	*36*
College of Education & Professional Studies					18,050	18,396	20,910	21,341
Lecture	*35*	*70%*	*25*	*1.02*	*18,036*	*18,376*	*20,894*	*21,318*
Computer Lecture Instruction	*30*	*70%*	*35*	*1.43*	*14*	*20*	*16*	*23*
College of Letters & Sciences					69,152	70,653	79,533	81,252
Lecture	*35*	*70%*	*25*	*1.02*	*68,888*	*70,275*	*79,229*	*80,818*
Computer Lecture Instruction	*35*	*70%*	*35*	*1.43*	*264*	*378*	*304*	*434*
Provost & Vice Chancellor for Academc Affairs					2,029	2,057	2,333	2,372
Lecture	*35*	*70%*	*25*	*1.02*	*2,029*	*2,057*	*2,333*	*2,372*
				TOTAL	**128,172**	**130,859**	**148,069**	**151,196**

CLASSROOM GUIDELINE APPLICATIONS

*This guideline is applied on a course-by-course level; therefore, the guideline NASF shown on this table is not the result of the weekly student contact hours times the NASF per weekly student contact hour.

WSCH = Weekly Student Contact Hour

Space Metrics

Below the different space metrics used to create the space needs assessment and each space category used in the assessment are outlined. *It should be noted that these space metrics are not space entitlements.* These metrics are used to determine magnitude and priority of need for this campus master planning exercise. As construction projects (new or renovation) are developed from this analysis, a lower or higher standard could be used when conducting a detailed program analysis.

Classrooms

Classroom space was calculated using 25 NASF per student seat with utilization targets of 35 weekly room hours (WRH) at a 70% seat fill ratio. These three factors produce a space metric of 1.02 NASF per weekly student contact hour (WSCH) calculated as follows: [NASF per student seat] / ([WRH target]*[seat fill ratio target]). The 1.02 NASF per WSCH metric is applied on a course-by-course basis to all courses requiring a classroom as an instructional space.

As an example, Accounting 244 section 01, meets on Mondays and Wednesdays from 9:30 am to 10:45 am for a total of three (3) weekly contact hours. The student enrollment of 43 students multiplied by the three (3) contact hours produces 129 weekly student contact hours. Multiplying the weekly student contact hours by the 1.02 NASF factor generates a total of 132 NASF of classroom space. To accommodate lecture courses held in computer classrooms, the metric used was 35 NASF per student seat at the same utilization targets for 1.43 NASF per WSCH.

While there are departmental classrooms at UW-Whitewater the majority of classrooms are viewed as a University-wide resource. The practice of having departmentally held or departmentally scheduled classrooms is being replaced with priority scheduling of classrooms. Most units that have classrooms use both their classrooms as well as the general access classrooms. Therefore, classrooms are shown as a single line item in the assessment rather than broken out by ownership or first priority usage.

A key factor when reviewing the needs for classrooms at UW-Whitewater is that the existing average NASF per student seat is 21 NASF whereas the space metric employed in the assessment is 25 NASF – a 20% increase in the space per student. This coupled with the fact that the percent seat fill rate is low suggests that many classrooms could be right-sized by removing some of the seats in the room. The classroom demand shows that for Fall 2012 there are between 14 and 15 more classrooms than are needed. This presents UW-Whitewater with a challenge to potentially reassign some classrooms to other uses, combine, or switch rooms to create better learning spaces. As the University increases its enrollment, there will be a need for more classroom space unless there is a shift in its current teaching paradigm and scheduling strategies.

Class Laboratories

The methodology for applying space metrics to class laboratories is identical to the classroom methodology except that the square footage per seat changes depending on the discipline. It also includes service space such as prep rooms and storage areas. The guidelines are applied on a course-by-course basis. At times, different guidelines can be applied to a discipline based upon the type of class laboratory needed for the course. For example, a physics course may need a physics laboratory guideline or a computer lab guideline depending on what is being taught and the pedagogy.

In reviewing the outcomes of the class laboratory analysis there is frequently a mismatch between which unit holds the space and the unit that generates the need for the space. This occurs most often with computer labs. For example the Provost's office holds several computer labs but the need for those labs is generated under the College of Business & Economics and the College of Letters & Sciences.

Nationally, the need for computer labs has been decreasing due to the mobility of laptop carts and bring your own device policies. If a computer lab can become an active learning environment with a laptop cart, the space becomes much more flexible. UW-Whitewater will need to think strategically about the number of computer labs it will support in the future. This does not negate the need for computer labs in specific disciplines like Management Computer Systems.

The units with the greatest need for laboratory space include Communication, Management Computer Systems (L&S), and the College of Education. Currently the Management Computer Systems program is using general computer labs that are under the purview of the Provost. This program is in need of some class labs that are dedicated to its program.

As mentioned earlier under the Class Laboratory Utilization section, there is a lot of additional student activity in the Arts, Music, Biology, and Chemistry labs beyond regularly scheduled times. For example, in the case of Art, for every hour spent in the studio, an additional 1 to 2 hours of time is expected of the student to be in that space. Because this additional time is undocumented, the need for the space is under-reported. So while Art is showing an overage of space the reality is that the program cannot grow unless there is more studio space. The same thing can be applied to the Sciences regarding the undergraduate research activity.

	Use Expectations			
Discipline	Weekly Room Hours	Seat Fill	NASF per Seat	NASF per WSCH
Arts & Communication				
Communications	24	80%	50.0	3.13
Art (General / Multi-Media)	24	80%	65.0	4.51
Drawing / Painting	24	80%	65.0	4.51
Ceramics / Sculpture / Glass	24	80%	104.0	7.22
Printmaking	24	80%	104.0	7.22
Music	24	80%	60.0	4.17
Dance	24	80%	100.0	6.25
Theatre	24	80%	100.0	5.21
Graphic Design / Journalism / Broadcasting	24	80%	60.0	3.75
Business & Economics				
Business & Management	24	80%	40.0	2.08
Computer & Information Science	24	80%	60.0	3.75
Education & Professional Studies				
Education	24	80%	40.0	2.50
Kinesiology	24	80%	100.0	6.25
Letters & Sciences				
Biological Sciences	24	80%	65.0	4.51
Computer & Information Science	24	80%	60.0	3.75
Physics	24	80%	75.0	5.21
Chemistry	24	80%	75.0	5.21
Astronomy	24	80%	60.0	3.75
Geography & Geology	24	80%	60.0	3.75
General Computer Based Lab	24	80%	38.5	2.01

CLASS LABORATORY METRICS

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
College of Arts & Communication	**30,172**	**32,517**	**(2,345)**	**30,172**	**37,021**	**(6,849)**
Art	19,731	14,213	5,518	19,731	15,963	3,768
Communication	1,834	6,684	(4,850)	1,834	7,695	(5,861)
Dean of Arts & Communication	438	0	438	438	0	438
Music	7,415	6,177	1,238	7,415	7,105	310
Theatre/Dance	754	5,443	(4,689)	754	6,258	(5,504)
College of Business & Economics	**0**	**3,522**	**(3,522)**	**0**	**4,125**	**(4,125)**
Finance & Business Law	0	1,068	(1,068)	0	1,275	(1,275)
Information Technology/Supply Chain Mgmt	0	2,154	(2,154)	0	2,479	(2,479)
Marketing	0	300	(300)	0	371	(371)
College of Education & Professional Studies	**6,657**	**9,223**	**(2,566)**	**6,657**	**10,918**	**(4,261)**
Communication Sciences and Disorders	0	94	(94)	0	108	(108)
Counselor Education	658	1,261	(603)	658	1,668	(1,010)
Curriculum & Instruction	2,175	4,161	(1,986)	2,175	4,845	(2,670)
Dean of Education	1,218	0	1,218	2,317	0	2,317
Education Foundations	0	948	(948)	0	1,107	(1,107)
Heath, Physical Education, Recreation & Coaching	0	1,687	(1,687)	0	1,944	(1,944)
Occupational/Environmental Safety & Health	1,507	180	1,327	1,507	208	1,299
Special Education	1,099	892	207	0	1,038	(1,038)
College of Letters & Sciences	**34,325**	**34,968**	**(643)**	**34,401**	**40,232**	**(5,831)**
Letters	*165*	802	(637)	*0*	925	(925)
Foreign Languages	0	80	(80)	0	92	(92)
Languages & Literature	0	632	(632)	0	729	(729)
Sociology	165	0	165	0	0	0
Womens Studies	0	90	(90)	0	104	(104)
Sciences	*34,160*	31,624	2,536	*34,401*	36,382	(1,981)
Biological Sciences	12,331	11,191	1,140	12,331	12,871	(540)
Chemistry	9,465	6,918	2,547	9,465	7,964	1,501
Geography & Geology	6,943	5,285	1,658	6,943	6,075	868
Management Computer Systems-L&S	0	4,433	(4,433)	0	5,101	(5,101)
Mathematics	0	306	(306)	0	353	(353)
Physics	5,421	3,491	1,930	5,421	4,018	1,403
Psychology	0	0	0	241	0	241
Dean	*0*	2,542	(2,542)	*0*	2,925	(2,925)
Dean of Letters & Science	0	2,542	(2,542)	0	2,925	(2,925)
Provost and Vice Chancellor for Academic Affairs	**10,773**	**606**	**10,167**	**10,773**	**699**	**10,074**
Academic Support Services	1,312	564	748	1,312	651	661
Vice Chancellor & Provost - Acad Affairs	9,461	42	9,419	9,461	48	9,413
CLASS LABORATORIES TOTAL	**81,927**	**80,836**	**1,091**	**82,003**	**92,995**	**(10,992)**

CLASS LABORATORIES

		Fall 2012	13,875 Students
Student FTE =		*10,423*	*11,937*
	NASF/ Student	**NASF**	**NASF**
Guideline NASF	5.5	57,327	65,654
Existing NASF		47,574	48,207
Overage / (Need)		**(9,753)**	**(17,447)**

OPEN LABORATORIES

Open Laboratories

Open laboratories can resemble class laboratories with the exception that they are irregularly scheduled or not scheduled at all. They can include open access laboratories and may provide equipment to serve the needs of a particular discipline for group instruction or may be used for individual student experimentation, observation, or practice in a particular field of study. The key is that these spaces are typically not scheduled in a formal manner. Types of rooms included in this category include computer laboratories, language labs, learning labs, testing and tutorial labs, music practice rooms, and individual art studios. Undergraduate research and senior capstone spaces could also be considered in this category.

This space category is not specifically addressed by most space guideline systems. In many benchmarking studies conducted by the consultant a range of between five (5) and ten (10) NASF/Student FTE is the norm. The metric applied in this space category is 5.5 NASF/Student FTE. This is a minimal metric for this space category. The total amount of space generated in this category is then portioned out among UW-Whitewater departments based upon existing space allocations and needs identified throughout the on-site work sessions.

Research Laboratories

Research laboratories are spaces used for experimentation or training in research methods and observation. These spaces are not typically scheduled. The needs for research laboratories can be generated in several different manners; based on research and development expenditures; based upon full-time tenured/tenure-track faculty; or based upon principal investigators and the size of their research teams. For this study, full-time faculty was determined to be the best approach. Only full-time faculty with a title of Professor, Associate Professor, or Assistant Professor were included.

There are seven units that were calculated in this manner most of which are in the Sciences and two in the College of Education & Professional Studies. There were also six units for which a research allocation was provided. Using the number of faculty did not work for these units, nor did it work in cases where there were no faculty. These units include Art, Dean of Business & Economics, Political Science, Sociology, the Center for Students with Disabilities, and Leadership Development.

Modern research lab facilities are based on a 320 NASF module with as much as 100% of the lab module needed for research support and service spaces. This can bring the amount per faculty up to about 640 NASF. Only Biology and Chemistry were allotted 100% of the lab module as a service factor. The other units were allotted a much lower service percentage of either 25% or 50%.

Research growth is a priority at UW-Whitewater. At several of the work sessions the need for more research space was highlighted, particularly in the Sciences. Education is also showing a need for more research space.

Module NASF is built on architectural design of 320 NASF	No. of Modules per Faculty	Module NASF	Service Factor	NASF per Faculty	Percent of Faculty	Fall 2012 - 12,030 Students: Full-time Faculty Hdcnt*	Guideline NASF	Existing NASF	Overage/ (Need)	13,875 Students: Full-time Faculty Hdcnt*	Guideline NASF	Future Existing NASF	Overage/ (Need)
College of Arts & Communication													
Art	(three modules at 50% service factor was applied)					n/a	1,440	593	(847)	n/a	1,440	593	(847)
					Total	**0**	**1,440**	**593**	**(847)**	**0**	**1,440**	**593**	**(847)**
College of Business & Economics													
Dean of Business & Economics	(one module at 50% service factor was applied)					n/a	480	294	(186)	n/a	480	294	(186)
					Total	**0**	**480**	**294**	**(186)**	**0**	**480**	**294**	**(186)**
College of Education & Professional Studies													
Communication Sciences & Disorders	Single	320	25%	400	100%	3	1,200	1,079	(121)	3	1,200	1,079	(121)
Counselor Education	Single	320	25%	400	100%	6	2,400	675	(1,725)	6	2,400	675	(1,725)
					Total	**9**	**3,600**	**1,754**	**(1,846)**	**9**	**3,600**	**1,754**	**(1,846)**
College of Letters & Sciences													
Letters							*0*	*0*	*0*		*960*	*376*	*(584)*
Political Science	he module at 50% service factor was applied for the futu					n/a	0	0	0	n/a	480	228	(252)
Sociology	he module at 50% service factor was applied for the futu					n/a	0	0	0	n/a	480	148	(332)
Sciences						*53*	*25,440*	*19,786*	*(5,654)*	*60*	*28,400*	*22,144*	*(6,256)*
Biological Sciences	Single	320	100%	640	100%	18	11,520	10,324	(1,196)	20	12,800	10,324	(2,476)
Chemistry	Single	320	100%	640	100%	8	5,120	3,799	(1,321)	8	5,120	3,799	(1,321)
Geography & Geology	Single	320	25%	400	100%	10	4,000	2,321	(1,679)	12	4,800	2,321	(2,479)
Physics	Single	320	50%	480	100%	5	2,400	2,799	399	6	2,880	2,799	(81)
Psychology	Single	320	25%	400	50%	12	2,400	543	(1,857)	14	2,800	2,901	101
					Total	**53**	**25,440**	**19,786**	**(5,654)**	**60**	**29,360**	**22,520**	**(6,840)**
Vice Chancellor for Student Affairs													
Center for Students with Disabilities	(two single modules were applied)					n/a	640	494	(146)	n/a	640	494	(146)
Leadership Development	(seven single modules were applied)					n/a	2,240	2,113	(127)	n/a	2,240	2,113	(127)
					Total	**0**	**2,880**	**2,607**	**(273)**	**0**	**2,880**	**2,607**	**(273)**
					RESEARCH LAB TOTAL	**62**	**33,840**	**25,034**	**(8,806)**	**69**	**37,760**	**27,768**	**(9,992)**

* Only full-time Professors, Associates Professors, and Assistant Professors; NASF = Net Assignable Square Feet

RESEARCH LABORATORIES

Office Space

Office space includes not only the physical office spaces but office services such as filing rooms, office supply closets, and most importantly departmental conference rooms and conference room service. UW-Whitewater supplied the consultants with a person-by-person employee file which included department, job title and employee category. Guidelines were applied on a per headcount basis based upon title and job function. An additional space guideline is applied for office service space and conference room space for eligible employees.

The office sizes ranged between 35 NASF per employee to 400 NASF per employee. Only University leadership received the larger space guidelines. The most common guideline applied was 140 NASF per employee or faculty. In addition to the office guidelines 30 NASF per eligible employee was applied for office service and 25 NASF per eligible employee was applied for conference room space.

The most common guideline used by the UW System is 120 NASF, which normally would have been applied but was not in this assessment (refer to page 31 for an explanation). Throughout the entire course of the study the appearance of an overage of office space was perplexing. Visual observation and work session topics evolved around people being double and triple booked in an office, but the data did not reinforce this perception.

Average Office Size at UW-Whitewater = 150 NASF
Most Used Office Space Metric in Assessment = 140 NASF
UW System Standard Guideline = 120 NASF

One of the initial findings indicate that office suite circulation was counted as office service space (space use code 315). While this is a very acceptable way of tracking suite circulation, the guidelines are typically not large enough to cover the internal suite circulation. For future reference, UW-Whitewater may want to differentiate suite circulation separate from other office service space. Accommodations were made for office circulation where warranted.

Resource centers where the center was incorrectly coded as office space were identified. Several such spaces were found and then either reclassified or appropriately divided so that the resource area could be reclassified separate from the office area.

The final factor is that the average office size at UW-Whitewater is on the high side at almost 150 NASF per room. This varies by Primary Unit and by building. Some offices were created in re-purposed dormitories which creates larger than normal office sizes. Others were originally constructed this way. It should be noted that newer construction on the UW-Whitewater campus has offices between 115 and 125 NASF.

Employee Type	NASF per Employee
Chancellor	400
Vice Chancellor	300
Dean, Associate Vice Chancellor	200
Associate Dean, Assistant Vice Chancellor, Director, Registrar	180
Associate Director, Assistant Dean, Assistant Director, Skilled Craft Supervisor, Service Maintenance Supervisor, Professional/ Non-Faculty,	140
Tenured/Tenure Track Faculty, Faculty (FT)	140
Tenured/Tenure Track Faculty (Studio Office)	200
Faculty (PT), Professional/Non-Faculty (PT)	70 *
Secretarial/Clerical/Support, Technical/Paraprofessional (FT), Library Assistants	120
Secretarial/Clerical/Support, Technical/Paraprofessional (PT)	60 *
Graduate Assistants	35 *
Skilled Craft Workers, Service Maintenance	0 *

In addition, for each eligible employee:
- 30 NASF for Office Service Space
- 25 NASF for Conference Room Space

For some departments additional allocations of office service or conference space were alloted for suite circulation or additional needs.

* Not eligible for service or conference space allocation.

OFFICE SPACE METRICS

ACADEMIC OFFICES

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
College of Arts & Communication	21,731	21,825	(94)	22,137	24,305	(2,168)
College of Business & Economics	32,530	32,345	185	32,530	34,515	(1,985)
College of Education & Professional Studies	21,868	23,165	(1,297)	27,069	25,345	1,724
College of Letters & Sciences	45,687	48,860	(3,173)	48,199	54,295	(6,096)
School of Graduate Studies & Continuing Education	4,435	4,285	150	4,963	5,010	(47)
Provost and Vice Chancellor for Academic Affairs	50,282	45,931	4,351	50,428	50,514	(86)
ACADEMIC OFFICES TOTAL	**176,533**	**176,411**	**122**	**185,326**	**193,984**	**(8,658)**

It is impractical to think that all existing office space on campus will be right-sized to 120 NASF; therefore, the space metric of 140 NASF was used in the analysis. As renovations occur and new construction is built, 120 NASF will be the metric going forward. The office metrics used in the assessment show that UW-Whitewater is now in relative balance for offices. As the student enrollment increases and new faculty are hired, a shortage of office space does occur.

ADMINISTRATIVE OFFICES

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Office of the Chancellor	2,460	2,402	58	2,460	2,402	58
Director for Intercollegiate Athletics	6,150	5,700	450	6,150	6,090	60
Vice Chancellor for Administrative Affairs	20,639	20,790	(151)	20,639	21,980	(1,341)
Vice Chancellor for Student Affairs	31,790	30,160	1,630	31,974	32,035	(61)
Vice Chancellor for University Relations	4,749	5,610	(861)	4,749	5,980	(1,231)
ADMINISTRATIVE OFFICES TOTAL	**65,788**	**64,662**	**1,126**	**65,972**	**68,487**	**(2,515)**

Library and Study Space

Library and Study space includes both the space which is found in the Andersen library and also the informal collaborative learning spaces throughout campus such as those found in Hyland Hall, Upham Hall, and the newly renovated Laurentide Hall. Library space is developed based upon three factors: collection size, study stations, and service space. Service space includes back-of-house functions and circulation and reference desks.

For this assessment, a conservative growth in collections was assumed of 7.5% over approximately seven to ten years. The need for collection space could be accommodated in compact shelving units. 20% of the undergraduate student FTE and 15% of the graduate student FTE was assumed for study stations. Finally, 10% of the total stack space and study space was used for service space. The deficit in this space category indicates a deficit of study space across the campus. This need for additional study space does not necessarily need to occur within the Library. It could be created in other non-residential locations throughout the campus. For a complete understanding of library needs, the office needs for the University Library are shown in the table.

	Volume Conversion		
	Current Items	Conversion Factor	PVEs
Books/Serials	690,907	1.00	690,907
Unbound Serials	7,030	0.50	14,060
Microforms	1,153,073	80.00	14,413
Audio/Visual Material	12,127	5.00	2,425
Fall 2012 Physical Volume Equivalents (PVE)			**721,806**

COLLECTIONS & STACK SPACE

	Fall 2012			13,875 Students		
	Guideline NASF	Existing Space	Overage/ (Need)	Guideline NASF	Future Existing Space	Overage/ (Need)
Stack Space	42,654	40,396	(2,259)	44,278	40,396	(3,883)
Study Space	61,530	57,381	(4,150)	70,290	59,095	(11,196)
TOTAL STACK & STUDY SPACE	**104,184**	**97,776**	**(6,408)**	**114,568**	**99,490**	**(15,078)**
Service Space @ 10%	10,418	10,610	192	11,457	10,610	(847)
TOTAL SPACE	**114,602**	**108,386**	**(6,216)**	**126,025**	**110,100**	**(15,925)**
PLUS Library Office Space	5,953	4,709	(1,244)	6,419	4,525	(1,894)
MINUS Non-Library Study Space	9,663	7,949	(1,714)	9,663	9,663	0
TOTAL LIBRARY & STUDY SPACE	**110,892**	**105,146**	**(5,746)**	**122,781**	**104,962**	**(17,819)**

LIBRARY & STUDY SPACE ANALYSIS

	Fall 2012			13,875 Students		
Shelving Type	PVEs	NASF per PVE	Stack Space	PVEs	NASF per PVE	Stack Space
				775,941	**7.5% Growth**	
Regular Shelving	600,000	0.065	39,000	600,000	0.065	39,000
Compact Shelving	121,806	0.030	3,654	175,941	0.030	5,278
		Total Stack Space	**42,654**			**44,278**

STACK SPACE

	Fall 2012			13,875 Students		
	Student FTE	Percent of Students	Study Stations	Student FTE	Percent of Students	Study Stations
Undergraduates	9,743	20%	1,949	11,033	20%	2,207
Graduates	680	15%	102	904	15%	136
		Total Study Stations	**2,051**			**2,343**
		NASF per Study Station	30			30
		Total Study Space	**61,530**			**70,290**

STUDY SPACE

Athletics / Recreation / Physical Education

Athletics, Recreation, and Physical Education space represents indoor gymnasiums, indoor pools, court facilities, weight training, training facilities, indoor running tracks, and fitness centers. This space also includes supporting locker rooms and shower/toilet facilities, equipment storage and check-out rooms, rehabilitation facilities, and spectator seating. At UW-Whitewater, space is shared and jointly administered between Athletics and Recreation, and the Health, Physical Education, Recreation & Coaching academic program. The indoor space required for recreation and physical education is based upon students whereas the indoor space required for intercollegiate athletics is determined based upon the sports, and the number of sports for each men and women, and the level of competition (Division I, II, or III).

For recreation and physical education an additional factor to consider is whether or not physical education is required in the general education/core curriculum. If it is a requirement, is it primarily classroom based instruction or activity based instruction. At UW-Whitewater, physical education is not a requirement; therefore no additional space requirement is considered. The guideline illustrated in the above table is from Bareither & Schillinger's guidelines generated for the University of Illinois. The consultant has used this guidelines in previous studies as it is a good predictor of space needs. The guideline uses 12.1 NASF per student for 100% of the undergraduate student population but only 25% of the graduate population.

For intercollegiate athletics the amount of space required uses an average for other Division III institutions. In Division III, the space in athletics ranges from a low of 50,000 NASF to a high of 125,000 NASF. The reason for the range is based upon whether or not the institution has a football and/or soccer program. The climate in which the institution resides can also play a role in determining the degree to which indoor facilities are required. Given the University's climate and number and types of sports, 100,000 NASF is an appropriate benchmark. It should be noted that office space for these units is not included in these calculations.

INDOOR ATHLETICS/RECREATION/PHYSICAL EDUCATION SPACE*

		Fall 2012 - 12,030 Students		13,875 Students	
	Percent	No. of People	No. of Eligible People	No. of People	No. of Eligible People
Recreation / Physical Education Space					
Undergraduate Students	100%	9,743	9,743	11,033	11,033
Graduate Students	25%	680	170	904	226
Total No. of Eligible People			**9,913**		**11,259**
NASF per Eligible Person			12.1		12.1
Total Guideline NASF			**119,947**		**136,234**
Athletics					
Benchmark NASF for Division III			**100,000**		**100,000**
			NASF		**NASF**
TOTAL					
Guideline NASF			219,947		236,234
Existing NASF			192,873		192,873
Overage / (Need)			**(27,074)**		**(43,361)**

**Office Space is generated under the Academic and Administrative Office space categories.*

Assembly and Exhibit Space

Assembly space is defined as any room designed and equipped for the assembly of large number of people. Spaces include theaters, auditoriums, concert halls, and arenas. Exhibit space include the display of materials, works of art, or artifacts such as an herbarium or rock specimen room. This space category only includes the spaces that support academic programs. Assembly spaces that are used for events and general student gatherings are included in other space categories.

A relevant guideline is one promulgated by the Council of Educational Facility Planners International. This guideline has a core allowance of 27,450 NASF for institutions with more than 5,000 students having active fine arts and music programs. Additionally, there are six (6) NASF/Student FTE for student levels over the 5,000 enrollment level. The existing space in the Little Red Schoolhouse (527 NASF) and Halvorson Log Cabin (317 NASF) are added to this guideline as these spaces are not in direct support of the academic programs.

Application of this guideline shows that UW-Whitewater is in relative balance in assembly and exhibit space. The existing space is spread out over ten different units, 90% of which are in the College of Arts & Communication. The observatory in Physics, the biological specimen collections, the Fiskum Gallery, the Young Auditorium, and other Arts & Communication spaces make up this space type. The future need for this space is a result of the student growth. This future need is included under the Provost.

Other Academic and Administrative Space

Other department space is all the space that does not clearly fit into the other space classifications. It includes spaces such as media production rooms – television, radio, newspapers, and curriculum development; vivaria; greenhouse space; clinics; child care centers; server rooms; computer repair spaces; and study halls. Other spaces in this category include meeting rooms or classrooms that are not available for general scheduling such as IEI and ESL classrooms; faculty development and support centers; departmental resource rooms, lounges, and storage. Because this space is so diverse most guideline systems do not address these space types.

The Intensive English Institute is a relatively new initiative on campus that continues to evolve in its concept. At the time of the data gathering for this master plan, the program was still being developed and was not planned to begin until Fall of 2014 with a target enrollment of 80 students. Intensive English programs typically do not follow the same scheduling time grid as the rest of campus due to the nature of their instruction. As a result, it is difficult for this program to share instructional space with general access courses.

Initial interviews with program administrators indicated instructional space would be needed to fulfill the needs of the program. This report reflects this assumption and shows a maximum need of 10 classrooms for this program based on a true Intensive English (IE) instructional model at an enrollment of 160. As the program develops and is more fully refined, it could potentially evolve into a hybrid of a pure IE model and a robust English-as-a-Second Language (ESL) program, where upper level students could integrate into already established English courses on campus. This approach reduces the need for a large number of dedicated classrooms. The IEI program could also align its instruction curriculum with the campus course timetable, potentially offering more flexibility for scheduling in existing general access classrooms.

Student FTE =	**Fall 2012 NASF** *10,423*	**13,875 Students NASF** *11,937*
Core Space	22,450	22,450
Active Music Program	5,000	5,000
6 NASF per Student over 5,000	32,538	41,622
Guideline* Subtotal	**59,988**	**69,072**
Halvorson Log Cabin	317	317
Little Red Schoolhouse	527	527
Total Guideline NASF	**60,832**	**69,916**

TOTAL		
Guideline NASF	60,832	69,916
Existing NASF	60,404	60,404
Overage / (Need)	**(428)**	**(9,512)**

**This guideline is in direct support of academic programs.*

ASSEMBLY & EXHIBIT SPACE

		Fall 2012	13,875 Students
Student FTE =	**NASF/ Student**	*10,423* **NASF**	*11,937* **NASF**
Guideline NASF	7	72,961	83,559
Existing NASF		53,818	55,188
Overage / (Need)		**(19,143)**	**(28,371)**

OTHER ACADEMIC SPACE

Benchmarking has shown that this space can range from as low as 3 NASF/Student FTE to as much as 25 NASF/Student FTE depending on the institution's programs. Unique from some of the other space categories, this category tends to increase with time, programs, and growth in enrollment and research. There are typically no efficiencies to gain. For the space assessment seven (7) NASF/Student FTE was used for other academic space and two (2) NASF/Student FTE was used for other administrative space. This space was portioned to the units based upon existing space quantities and/or needs observed or expressed during the on site work sessions.

Physical Plant

Physical plant space includes central storage, central services (printing and mail services), shop space, vehicle storage, hazardous materials, and waste storage and service. Most guidelines suggest a percentage of six (6) to eight (8) percent of all square footage on campus, minus existing physical plant space. For the space assessment this range of guideline produced a very large need for space. In response, five percent (5%) was used and appeared to be more appropriate. The current need for physical plant is based upon existing square footages whereas the projected guideline NASF for physical plant space is based upon the recommended square footage minus physical plant.

		Fall 2012	13,875 Students
Student FTE =		*10,423*	*11,937*
	NASF/ Student	**NASF**	**NASF**
Guideline NASF	2	20,846	23,874
Existing NASF		16,117	16,117
Overage / (Need)		**(4,729)**	**(7,757)**

OTHER ADMINISTRATIVE SPACE

Student Center Space

Student center space includes non-residential dining facilities, bookstores, ballrooms/meeting spaces, student lounges, student recreational facilities such as game and video rooms (not fitness facilities), and student government/club/organization offices and space. While referred to as a center or a union, quite often these spaces are dispersed throughout a campus as they are at UW-Whitewater. Widely accepted formulas recommend between nine (9) and ten (10) NASF per Student FTE for larger campuses. For this assessment, student center space was calculated at 10 NASF per student FTE.

Health Care Facilities

Health care facilities includes both medical and counseling service space needed to support students. For UW-Whitewater, this also includes the employee assistance program clinic space located in the Ambrose Health Center. One (1) NASF per Student FTE was used to generate the need for space plus an additional allowance of 500 NASF was provided to accommodate the employee assistance program. Office space is calculated separate from this metric.

		Fall 2012	13,875 Students
Student FTE =		*10,423*	*11,937*
	NASF/ Student	**NASF**	**NASF**
Guideline NASF	10	104,230	119,370
Existing NASF		106,117	106,812
Overage / (Need)		**1,887**	**(12,558)**

STUDENT CENTER SPACE

		Fall 2012	13,875 Students
Student FTE =		*10,423*	*11,937*
	NASF/ Student	**NASF**	**NASF**
Guideline NASF plus 500 NASF	1.00	10,923	12,437
Existing NASF		8,260	8,260
Overage / (Need)		**(2,663)**	**(4,177)**

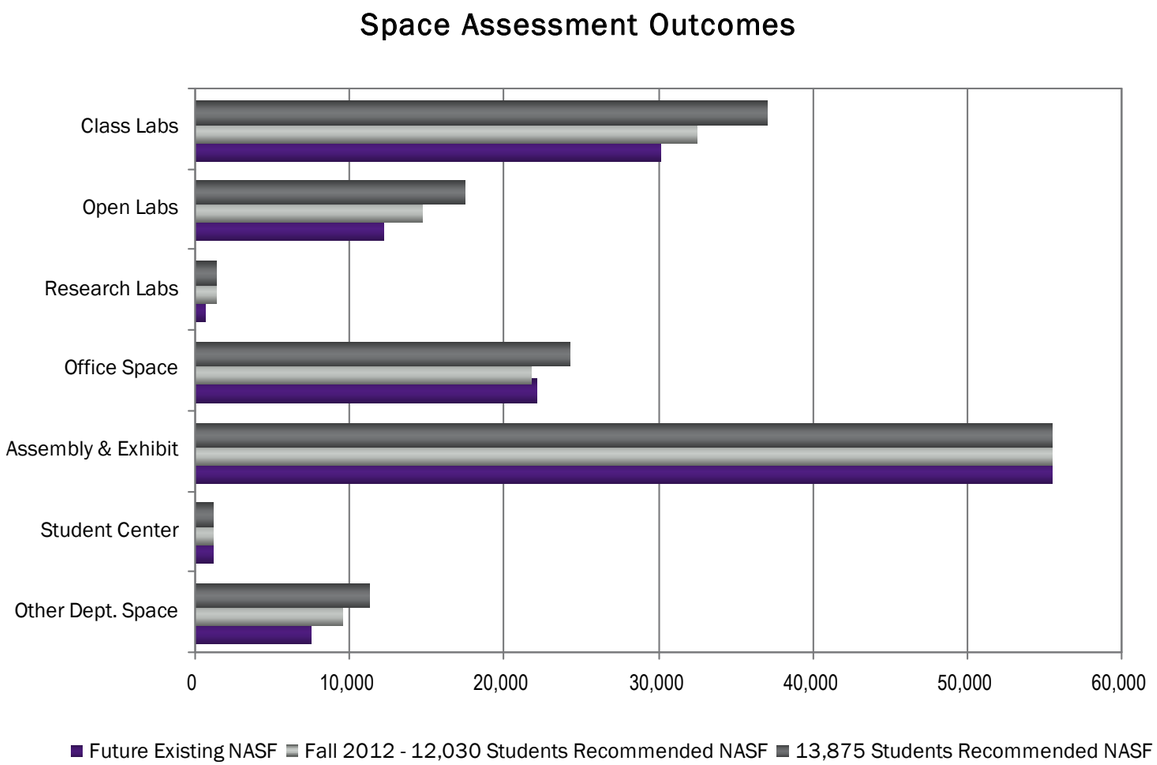
Note: Additional 500 NASF is for the Employee Assistance Program

HEALTH CARE FACILITIES

Assessment by Primary Unit

The following section includes the space needs by primary unit in more detail. Individual tables each unit's needs by space category, and then by secondary unit or department.

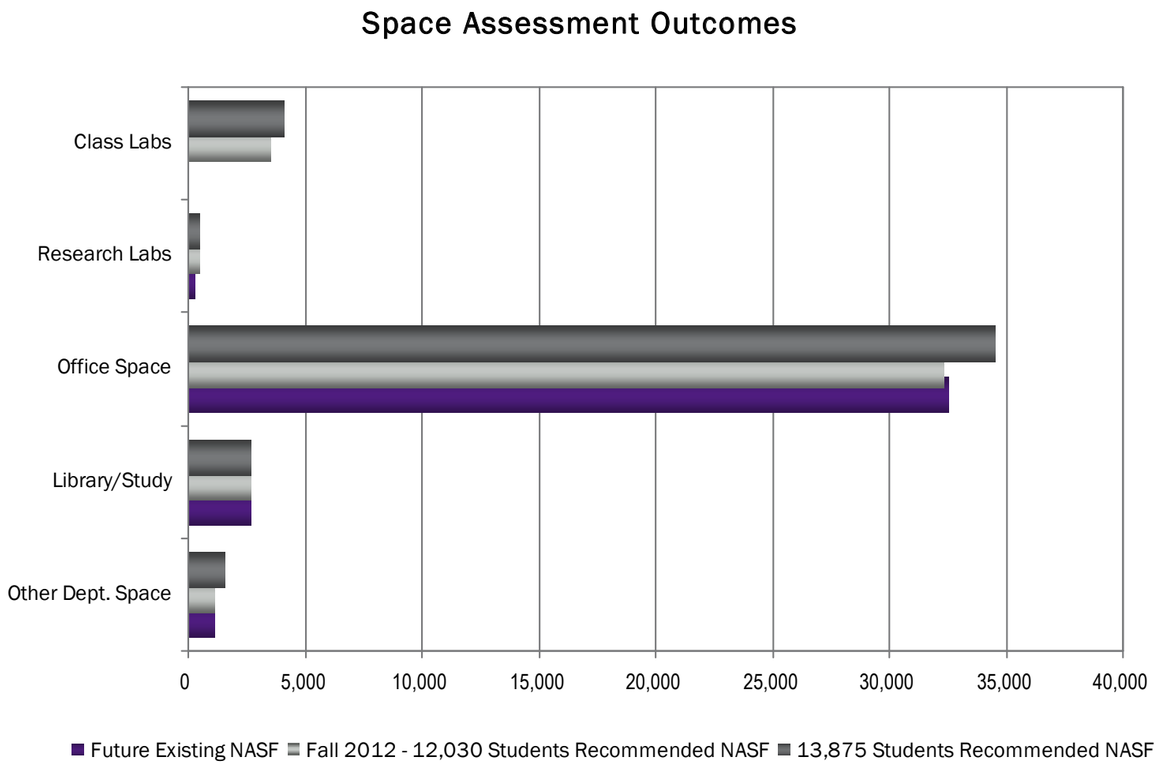
College of Arts and Communication



Unit	Fall '12 - 12,030 Students Existing NASF	Guideline NASF	Overage/ (Need)	13,875 Students Future Existing NASF	Guideline NASF	Overage/ (Need)
Art	31,142	30,193	949	30,593	33,327	(2,734)
Communication	13,078	17,304	(4,226)	13,931	20,795	(6,864)
Dean of Arts & Communication	5,223	4,380	843	5,223	4,937	286
Irvin L Young Auditorium-GPR	27,941	27,186	755	27,941	27,186	755
Music	21,120	21,407	(287)	21,120	24,084	(2,964)
Royal Purple	1,316	1,317	(1)	1,316	1,380	(64)
Theatre/Dance	29,158	34,886	(5,728)	29,260	36,455	(7,195)
TOTAL	**128,978**	**136,673**	**(7,695)**	**129,384**	**148,164**	**(18,780)**

	Fall '12 - 12,030 Students Existing NASF	Guideline NASF	Overage/ (Need)	13,875 Students Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Laboratories	43,050	48,625	(5,575)	43,050	55,934	(12,884)
Class Laboratories	*30,172*	*32,517*	*(2,345)*	*30,172*	*37,021*	*(6,849)*
Open Laboratories	*12,285*	*14,668*	*(2,383)*	*12,285*	*17,473*	*(5,188)*
Research Laboratories	*593*	*1,440*	*(847)*	*593*	*1,440*	*(847)*
Academic Offices	21,731	21,825	(94)	22,137	24,305	(2,168)
Other Academic Space	7,528	9,554	(2,026)	7,528	11,256	(3,728)
Academic Space Total	**72,309**	**80,004**	**(7,695)**	**72,715**	**91,495**	**(18,780)**
Academic Support Space						
Assembly & Exhibit Space	55,537	55,537	0	55,537	55,537	0
Academic Support Space Total	**55,537**	**55,537**	**0**	**55,537**	**55,537**	**0**
Auxilary Space						
Student Center	1,132	1,132	0	1,132	1,132	0
Auxilary Space Total	**1,132**	**1,132**	**0**	**1,132**	**1,132**	**0**
TOTAL	**128,978**	**136,673**	**(7,695)**	**129,384**	**148,164**	**(18,780)**

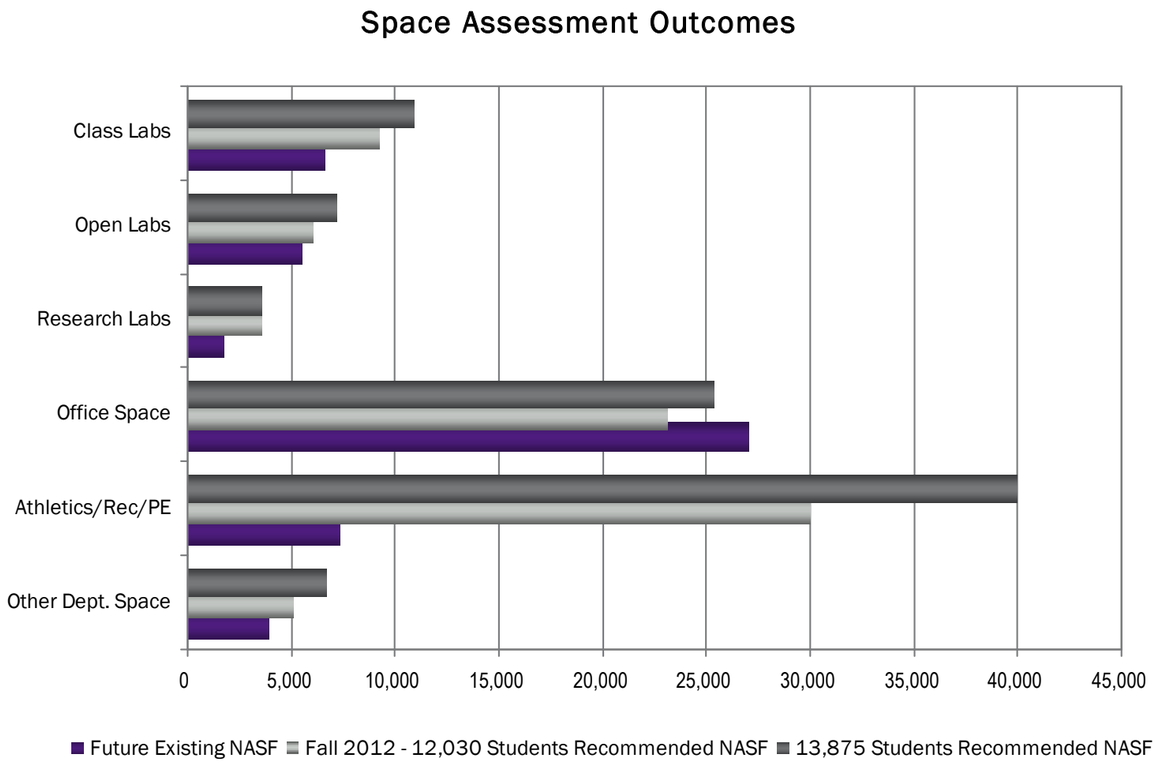
College of Business and Economics



	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Accounting	3,614	3,053	561	3,614	3,428	186
Dean of Business & Economics	16,105	14,767	1,338	16,564	15,547	1,017
Economics	2,098	2,780	(682)	2,098	2,975	(877)
Finance & Business Law	3,025	4,678	(1,653)	3,025	5,245	(2,220)
Information Technology/Supply Chain Mgmt	2,972	5,199	(2,227)	2,757	5,719	(2,962)
Management	4,426	4,730	(304)	3,774	5,190	(1,416)
Marketing	2,088	2,650	(562)	2,496	2,916	(420)
Small Business Development Center	2,302	2,302	0	2,302	2,302	0
TOTAL	**36,630**	**40,159**	**(3,529)**	**36,630**	**43,322**	**(6,692)**

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Laboratories	294	4,002	(3,708)	294	4,605	(4,311)
Class Laboratories	*0*	*3,522*	*(3,522)*	*0*	*4,125*	*(4,125)*
Research Laboratories	*294*	*480*	*(186)*	*294*	*480*	*(186)*
Academic Offices	32,530	32,345	185	32,530	34,515	(1,985)
Library & Study Space	2,672	2,672	0	2,672	2,672	0
Other Academic Space	1,134	1,140	(6)	1,134	1,530	(396)
Academic Space Total	**36,630**	**40,159**	**(3,529)**	**36,630**	**43,322**	**(6,692)**
TOTAL	36,630	40,159	(3,529)	36,630	43,322	(6,692)

College of Education and Professional Studies

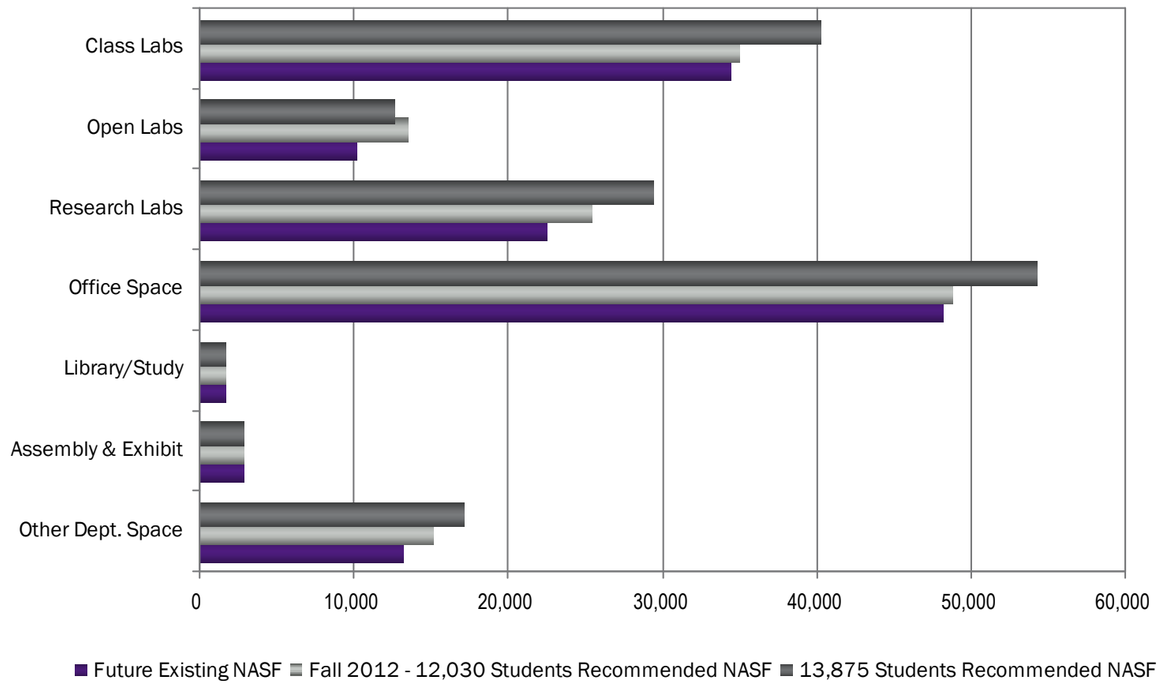


	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Communication Sciences and Disorders	2,759	4,214	(1,455)	2,759	4,252	(1,493)
Counselor Education	3,072	5,472	(2,400)	3,072	6,099	(3,027)
Curriculum & Instruction	5,052	9,081	(4,029)	5,781	10,515	(4,734)
Dean of Education	9,345	7,180	2,165	11,734	8,469	3,265
Education Foundations	3,297	5,358	(2,061)	3,297	6,131	(2,834)
Heath, Physical Education, Recreation & Coac	9,976	36,038	(26,062)	9,976	46,838	(36,862)
Leadership/Military Science & Aero Studies	3,204	3,090	114	6,636	4,083	2,553
Occupational/Environmental Safety & Health	4,737	2,604	2,133	4,737	2,733	2,004
Special Education	4,397	3,757	640	4,253	4,293	(40)
Student Teaching	0	350	(350)	0	350	(350)
TOTAL	**45,839**	**77,144**	**(31,305)**	**52,245**	**93,763**	**(41,518)**

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Laboratories	13,531	18,871	(5,340)	13,913	21,724	(7,811)
Class Laboratories	*6,657*	*9,223*	*(2,566)*	*6,657*	*10,918*	*(4,261)*
Open Laboratories	*5,120*	*6,048*	*(928)*	*5,502*	*7,206*	*(1,704)*
Research Laboratories	*1,754*	*3,600*	*(1,846)*	*1,754*	*3,600*	*(1,846)*
Academic Offices	21,868	23,165	(1,297)	27,069	25,345	1,724
Other Academic Space	3,105	5,108	(2,003)	3,928	6,694	(2,766)
Academic Space Total	**38,504**	**47,144**	**(8,640)**	**44,910**	**53,763**	**(8,853)**
Academic Support Space						
Athletics / Recreation / PE	7,335	30,000	(22,665)	7,335	40,000	(32,665)
Academic Support Space Total	**7,335**	**30,000**	**(22,665)**	**7,335**	**40,000**	**(32,665)**
TOTAL	**45,839**	**77,144**	**(31,305)**	**52,245**	**93,763**	**(41,518)**

College of Letters and Sciences

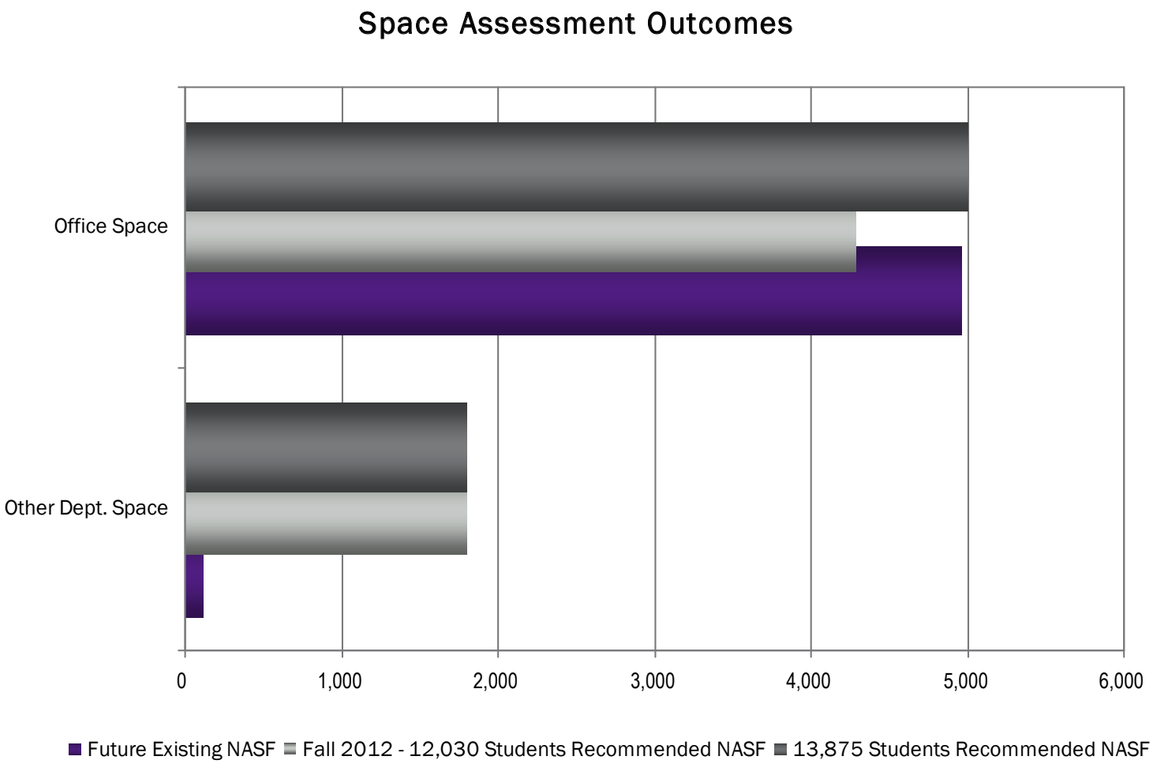
Space Assessment Outcomes



	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Letters						
Foreign Languages	1,622	1,830	(208)	4,530	1,842	2,688
History	3,536	2,750	786	2,064	3,110	(1,046)
Languages & Literature	5,346	12,027	(6,681)	5,402	13,499	(8,097)
Philosophy-Religious Studies	2,759	2,440	319	2,134	2,440	(306)
Political Science	3,371	2,950	421	2,211	3,790	(1,579)
Race and Ethnic Cultures	502	200	302	293	200	93
Social Work	2,315	1,980	335	1,390	2,050	(660)
Sociology	4,203	3,750	453	2,748	4,855	(2,107)
Womens Studies	659	1,140	(481)	927	1,154	(227)
Letters Total	**24,313**	**29,067**	**(4,754)**	**21,699**	**32,940**	**(11,241)**
Sciences						
Biological Sciences	35,007	35,234	(227)	35,007	39,584	(4,577)
Chemistry	17,333	15,834	1,499	17,333	17,285	48
Geography & Geology	14,746	14,692	54	14,746	17,352	(2,606)
Management Computer Systems-L&S	702	4,663	(3,961)	1,032	5,331	(4,299)
Mathematics	6,368	9,351	(2,983)	6,219	10,478	(4,259)
Physics	15,410	12,815	2,595	15,410	14,739	671
Psychology	6,376	9,589	(3,213)	7,987	8,857	(870)
Sciences Total	**95,942**	**102,178**	**(6,236)**	**97,734**	**113,626**	**(15,892)**
Dean						
Dean of Letters & Science	7,001	11,296	(4,295)	13,744	11,714	2,030
Dean Total	**7,001**	**11,296**	**(4,295)**	**13,744**	**11,714**	**2,030**
TOTAL	**127,256**	**142,541**	**(15,285)**	**133,177**	**158,280**	**(25,103)**

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Laboratories	64,810	73,944	(9,134)	67,166	82,246	(15,080)
Class Laboratories	*34,325*	*34,968*	*(643)*	*34,401*	*40,232*	*(5,831)*
Open Laboratories	*10,699*	*13,536*	*(2,837)*	*10,245*	*12,654*	*(2,409)*
Research Laboratories	*19,786*	*25,440*	*(5,654)*	*22,520*	*29,360*	*(6,840)*
Academic Offices	45,687	48,860	(3,173)	48,199	54,295	(6,096)
Library & Study Space	0	1,714	(1,714)	1,714	1,714	0
Other Academic Space	13,862	15,126	(1,264)	13,201	17,128	(3,927)
Academic Space Total	**124,359**	**139,644**	**(15,285)**	**130,280**	**155,383**	**(25,103)**
Academic Support Space						
Assembly & Exhibit Space	2,897	2,897	0	2,897	2,897	0
Academic Support Space Total	**2,897**	**2,897**	**0**	**2,897**	**2,897**	**0**
TOTAL	**127,256**	**142,541**	**(15,285)**	**133,177**	**158,280**	**(25,103)**

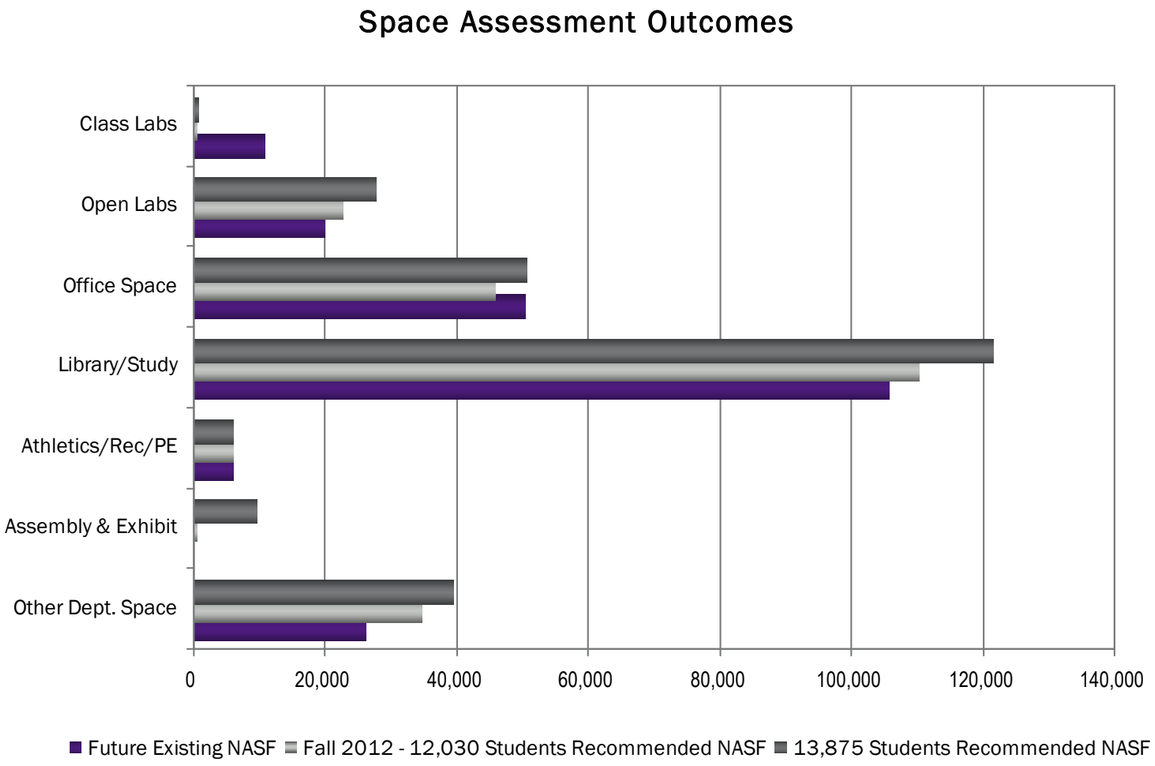
College of Graduate Studies & Continuing Education



Unit	Fall '12 - 12,030 Students Existing NASF	Guideline NASF	Overage/ (Need)	13,875 Students Future Existing NASF	Guideline NASF	Overage/ (Need)
Continuing Education	3,019	3,395	(376)	4,482	3,890	592
Credit Outreach	0	1,690	(1,690)	0	1,920	(1,920)
Dean of Graduate Studies	1,411	0	1,411	476	0	476
Education Outreach	126	0	126	126	0	126
Graduate School	0	1,000	(1,000)	0	1,000	(1,000)
TOTAL	**4,556**	**6,085**	**(1,529)**	**5,084**	**6,810**	**(1,726)**

	Fall '12 - 12,030 Students Existing NASF	Guideline NASF	Overage/ (Need)	13,875 Students Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Academic Offices	4,435	4,285	150	4,963	5,010	(47)
Other Academic Space	121	1,800	(1,679)	121	1,800	(1,679)
Academic Space Total	**4,556**	**6,085**	**(1,529)**	**5,084**	**6,810**	**(1,726)**
TOTAL	**4,556**	**6,085**	**(1,529)**	**5,084**	**6,810**	**(1,726)**

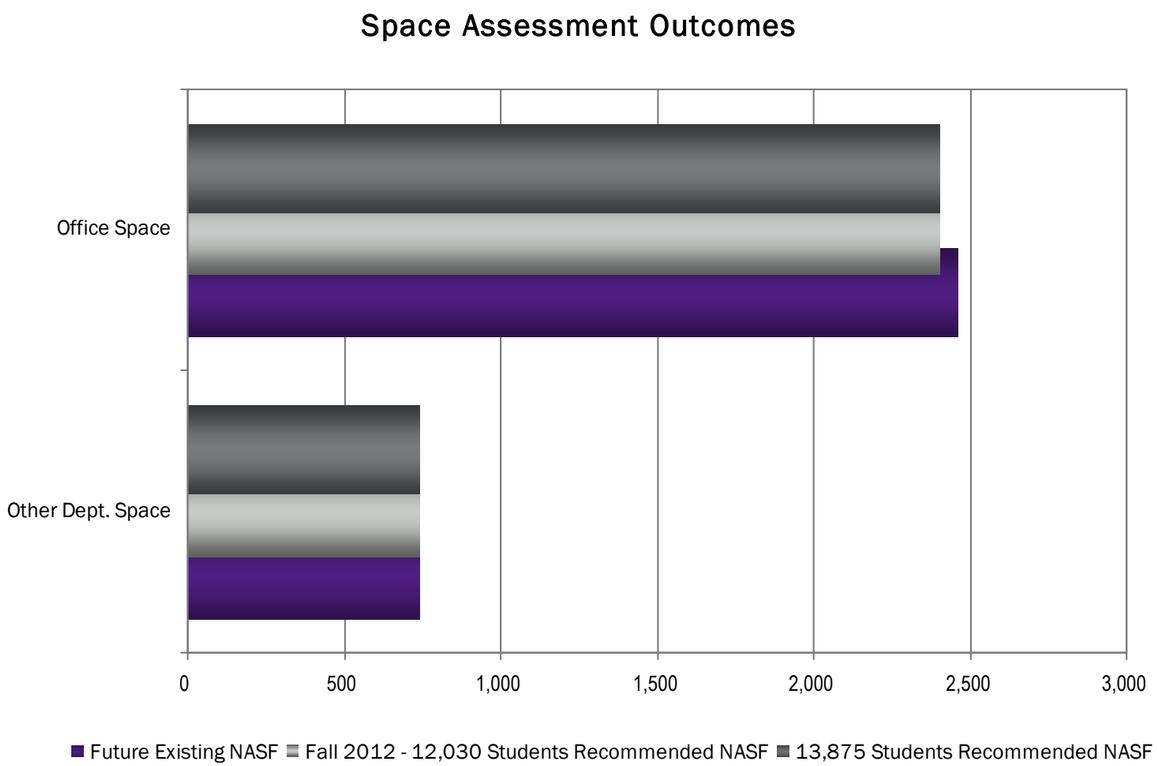
Provost and Vice Chancellor for Academic Affairs



	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Support Services	18,367	15,714	2,653	18,260	18,033	227
Admissions	3,234	3,155	79	2,839	3,330	(491)
Assoc Vice Chanc - Academic Affairs	1,304	1,304	0	1,304	1,304	0
Customer Tech Serv & Support	4,232	3,549	683	4,232	4,323	(91)
Enrollment and Retention	3,012	4,825	(1,813)	3,012	5,055	(2,043)
Faculty Senate	310	310	0	163	310	(147)
Financial Aid	4,351	4,135	216	4,351	4,310	41
First Year Experience and Learning Communit	1,447	1,270	177	1,447	1,270	177
ICIT - Administrative Info Services	2,193	2,294	(101)	2,193	2,761	(568)
Institutional Research	0	0	0	1,553	1,325	228
International Education	767	955	(188)	767	2,280	(1,513)
Registrar	3,045	2,235	810	3,045	2,410	635
Research & Sponsored Programs	3,018	3,175	(157)	3,018	3,345	(327)
T&IR - Admin Computing	15,755	16,546	(791)	16,089	20,054	(3,965)
T&IR - Info Systems & Operations Services	8,163	6,315	1,848	8,163	7,947	216
T&IR - Networking & Telecom Serv	4,448	5,285	(837)	4,768	5,285	(517)
T&IR - User Training & Suppt Serv Acad	5,815	5,752	63	5,815	7,391	(1,576)
University Library	106,718	112,464	(5,746)	106,534	124,353	(17,819)
Vice Chancellor & Provost - Acad Affairs	31,191	31,264	(73)	31,348	40,725	(9,377)
TOTAL	**217,370**	**220,547**	**(3,177)**	**218,901**	**255,811**	**(36,910)**

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Laboratories	29,879	23,249	6,630	30,584	28,503	2,081
Class Laboratories	*10,773*	*606*	*10,167*	*10,773*	*699*	*10,074*
Open Laboratories	*19,106*	*22,643*	*(3,537)*	*19,811*	*27,804*	*(7,993)*
Academic Offices	50,282	45,931	4,351	50,428	50,514	(86)
Library & Study Space	105,714	110,216	(4,502)	105,714	121,639	(15,925)
Other Academic Space	25,504	34,732	(9,228)	26,184	39,652	(13,468)
Academic Space Total	**211,379**	**214,128**	**(2,749)**	**212,910**	**240,308**	**(27,398)**
Academic Support Space						
Assembly & Exhibit Space	0	428	(428)	0	9,512	(9,512)
Athletics / Recreation / PE	5,991	5,991	0	5,991	5,991	0
Academic Support Space Total	**5,991**	**6,419**	**(428)**	**5,991**	**15,503**	**(9,512)**
TOTAL	**217,370**	**220,547**	**(3,177)**	**218,901**	**255,811**	**(36,910)**

Office of the Chancellor

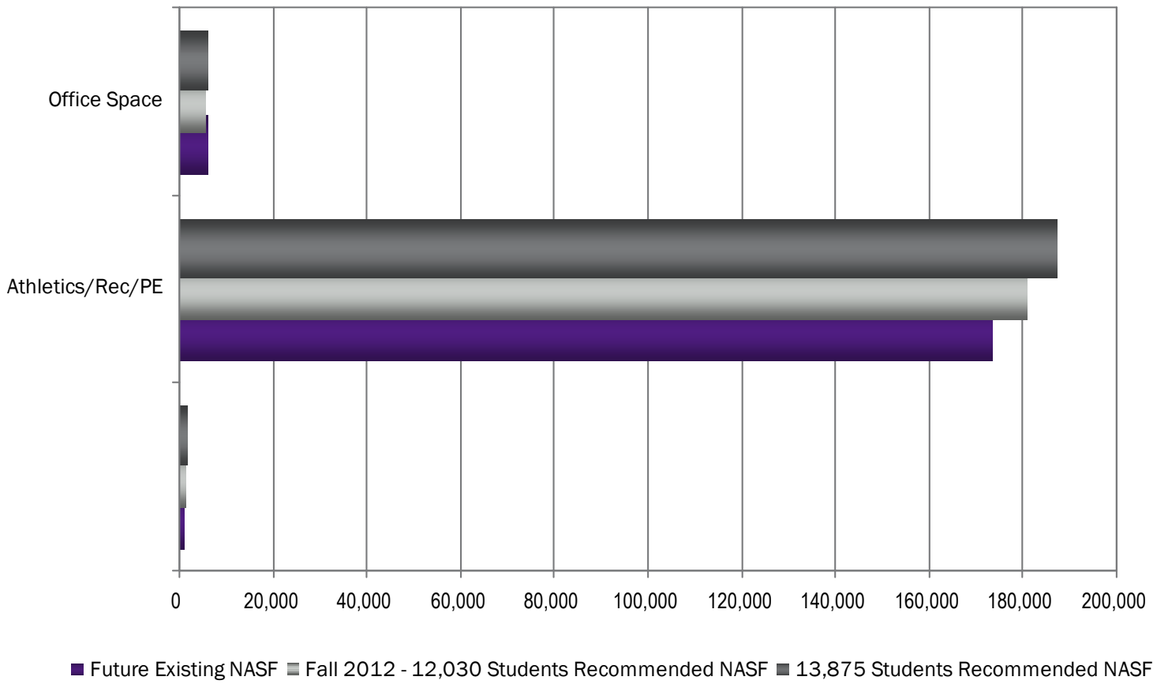


	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Support Space						
Administrative Offices	2,460	2,402	58	2,460	2,402	58
Other Administrative Space	741	741	0	741	741	0
Academic Support Space Total	**3,201**	**3,143**	**58**	**3,201**	**3,143**	**58**
TOTAL	**3,201**	**3,143**	**58**	**3,201**	**3,143**	**58**

	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Asst Chanc Budget Plan & Analy	459	625	(166)	459	625	(166)
Chancellors Office	2,742	2,518	224	2,742	2,518	224
TOTAL	**3,201**	**3,143**	**58**	**3,201**	**3,143**	**58**

Director for Intercollegiate Athletics

Space Assessment Outcomes

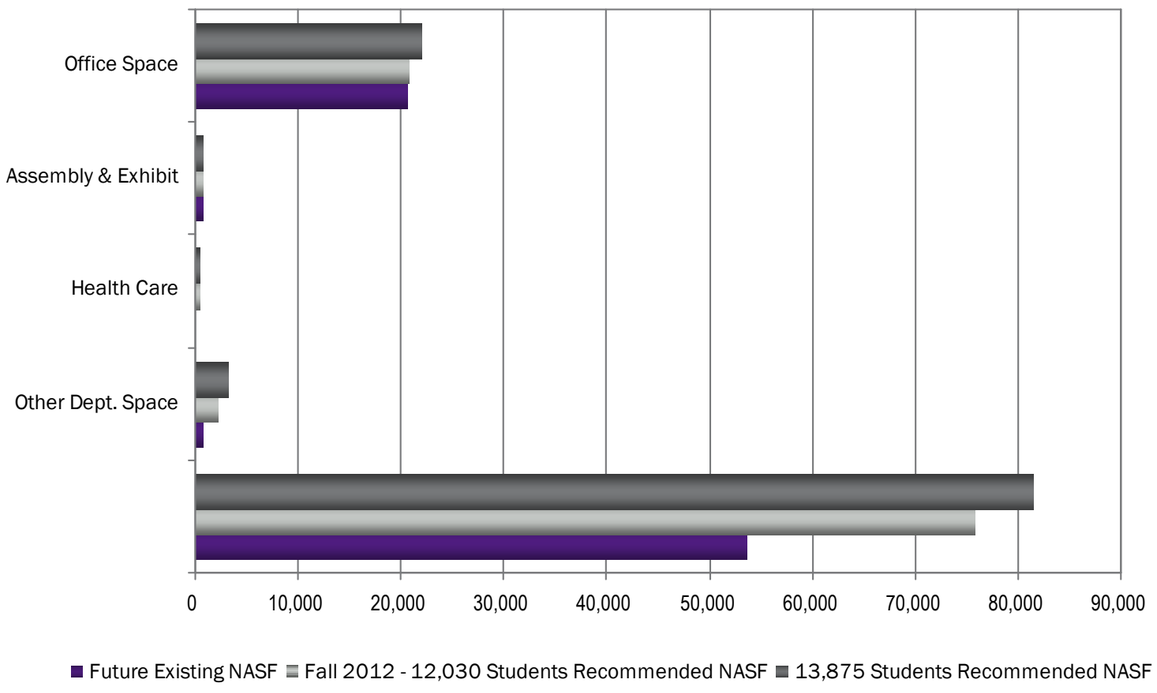


	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Support Space						
Administrative Offices	6,150	5,700	450	6,150	6,090	60
Athletics / Recreation / PE	173,609	180,894	(7,285)	173,609	187,181	(13,572)
Physical Plant	1,079	1,526	(447)	1,079	1,641	(562)
Academic Support Space Total	**180,838**	**188,120**	**(7,282)**	**180,838**	**194,912**	**(14,074)**
TOTAL	180,838	188,120	(7,282)	180,838	194,912	(14,074)

	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Intercoll Athletics - General Operations	180,838	188,120	(7,282)	180,838	194,912	(14,074)
TOTAL	**180,838**	**188,120**	**(7,282)**	**180,838**	**194,912**	**(14,074)**

Vice Chancellor for Administrative Affairs

Space Assessment Outcomes

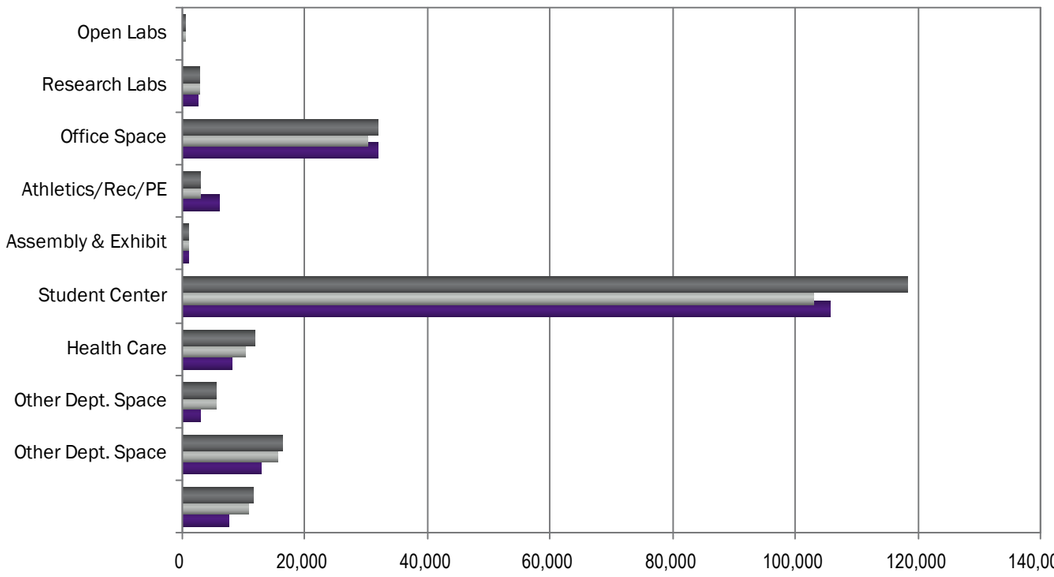


	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Assist Chanc Admin Affairs	1,509	530	979	1,509	530	979
Building Maintenance	2,046	2,894	(848)	2,046	3,111	(1,065)
Central Receiving	19,100	25,674	(6,574)	19,100	27,600	(8,500)
Circulation	709	1,003	(294)	709	1,078	(369)
Custodial	388	497	(109)	388	534	(146)
Employee Assistance Program	163	500	(337)	163	500	(337)
Facilities Planning & Management	32,724	45,577	(12,853)	32,605	48,878	(16,273)
Financial Services	4,966	4,730	236	4,966	5,160	(194)
Halvorson Log Cabin	317	317	0	317	317	0
Hazardous Waste & Recycling	698	987	(289)	698	1,061	(363)
Human Resources	2,147	2,950	(803)	2,147	2,950	(803)
Internal Audit	122	195	(73)	122	195	(73)
Little Red Schoolhouse	527	527	0	527	527	0
Mail Center Op/Reserve	1,372	1,941	(569)	1,372	2,086	(714)
Mechanical	1,162	1,419	(257)	1,279	1,703	(424)
Parking Services	1,587	3,065	(1,478)	1,587	4,065	(2,478)
Power Plant	383	405	(22)	383	405	(22)
Surplus Sales	1,949	2,521	(572)	1,949	2,710	(761)
University Police & Security	4,116	4,440	(324)	4,116	4,635	(519)
TOTAL	**75,985**	**100,172**	**(24,187)**	**75,983**	**108,045**	**(32,062)**

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Support Space						
Administrative Offices	20,639	20,790	(151)	20,639	21,980	(1,341)
Other Administrative Space	727	2,200	(1,473)	727	3,200	(2,473)
Assembly & Exhibit Space	844	844	0	844	844	0
Physical Plant	53,612	75,838	(22,226)	53,610	81,521	(27,911)
Academic Support Space Total	**75,822**	**99,672**	**(23,850)**	**75,820**	**107,545**	**(31,725)**
Auxilary Space						
Health Care Facilities	163	500	(337)	163	500	(337)
Auxilary Space Total	**163**	**500**	**(337)**	**163**	**500**	**(337)**
TOTAL	**75,985**	**100,172**	**(24,187)**	**75,983**	**108,045**	**(32,062)**

Vice Chancellor for Student Affairs

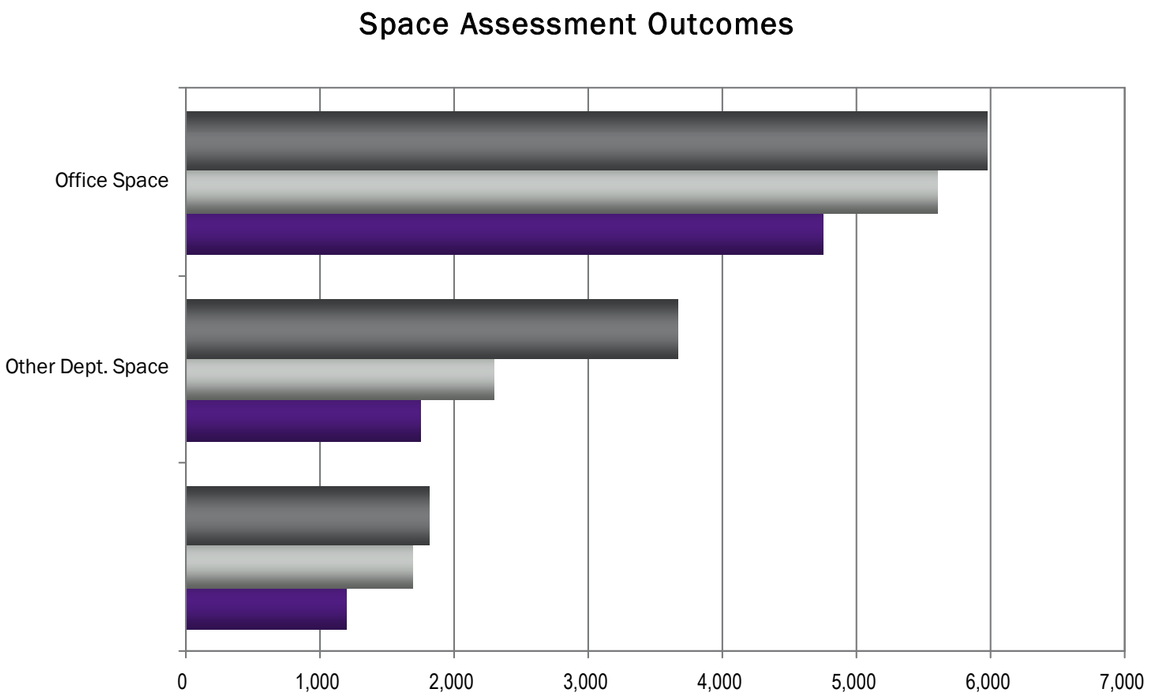
Space Assessment Outcomes



	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Space						
Laboratories	2,971	3,315	(344)	2,971	3,398	(427)
Open Laboratories	*364*	*435*	*(71)*	*364*	*518*	*(154)*
Research Laboratories	*2,607*	*2,880*	*(273)*	*2,607*	*2,880*	*(273)*
Other Academic Space	2,564	5,500	(2,936)	3,092	5,500	(2,408)
Academic Space Total	**5,535**	**8,815**	**(3,280)**	**6,063**	**8,898**	**(2,835)**
Academic Support Space						
Administrative Offices	31,790	30,160	1,630	31,974	32,035	(61)
Other Administrative Space	12,890	15,610	(2,720)	12,890	16,267	(3,377)
Assembly & Exhibit Space	1,126	1,126	0	1,126	1,126	0
Athletics / Recreation / PE	5,938	3,062	2,876	5,938	3,062	2,876
Physical Plant	7,586	10,730	(3,144)	7,586	11,535	(3,949)
Academic Support Space Total	**59,330**	**60,688**	**(1,358)**	**59,514**	**64,025**	**(4,511)**
Auxilary Space						
Student Center	104,985	103,099	1,886	105,680	118,238	(12,558)
Health Care Facilities	8,097	10,423	(2,326)	8,097	11,937	(3,840)
Auxilary Space Total	**113,082**	**113,522**	**(440)**	**113,777**	**130,175**	**(16,398)**
TOTAL	**177,947**	**183,025**	**(5,078)**	**179,354**	**203,098**	**(23,744)**

	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Adult Resource Center	442	0	442	442	0	442
Asst Chance - Student Affairs	1,201	1,140	61	1,201	1,140	61
Career Services	0	1,265	(1,265)	0	1,440	(1,440)
Center for Students with Disabilities	8,399	9,717	(1,318)	8,583	10,330	(1,747)
Children's Center	8,152	10,080	(1,928)	8,152	10,080	(1,928)
Dean of Student Life	523	585	(62)	523	585	(62)
Fiskum Gallery	1,293	949	344	1,293	949	344
Hawk Card Office	184	175	9	184	175	9
Information/Ticket Center	380	380	0	380	380	0
Leadership Development	13,782	14,008	(226)	13,782	14,183	(401)
Outdoor Facilities & Field Operations	1,336	1,336	0	1,336	1,336	0
Rec Sports Facility Coordination	6,079	3,031	3,048	6,079	3,206	2,873
Recreation Center	9,290	9,099	191	9,290	10,044	(754)
Res Life Maintenance	4,921	6,961	(2,040)	4,921	7,483	(2,562)
Res Life Office	8,223	6,850	1,373	8,223	7,450	773
Residential Dining - General Operations	1,639	1,574	65	1,639	1,699	(60)
Student Counseling Center	1,346	1,733	(387)	1,346	1,984	(638)
Student Health Center	10,141	12,013	(1,872)	10,141	13,291	(3,150)
Student Organization Program	2,064	5,000	(2,936)	2,592	5,000	(2,408)
Textbook Administration	6,563	6,463	100	6,563	7,116	(553)
Ticket Information	180	180	0	180	180	0
UC Multicultural Programs	120	0	120	120	0	120
University Bookstore	9,976	10,328	(352)	9,976	14,372	(4,396)
University Center General Operations	80,336	79,438	898	81,031	88,184	(7,153)
University Reservations	679	0	679	679	0	679
Whitewater Student Gov	386	386	0	386	1,500	(1,114)
Womens Center	312	334	(22)	312	991	(679)
TOTAL	**177,947**	**183,025**	**(5,078)**	**179,354**	**203,098**	**(23,744)**

Vice Chancellor for University Relations



	Fall '12 - 12,030 Students			13,875 Students		
Unit	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Asst Chance Univ Relations	4,501	5,240	(739)	4,501	5,610	(1,109)
Duplicating Center	1,197	1,693	(496)	1,197	1,820	(623)
Marketing & Media Relations	2,007	2,665	(658)	2,007	4,036	(2,029)
TOTAL	**7,705**	**9,598**	**(1,893)**	**7,705**	**11,466**	**(3,761)**

	Fall '12 - 12,030 Students			13,875 Students		
	Existing NASF	Guideline NASF	Overage/ (Need)	Future Existing NASF	Guideline NASF	Overage/ (Need)
Academic Support Space						
Administrative Offices	4,749	5,610	(861)	4,749	5,980	(1,231)
Other Administrative Space	1,759	2,295	(536)	1,759	3,666	(1,907)
Physical Plant	1,197	1,693	(496)	1,197	1,820	(623)
Academic Support Space Total	**7,705**	**9,598**	**(1,893)**	**7,705**	**11,466**	**(3,761)**
TOTAL	**7,705**	**9,598**	**(1,893)**	**7,705**	**11,466**	**(3,761)**

Appendices

Appendix A – Classroom Utilization by Building
Appendix B – Lab Utilization by Secondary Unit
Appendix C – Classroom Detail Use by Room
Appendix D – Laboratory Detail Use by Room
Appendix E – Office Analysis by Primary Unit
Appendix F – Office Analysis by Primary Unit by Secondary Unit
Appendix G – Net Assignable Square Feet by Primary Unit by Building | Fall 2012 12,030 Students
Appendix H – Net Assignable Square Feet by Primary Unit by Building | 13,875 Students
Appendix I – Net Assignable Square Feet by Building by Primary Unit by Secondary Unit | Fall 2012 12,030 Students
Appendix J – Net Assignable Square Feet by Building by Primary Unit by Secondary Unit | 13,875 Students
Appendix K – Proposed Utilization Targets

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