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UNIVERSITY OF CENTRAL FLORIDA
SPACE UTILIZATION STUDY - FINAL REPORT



 **DLR**GROUP



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Table of Contents

Steering Committee	1
Consultant Team	1
Executive Summary.....	6
Overview	6
Potential Impact.....	6
Key Findings	7
Classroom Analysis.....	7
Teaching Laboratory Utilization	10
Main Campus Analysis	11
Other Campuses Analysis.....	11
Research Laboratory	12
Workspace Utilization.....	12
Short-Term and Mid-Term Action Items.....	14
SPACE UTILIZATION STUDY	15
Introduction	15
Engagement	15
CLASSROOM UTILIZATION ASSESSMENT	15
Overview	15
Classroom Supply	16
Classroom Utilization	16
Classroom Supply Summary.....	17
Main Campus	17
Research Park Campus.....	17
Rosen College of Hospitality Management Campus.....	18
Academic Health Sciences Campus.....	18
Downtown Campus.....	19
Classroom Time by Day.....	19
Classroom Time Blocks.....	23
Classroom Utilization	24
Main Campus Utilization of Departmental Classrooms.....	28

SPACE UTILIZATION STUDY

FINAL REPORT

Classrooms vs. Class Size.....	29
Classroom Recommended Actionable Items.....	29
Main Campus	29
Downtown Campus.....	30
Academic Health Sciences Campus.....	31
Rosen College of Hospitality Management Campus.....	31
Research Park Campus.....	32
Teaching Laboratory Assessment	32
Overview	32
Utilization Measures	33
Main Campus Teaching Laboratory Inventory Summary	33
College Teaching Laboratory Utilization Summary.....	34
Main Campus Teaching Laboratory Time by Day	34
College of Arts and Humanities Utilization Summary.....	35
College of Engineering and Computer Science Utilization Summary	36
College of Health Professions and Sciences Utilization Summary.....	36
College of Medicine Utilization Summary.....	37
College of Sciences Utilization Summary.....	37
Other Teaching Laboratory Utilization Summary	37
Teaching Laboratory Utilization by Instructional Level	38
Lower Division Laboratory Utilization by College	38
Upper Division Laboratory Utilization by College	39
Computer Laboratory Utilization	40
UCF Downtown Campus	42
UCF Research Park Campus	42
UCF Rosen College of Hospitality Management Campus	43
UCF Academic Health Sciences Campus	43
Research Space Utilization Assessment.....	45
Introduction	45
Overview	45
Data Collection.....	45
Research Findings by College.....	46
Peer Benchmarking and Metrics.....	48

SPACE UTILIZATION STUDY

FINAL REPORT

Research Space Needs Analysis	48
Conclusion.....	50
Utilization Action Items:.....	51
Administrative Action Items:	51
Staffing to Support Research Goals:	51
Workspace Utilization Assessment.....	52
Overview	52
Data Gathering and Verification	52
Workspace Space and Personnel Summary.....	53
Conference Room Summary	55
Workstation Occupancy Data	56
Vacant Workstations.....	57
Remote Work Days	57
Workspace Utilization Metrics.....	58
Number of Workstations per FTE	59
Assignable Square Feet per Workstation.....	59
Single Occupant Offices Greater Than 150 ASF	60
Office Service	60
Workspace Budgets	61
UCF Main Campus Workspace Needs.....	62
UCF Research Park Campus Workspace Needs	64
Rosen College of Hospitality Management Campus Workspace Needs.....	65
UCF Academic Health Sciences Campus Workspace Needs	66
UCF Downtown Campus Workspace Needs	67
Workspace Key Findings and Recommendations	68
Workspace Recommended Actionable Items.....	68
Clinical Space Utilization	69
Overview	69
Clinic Space Inventory	69
Community Clinics.....	69
Utilization: Patient Room Space	71
Utilization: Exam Rooms Per Clinician	72
Utilization: Patient Throughput per Exam Room.....	73

SPACE UTILIZATION STUDY

FINAL REPORT

Academic Research Clinics	74
Space Management Policy and Procedure Recommendations	74
Overview	74
Conference and Hotelling Space	75
Workstations for Emeritus Employees	75
Vacated Office Space	75
Instructional Space Policies	75
Instructional Space Design	76
Research Space Policy	76
Space Administration Procedures	77
Space Inventory Software	77
Personnel Software (Workday)	78
Annual Space Survey	78
University Space Committee	78
Appendices	80

Executive Summary

Overview

The team of DLR Group and Comprehensive Facilities Planning, Inc. conducted a space utilization study for the University of Central Florida (UCF). The objective of the study was to develop a plan to assist the University in identifying space needs and opportunities to optimize the use of its existing space. The study provides a framework to guide the reconfiguration, renovation and reallocation of space and optimize the organization of space to support the needs of the academic and administrative units. The study describes and analyzes existing campus conditions, resources, and opportunities and options for providing optimal space to meet current enrollment, programs and future research initiatives.

The assessment focuses on five (5) university sites: the Main Campus, the Central Florida Research Park campus, the Academic Health Sciences Campus (Lake Nona), the Rosen College of Hospitality Management campus and the UCF Downtown Campus (located in downtown Orlando). The study was initiated in November of 2022 and examines the use of instructional spaces (classrooms and teaching laboratories), academic and administrative office spaces, research laboratories, and clinical spaces.

The study provides the University with data on how instructional, research, clinical, and office spaces are being used. Further, the study validates key data points (room use, department, capacity, square footage), documented classroom and teaching lab utilization, preliminarily assessed research space, and conducted college and administrative unit focus groups and interviews. The study team analyzed the collected data, reviewed personnel counts, and examined organizational structures to ensure alignment with the space data. This analysis was also supported through multiple verification processes of personnel and space data by the college and administrative units.

Appropriate and aggressive utilization of the University's space is required to fully realize success of the ***Unleashing Potential – Becoming the University for the Future*** strategic plan. By capturing space for repurposing, UCF will be able to accommodate research and faculty growth, create operational savings, increase lease revenues, and accommodate other space needs that support the Strategic Plan. This will also ensure that available resources are directed to meet the most pressing needs identified in the plan.

Potential Impact

While significant opportunities are identified to leverage space to meet strategic goals, current utilization compares favorably to UCF's Florida and R1 peers. The higher education sector has struggled historically, for a variety of reasons, to achieve reasonable space utilization. By contrast, implementing the opportunities identified in this space study would put UCF in a leadership position at leveraging space effectively in the higher education environment.

The following is a high-level overview of the potential impact of implementing the space guidelines summarized in this document:

- Potential reduction of annual, recurring, rental obligations of **\$4.5 million** in primarily UCF Foundation-owned buildings in Research Park.
 - Making available ~170,000 sf for expansion of research programming and/or increased revenue from third party leases (potential **\$4.3 million** annually).
- Potential reduction of annual reoccurring rental and operating obligations of **\$1.5 million** associated with the UCF Downtown Campus.

- There is **550,000 available square feet** for reassignment and/or programmatic growth on all campuses within the scope of this study (170,000 square feet is currently vacant and available).
 - Potential project cost avoidance of new construction of **\$412 - \$660 million** based on total gross square feet.
 - Potential annual operation and maintenance cost avoidance of **\$6.6 – \$9.9 million** based on total gross square feet.

The process to capture these spaces and financial savings will take time and careful planning. As further outlined below, some action items will happen quickly and others will take several years to accomplish.

Key Findings

The following key findings from the study represent critical data points and analysis that reinforce the suggested action items to achieve the desired results:

- Excess capacity of **classroom space** can be utilized more effectively, particularly with universal, centralized scheduling and scheduling classes outside of peak hours.
 - Based on the recommended utilization target, a potential for up to **91 classrooms** could be repurposed for other uses or serve as an opportunity for enrollment and programmatic growth.
- Because **teaching labs and open labs** are generally discipline specific, there are limited opportunities to increase utilization and therefore this study will not have a direct impact on the ability to repurpose or reassign these spaces for other use.
- The utilization of the current **research space** can be improved through flexible working and collaborative spaces (shift from dedicated lab benches to spaces that can be shared and/or “rented” by researchers on an ad-hoc basis).
- Applying the UCF **workspace** guidelines indicates the opportunity to reduce the workspace need by approximately **350,000-400,000** assignable square feet (ASF) across all locations and free up 123,000 ASF in the Research Park (including space currently assigned to Nursing) for future research activity or monetization strategies targeting non-UCF rental revenue.
- Modification and expansion of existing **space management policies and procedures** is needed to provide a more comprehensive approach to effective utilization of the campus space resources.

Classroom Analysis

Classroom utilization is determined using three (3) primary measures:

- **Average Weekly Room Hours (WRH):** Average Weekly Room Hours is the average number of hours that classrooms are scheduled per week. This number of hours is considered an all-hours computation and therefore, includes all hours scheduled regardless of time or day. (i.e., daytime, evening, weekend).
- **Station Occupancy Percent (SO%):** Station Occupancy is the percent of seats that are filled on average while a room is in use.
- **ASF/Station:** The square foot amount allocated per student station in a classroom.

SPACE UTILIZATION STUDY

FINAL REPORT

The assessment of classroom utilization includes the application of minimum targets. These targets provide a context to compare the current measures against to prescribe a level of acceptable or efficient utilization. The process for identifying these targets examined similar public, state university system guidelines and standards (such as Florida's State Requirements for Educational Facilities - SREF). These minimum targets are presented below:

Table A: Comparison Minimum Targets

	NEW YORK	CALIFORNIA	TENNESEE	VIRGINIA	GEORGIA	TEXAS	FLORIDA	UCF
WRH	35.4	53	30	40	40	35	40	40
SO%	80%	66%	60%	70%	100%	67%	60%	80%

The analysis reviewed the current utilization using Fall 2022 semester data with the following results:

Table B: Classroom Utilization by Campus

CAMPUS	TOTAL ROOMS	CLASSROOMNS IN USE FALL 2022	AVG. WRH	SO%	ASF PER SEAT	ROOMS REQ'D @40 WRH'S	ROOMS IN EXCESS OF TARGET
Main (1)	196	186	32.2	76%	16.6	150	46
Research Park (2)	8	3	12	95%	26.3	1	7
Rosen	18	18	10.4	37%	20.7	5	13
Lake Nona	3	3	11.1	68%	18.4	1	2
Downtown (3)	36	35	15.8	53%	22.7	13	23
Totals	261	245				170	91
TARGET			40	80%	20-24		

- Includes both centrally scheduled and 42 departmentally scheduled classrooms.
- Includes 3 classrooms used by Continuing Education with no reported use.
- Includes 9 classrooms shared with Valencia College.

The Room versus Class Size table shows class enrollment versus the scheduled room seat capacity thereby depicting where there may be an imbalance of class size to room size. The cells represent the percentage of class hours meeting in the rooms in a size range. The shaded areas are a perfect match of class size to room size while the cells to the left of the shaded cells are where class sizes are less than optimal for the size of the room. As a rule of thumb, class enrollments one cell to the left of the optimum size room (the shaded cells) are still utilizing the seats well while class enrollments two cells or more to the left of the shaded cell indicate an underutilization of seats.

SPACE UTILIZATION STUDY

FINAL REPORT

Table C: Room versus Class Size

SIZE RANGE (SEATS)	ROOM COUNT	CLASS SIZE								
		1-19	20-29	30-39	40-59	60-79	80-99	100-149	150-249	>=250
1-19	4	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
20-29	24	38.8%	57.7%	3.1%	0.4%	0.0%	0.0%	0.0%	0.0%	0.0%
30-39	44	52.2%	28.9%	18.1%	0.8%	0.0%	0.0%	0.0%	0.0%	0.0%
40-59	57	27.0%	18.7%	20.0%	33.8%	0.5%	0.0%	0.0%	0.0%	0.0%
60-79	26	11.0%	11.0%	12.9%	37.5%	24.4%	0.5%	1.6%	1.1%	0.0%
80-99	7	6.9%	13.7%	12.7%	23.5%	25.5%	17.6%	0.0%	0.0%	0.0%
100-149	6	11.8%	8.2%	8.2%	8.2%	21.2%	25.9%	16.5%	0.0%	0.0%
150-249	7	0.0%	0.0%	0.9%	3.5%	7.9%	13.2%	25.4%	44.7%	4.4%
>=250	11	0.0%	0.0%	0.0%	0.6%	4.3%	1.8%	12.2%	34.8%	46.3%

- More than half of the classes in rooms with 30-39 seats have less than 20 students.
- Almost 46% of the class hours meeting in the rooms with 40-59 seats had a class size of less than 30 students.
- The table suggests that much of the current supply of classrooms seems to be oversized for the current class enrollments.

Main Campus Classroom Analysis

- Departmental classrooms are scheduled 11.7 hours less than centrally scheduled classrooms in an average week.
- Classrooms are not fully scheduled before 9:00 a.m., after 4:00 p.m., and on Fridays and weekends.
- Seats in centrally scheduled classrooms are generally full (75%), but less so for departmentally scheduled classrooms (63%). Overall, there is a mismatch between classroom capacities and section sizes with many smaller sections being scheduled in larger classrooms.
- The existing average of 17.6 sf per seat is below the Florida SREF standard of 20-24 sf per seat.

Other Campuses Classroom Analysis

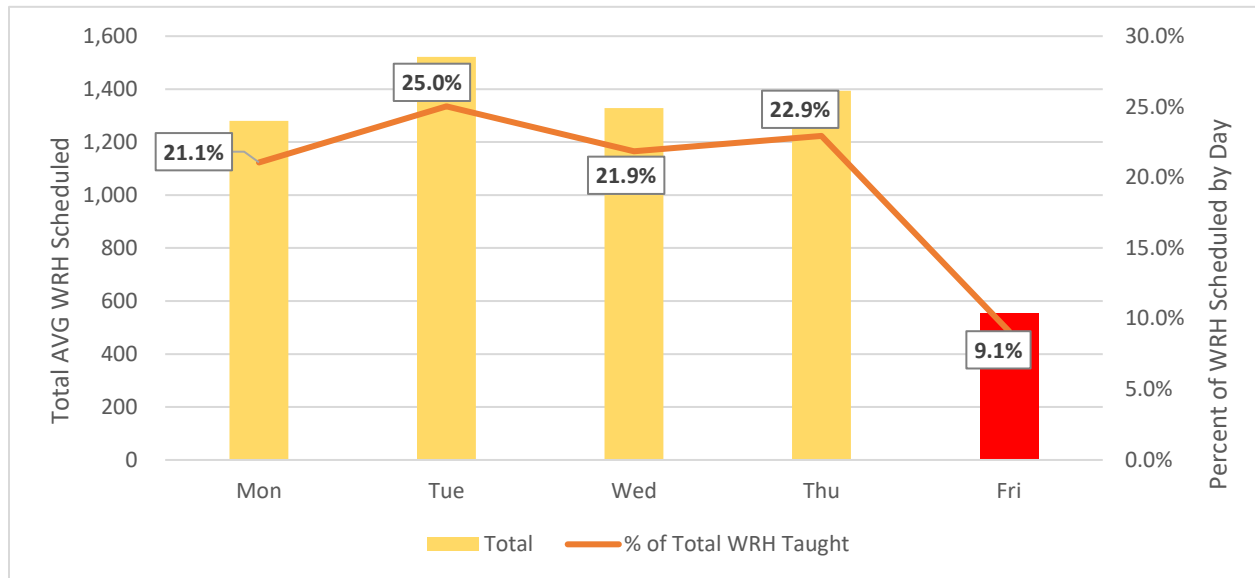
- The 37% station occupancy for the Rosen Campus indicates that the classrooms are oversized for current enrollments.
- Downtown classrooms are scheduled at 36% of the 40-hour minimum target; Rosen classrooms at 25% of target.
- Station occupancy is lower than the recommended target for all locations except for Research Park indicating a possible mismatch of course enrollments to room size.
- The Lake Nona classrooms are currently used only by the College of Medicine and show utilization well below the target. With efforts taking place to consolidate additional Health Sciences programming at this campus, these rooms should become more of a shared resource and available to address these new programmatic needs.

The opportunity for utilizing classrooms at the 40-hour target suggests a significant reduction in classrooms may be possible. The dramatic reductions at the Main campus (reducing the supply from 196

SPACE UTILIZATION STUDY FINAL REPORT

to 150) would require redistributing classes throughout the day and evening especially the 7:30 a.m. and 4:30 p.m. time slots, as well as better utilization on Fridays.

Table D: Weekly Classroom Hours



Teaching Laboratory Utilization

The assessment of teaching lab utilization includes the application of analogous comparative target metrics as those used for classrooms. Because labs are discipline specific and some address a student's instructional level (i.e., upper division/major), the potential pool of students accessing these resources are more restricted. Thus, two sets of utilization targets, one for lower division and computer labs and one for upper division have been applied to address these differences.

The utilization targets are presented in Table E.

Table E: Teaching Labs Minimum Targets

TEACHING LAB MINIMUM TARGETS			
Lower Division WRH	Upper Division WRH	SO%	ASF/Station
40	30	85%	Varies

SPACE UTILIZATION STUDY

FINAL REPORT

Main Campus Analysis

Table F summarizes utilization of the Main campus scheduled teaching laboratories.

Table F: Lab Utilization – Main Campus

INVENTORY DATA					FALL 2022	
	Teaching Lab Count	ASF	Stations	Teaching Stations	Total WRH Avg.	SO%
COMPUTER LABS						
Totals	23	31,237	1,154	1,195	24.7	78%
Target					40	85%
LOWER DIVISION LABS						
Totals	21	29,660	768	647	40.7	87%
Target					40	85%
UPPER DIVISION LABS						
Totals	56	64,892	1,798	1,643	22.9	72%
Target					30	85%

- Lower division labs are scheduled above the 40-hour minimum target.
- Upper division labs are scheduled below the 30-hour minimum target.
- Average station occupancy in lower division labs is above the minimum target of 85% (except for computer labs).
- Average station occupancy in upper division labs is 10% below the minimum target.
- Utilization of computer labs that are more general purpose should be at the same level as lower division labs. Current use patterns indicate these types of labs are used about 40% below target.

Other Campuses Analysis

Table G summarizes the utilization for the other four (4) campus locations.

Table G: Lab Utilization – Other Campuses

	CURRENT INVENTORY		FALL 2022		
Campus	Teaching Lab Count	Scheduled Labs	Avg. WRH	SO%	Utilization Capacity
Downtown	10	10	18.6	79%	44%
Research Park	16	2	12.5	95%	47%
Rosen	10	2	17.3	55%	31%
Lake Nona (1)	8	0	N/A	N/A	N/A
TARGET			40	85%	

No scheduled use was provided to analyze lab utilization.

- Except for the Lake Nona campus, all other labs are lower division or computer labs.
- Utilization at all four of these campuses is significantly below the WRH target.

Research Laboratory

Research Laboratory metrics vary based on the institution's research goals and priorities. There is no generally accepted methodology to measure research space utilization due to the diverse range of needs. Several institutions have developed utilization metrics that center on expenditures and personnel contrasted with assigned square feet including MIT, Washington University in St. Louis, University of Utah Health, and University of Colorado Denver. The following are the metrics for research labs used as part of the study:

- **Expenditures by square feet:** Total external and internal expenditures compared to net assignable square feet of research space.
- **Average expenditure per personnel by college:** Average expenditures by total number of personnel, evaluated at the college level.
- **Grant activity by building:** Total expenditures of research actively occurring by building.
- **Internal research:** Documented internal research work occurring in space that may or may not have established funding.

The data for active research grant locations was difficult to obtain due to the variation of responses from colleges and took several iterations to gather complete and accurate data regarding research activity in locations. Significant data gathering and clean-up occurred as part of this process.

The following points should be noted as part of the research laboratory utilization assessment:

- Each research lab is unique and quantitative expenditure data only represents a small piece of research laboratory utilization. A research laboratory productivity assessment is included in the recommendations and provides an outline for future more comprehensive assessment of research space use.
- The utilization assessment focused on research laboratories and excluded service space. Most research laboratories on campus have singular support space and inefficiencies can be reduced through shared research support space and equipment in future building design.
- Since research data fluctuates regularly, future data processes to obtain a more accurate research space inventory and improve utilization assessment are recommended as follows:
 - Integration of research grant and space data systems with regular updates when grants are awarded and deactivated.
 - Internal research data should be collected during the annual space survey.
 - Off-site occurring grants should be noted in research grant system.

Workspace Utilization

For workspace, the following two (2) target utilization measures were developed: **Workstation per FTE** and **ASF/FTE**. For example, if a department's workstations per FTE is beyond the 0.7 to 1.0 range, it is an indicator that there are more stations than personnel which signals that the space may be inefficiently used. Stations per on-campus FTE is based on self-reported remote work information provided by each unit for those FTE's needing a workstation.

SPACE UTILIZATION STUDY

FINAL REPORT

Table H: Workstation Maximum Targets

WORKSTATION MAXIMUM TARGETS	
Stations per FTE	ASF per FTE
0.7 to 1.0	90

UCF draft space guidelines, as identified below, were applied for the workspace utilization analysis:

- Office space will be a combination of “Me” Space (efficiently sized and functionally furnished workstation to support focused work) plus a component of “We” Space (collaborative workspace to support interdepartmental and interdisciplinary collaboration and interaction).
- All dedicated offices (Me Space) will be standardized. UCF standardizes offices for tenured and tenure-track faculty, lecturers, instructors, and other educators with a full teaching load and all exempt staff (Administrative Professional).
- These standardized “Me” Spaces will be 90 square feet on average; exclusive of the 25 square foot complement of shared, adjacent collaborative “We” workspace.
- There will be differences in the construction and furnishing of “Me” Space – configurations will include hard-walled offices and open office (tall, medium, or short systems cubes) based on work requirements.
- Departments will be free to assign their allocation of “Me” Spaces unrestricted by any mandate based on status or title.

Table I: Workspace Utilization Metrics

Position Category	Assumed “Me” Space (Sq. Ft.)	Assumed “We” Space (Sq. Ft.)	Combined “Me” + “We” Space (Sq. Ft.)	Assumed Metric (Includes Additional 15% Support Space)
Senior Executive Staff	225	25	250	288
Executive Staff	200	25	225	259
Administrative Staff	125	25	150	173
Full-Time Faculty	90	25	115	132
Part-Time Faculty	60	0	60	69
Professional Staff	90	25	115	132
Clerical/Technical Staff	60	25	85	98
Graduate Student	30	0	30	35
Student Worker	25	0	25	29

Workplace Analysis (All Study Campuses):

- 1,414,758 existing ASF of workspace (Me + We).
- 56% of the Workspace is administrative.
- 10% to 13% of existing workstations are currently vacant.
- The average workstation size is above the target for both faculty and administrative positions.
- Nearly 50% of employees were reported as being on-campus five (5) days a week. Of this, 76% of faculty were reported as being on-campus five (5) days a week.
- Applying the workspace guidelines reveals a surplus of more than 213,000 ASF of workspace on the Main Campus.
- New workspace and policy guidelines will allow for better management of workspace utilization and provide a consistent guide for future design/renovations.

Short-Term and Mid-Term Action Items

Based on the data and analysis, the following short-term and mid-term recommendations provide a road map to guide the next steps for each campus:

Short-Term Impact

- Facilitate a Provost-led initiative for enhanced course scheduling to achieve the 40 WRH target.
 - This initiative should include the following elements:
 - Commit to centrally schedule all classrooms and computer labs and most conference rooms;
 - Implement the neighborhood concept for scheduling rooms to improve efficiency for faculty;
 - Identify classrooms to be refreshed, right sized, and/or repurposed; and
 - Implement a full, five-day classroom utilization strategy, including better utilization during off peak times and Fridays.
- Adopt an updated space management policy thereby implementing space guidelines and empowering the revised University Space Committee.
- Implement a technology solution to monitor space activity and use.
- Identify additional staff needed to improve data management, data collection and to implement ongoing surveys.
- Initiate workspace consolidations from the Research Park to Main Campus and the Downtown Campus with the potential to reduce annual, recurring rental obligations by \$6M.
- Evaluate monetization strategies for vacated space in UCF Foundation-owned buildings.
- Conduct targeted space needs assessments for specific units or space types where growth is projected or low utilization has been identified.
- Pilot new workspace concepts found within the updated space guidelines, including in design efforts for buildings like the Howard Philips Hall renovation.

Mid-Term Impact

- Identify additional academic anchor(s) for the Downtown Campus. Additionally, explore reducing square footage at the Downtown Campus to minimize lease and operating costs.
- Occupy or monetize available space in the Lake Nona Cancer Center.
 - Consolidate College of Medicine research activities to Lake Nona campus from Main Campus and Research Park.
- Create additional central storage capacity (potential annual savings of \$450k on existing leases) while also creating an opportunity to provide additional lab/research space by reducing on-site storage occurring in the lab/research spaces.
- Leverage Rosen campus investment to improve utilization of existing space while meeting the projected programmatic demands.
- Integrate findings of this study into Research Building 2 and Discovery & Innovation Hub including the centralization of core research services (clean rooms) and shared approach to research labs.
- Continued workspace consolidation from Research Park to the Main Campus and Downtown Campus.

SPACE UTILIZATION STUDY

Introduction

The goal of this study is to assist the University in evaluating current space utilization on the following five campuses: UCF Main Campus, Research Park Campus, Academic Health Sciences Campus (Lake Nona), Rosen Hospitality Management Campus and the Downtown Campus. The study was developed to accomplish the following goals:

- Gain a deep understanding of current office, instructional, clinical and research space utilization
- Recommend policies to improve space utilization (assuming constant enrollment and flexible work arrangements)
- Increase opportunities for underutilized space to be repurposed, including the potential to generate rental revenue
- Implement process improvements to increase real time accuracy of space use data

Engagement

In order to best understand the uniqueness of UCF's facility utilization, organizational structure, data, and culture, the study team conducted a number of on-campus and virtual engagements to gain a more complete picture of space utilization. These included regular steering committee meetings, several engagements with the Facilities Council, a series of focus groups with representative departments and campuses, and final presentations to the President's Cabinet and Board of Trustees. Many other meetings were held as needed to ensure that accurate information was obtained and that the findings of the study were vetted before they were finalized.

CLASSROOM UTILIZATION ASSESSMENT

Overview

The classroom utilization assessment determines the effective and efficient utilization of the classroom inventory applying several key utilization goals and measurements. The classroom analysis reviewed the current utilization using the **Fall 2022** semester data. The following targets and metrics were applied for this analysis:

Average Weekly Room Hours (Avg. WRH): The average number of hours that classrooms are scheduled per week. Classroom utilization guidelines suggest classrooms should be used a percentage of available hours during a given time frame or a desired number of hours per week regardless of any given time frame. The actual Avg. WRH is compared to this guideline to measure how efficiently the rooms are currently scheduled and to determine the correct number of classrooms. ***This study uses a minimum target of 40 hours per week.***

Station Occupancy (SO%): A measurement of how many seats is filled while a room is in use. Classroom guidelines suggest that on average 65%-80% of a classroom's seats should be filled. The actual station occupancy percentage is compared to the SO% target to get an overall picture of how well the seats are utilized. ***This study uses a minimum target of 80% station fill.***

Assignable Square Feet per Seat (ASF/Seat): Classroom guidelines suggest 20-30 square feet should be allocated per student station or seat. This guideline is an average that allows for a variety of classroom

SPACE UTILIZATION STUDY

FINAL REPORT

seating configurations from a lecture hall, that typically requires fewer square feet per station, to a computer classroom or a collaborative learning classroom which typically require more square feet per station. ***This study 20-24 square feet per student station/seat.***

Utilization Assumptions

- All class schedule data is based on the Fall 2022 term.
- 40 Average Weekly Room Hour (Avg. WRH) Target
- 80% Station Occupancy (SO%) Target
- 20-24 Assignable Square Feet per Seat (ASF/Seat)

Classroom Supply

- *Main Campus* - There were 186 classrooms ***in use*** during Fall 2022; 149 are classified as general use and 37 are departmentally controlled. In addition, there were 10 rooms classified as classrooms which had no scheduled usage in Fall 2022.
- *Research Park Campus* – There were 3 classrooms scheduled and 5 were classified as classrooms but had no scheduled usage.
- *Rosen Campus* – The campus has 18 classrooms; all of which had scheduled use.
- *Academic Health Sciences Campus* – The campus has 3 classrooms; all of which had scheduled use.
- *Downtown Campus* – There are 26 classrooms exclusively used by UCF and 9 classrooms that are shared with Valencia College for co-listed classes. In addition, there was 1 UCF room with no scheduled usage, 4 moot court rooms, and 12 rooms leased to Valencia College.

Classroom Utilization

UCF has set a minimum target for Average Weekly Room Hours and defines efficient use as 40 hours. This number of hours is considered an all-hours computation and therefore includes all class hours scheduled regardless of times or days (i.e., daytime, evening, and weekend classes are included in current utilization rates.

Average WRH – The Main Campus has the highest WRH rate at 32.2 hours. The remainder of the campuses have very low usage compared to the number of rooms at each of the sites.

Station Occupancy Percent (SO%) – The Main campus SO% of 76.2% signifies that overall classroom capacities are right-sized for current enrollments, however there are specific class to room combinations where the percent occupancy is well below the average. At 37.3%, SO% for the Rosen Campus indicates that the classrooms are over-sized for current enrollments. The seat fill at the Downtown campus is 52.9% and at the Academic Health Sciences Campus it is 68.4%.

ASF/Seat – The Main campus ASF/Seat of 16.6 is very low suggesting a potential over-crowding of seats.

Rooms Required – The opportunity for utilizing classrooms at the 40-hour target suggests a significant reduction in classrooms may be possible at each site. The dramatic reductions (such as the Main campus reducing the supply from 196 to 150) would require re-distributing classes taught throughout the day and evening; especially the 7:30 a.m. and 4:30 p.m. time slots.

SPACE UTILIZATION STUDY

FINAL REPORT

Table 1a: Summary of Current Condition – Classrooms

CAMPUS	TOTAL CLASSROOMS	CLASSROOM IN USE FALL 2022	AVG. WRH	SO%	ASF/SEAT	ROOMS REQ'D @ 40 WRH
Main	196	186	32.2	76.2%	16.6	150
Research Park	8	3	12	110.1%	26.3	1
Rosen	18	18	10.4	37.3%	20.7	5
Academic Health	3	3	11.1	68.4%	18.4	1
Downtown	36	35	15.8	52.9%	22.7	13
TARGET			40	80.0%	20-24	

Classroom Supply Summary

The classroom summary tables identify the number and type of classrooms by campus location in use for Fall 2022.

Main Campus

In Fall 2022, the Main campus included 149 general use and 37 department classrooms with scheduled use. The total supply included ten (10) additional classrooms that had no scheduled use during Fall 2022 (see Appendix 6 for a detailed listing). The inventory also included 47 classroom service spaces.

Table 1a: Main Campus Classroom Summary

Rooms In Use	Room Type Description	Rooms	Seats	ASF	ASF/Seat
FALL 2022	Classroom-General Use	149	11,940	190,214	15.9
	Classroom-Departmental	37	1,485	32,494	21.9
	Total In Use-Fall 2022	186	13,425	222,708	16.6
TOTAL INVENTORY	Classrooms	186	13,425	222,708	16.6
	Classroom-No Use	10	282	6,539	23.2
	Classroom Service-General Use	47	41	4,572	N/A
	Total Classroom Inventory	243	13,748	233,819	

Main Campus Key Findings

The square foot per student station (ASF/Seat) of 16.6 for the 186 classrooms with scheduled use is well below the recommended range of 20-24 ASF/Seat. This finding suggests that classrooms are overcrowded with seats.

Research Park Campus

In Fall 2022, the Research Park campus included eight (8) department classrooms.

Table 1b: Research Park Campus Classroom Summary

In Use	Room Type Description	Rooms	Seats	ASF	ASF/Seat
Fall 2022	Classroom-General Use	3	238	5,105	21.4
	Classroom-No Use	5	146	4,987	34.2
	Total Classroom Inventory	8	384	10,092	26.3

SPACE UTILIZATION STUDY

FINAL REPORT

Research Park Campus Key Findings

- Only three (3) of the four (4) classrooms assigned to the College of Nursing had scheduled use.
- The inventory included five (5) classrooms with no scheduled use during Fall 2022 (see Appendix 6 for a detailed listing). Three (3) of these rooms are assigned to Continuing Education/Digital Learning with non-credit offerings that are not reported through the Registrar.
- The other room is assigned to the Department of Psychology and had no reported scheduled use.
- The 21.4 ASF/Seat for the three (3) classrooms in use is slightly above the recommended range.

Rosen College of Hospitality Management Campus

In Fall 2022, the Rosen campus included eighteen (18) classrooms. Many of these rooms are tiered lecture style classrooms: 1-400 seat auditorium; 2-100 seat lecture halls, 6-76 seat lecture halls; 8-45 seat rooms and 1-36 seat room.

Table 1c: Rosen Campus Classroom Summary

In Use	Room Type Description	Rooms	Seats	ASF	ASF/Seat
FALL 2022	Classroom-General Use	18	1,452	29,877	20.6
	Classroom-Service-General Use	1	-	160	N/A
	Total Classroom Inventory	19	1,452	30,037	20.7

Rosen Campus Key Findings

- All eighteen (18) classrooms were scheduled for Fall 2022. The 20.6 ASF/Seat is at the recommended range.

Academic Health Sciences Campus

In Fall 2022, the Academic Health Sciences campus had three (3) classrooms consisting of two (2) 177 seat lecture halls and one (1) 62 seat classroom assigned to the College of Medicine.

Table 1d: Academic Health Sciences Campus Classroom Summary

In Use	Room Type Description	Rooms	Seats	ASF	ASF/Seat
FALL 2022	Classroom-General Use	3	416	7,650	18.4
	Classroom Service-General Use	4	-	200	N/A
	Total Classroom Inventory	7	416	7,850	

Academic Health Science Campus Key Findings

- All three (3) classrooms were scheduled for Fall 2022. The 18.4 ASF/Seat is below the recommended target.

SPACE UTILIZATION STUDY

FINAL REPORT

Downtown Campus

In Fall 2022, the Downtown campus had 48 rooms classified as classrooms. There are 35 of these rooms used by UCF.

Table 1e: Downtown Campus Classroom Summary

In Use	Room Type Description	Rooms	Seats	ASF	ASF/Seat
FALL 2022	Classroom-General Use	26	1,344	29,749	22.1
	Classroom-Shared	9	270	6,817	25.2
	Total In Use-Fall 2022	35	1,614	36,566	22.7
TOTAL INVENTORY	Classroom-General Use	26	1,344	29,749	22.1
	Classroom-Shared	9	270	6,817	25.2
	Classroom-General Use-No Use	1	25	528	21.1
	Classroom-Leased Valencia	12	302	7,779	25.8
	Classroom Service-General Use	2	-	67	N/A
	Moot Court Room	4	106	2,373	22.4
	Total Classroom Inventory	54	2,047	47,313	

Downtown Campus Key Findings

- In Fall 2022, the Downtown campus included 26 UCF classrooms and 9 classrooms shared with Valencia College. The shared classrooms have courses offered with combined enrollments between UCF and Valencia.
- In addition, there is one (1) UCF classroom with no scheduled use (Appendix 6).
- The inventory includes one (1) Moot Court classroom with scheduled use and three (3) service rooms.
- The inventory includes twelve (12) classrooms leased to Valencia.
- The 22.7 ASF/Seat for the 35 classrooms is within the recommended range.

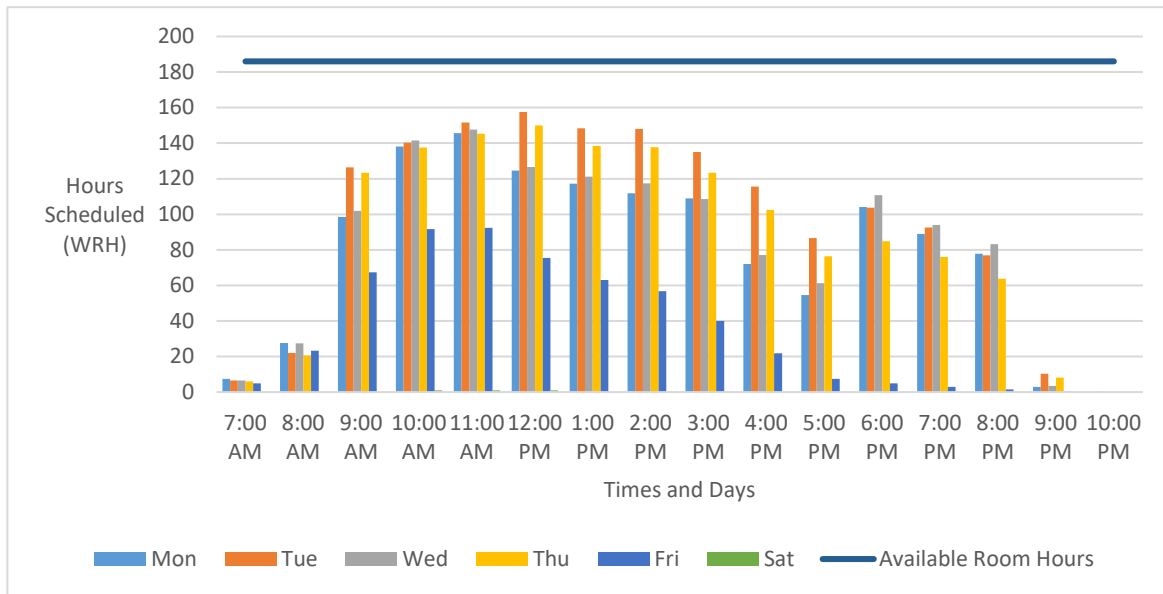
Classroom Time by Day

The Time by Day charts identify how class hours are currently distributed across days and times during the week. This pattern illustrates how well classes are distributed through the hours and days to maximize utilization of the available rooms. *Note: Maximum available room hours are shown as a line across the top and reflects the total classrooms with scheduled use.*

The hours shown in the Time by Day charts are calculated by summing all individual class hours **including class change times**. Based on the beginning and end times, the summarized hours for all classes are then distributed into the appropriate bars for the bar chart. For example, a class that meets TR from 9:00 AM to 10:15 AM will contribute 1 hour to 9 AM on TR and 30 minutes to 10 AM on TR (15 minutes are added for the class change time).

SPACE UTILIZATION STUDY FINAL REPORT

Table 2a: Main Campus Time by Day



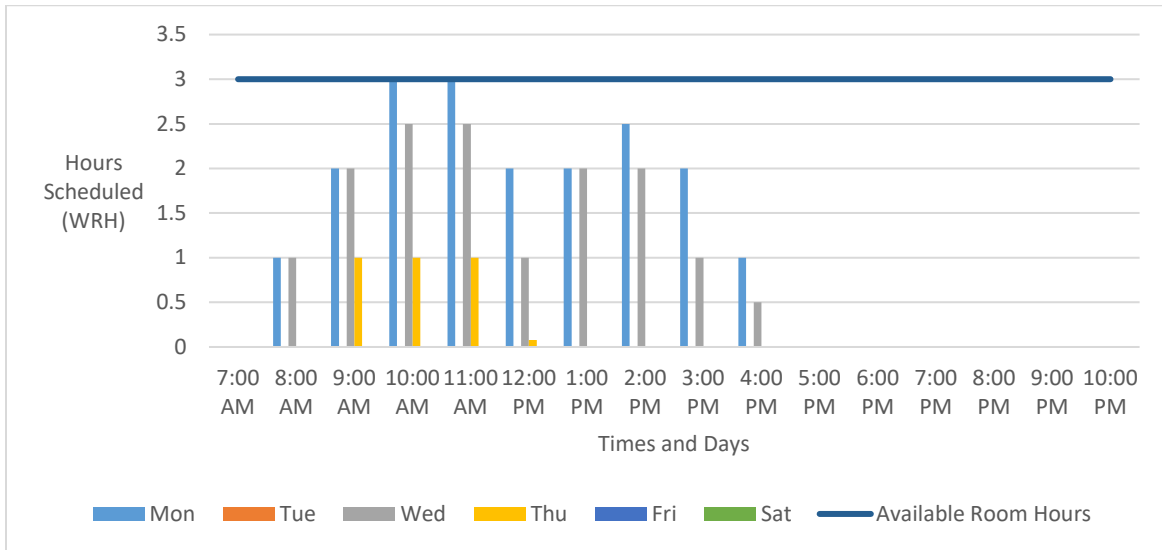
Main Campus Key Findings:

- The daytime class schedule is considered 7:30 a.m. to 6:00 p.m. while the evening is 6:00 p.m. to 10:00 p.m.
- Overall, there is very good distribution of classes throughout the hours with only a small imbalance of Tuesday-Thursday being preferred to Monday-Wednesday-Friday classes in the afternoon.
- There is very little usage of the 7:30 a.m. time blocks.
- Friday usage shows declining usage in the afternoon with Monday-Wednesday-Friday classes being replaced by Monday-Wednesday patterns.
- Saturday usage is almost non-existent with only three hours reported.

Note: Numeric tabular data related to the Time by Day chart is presented in Appendix 7. The data indicates a relatively uniform distribution Monday through Thursday with a significant drop off on Friday.

SPACE UTILIZATION STUDY FINAL REPORT

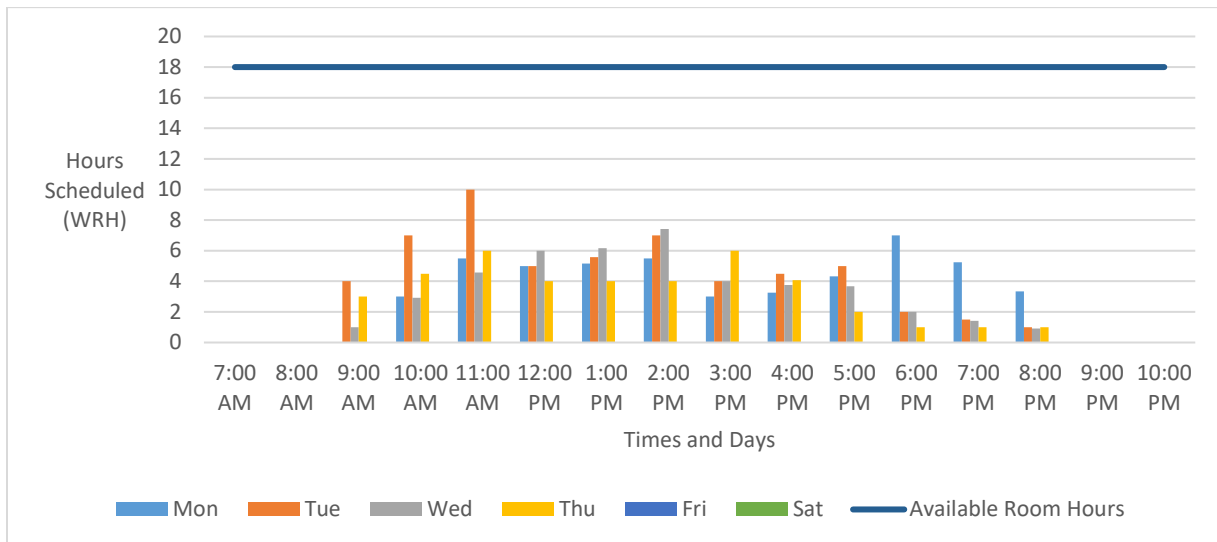
Table 2b: Research Park Campus Time by Day



Research Park Campus Key Findings:

The three (3) classrooms on the Research Park campus were mainly used on Monday/Wednesday during the daytime.

Table 2c: Rosen Campus Time by Day

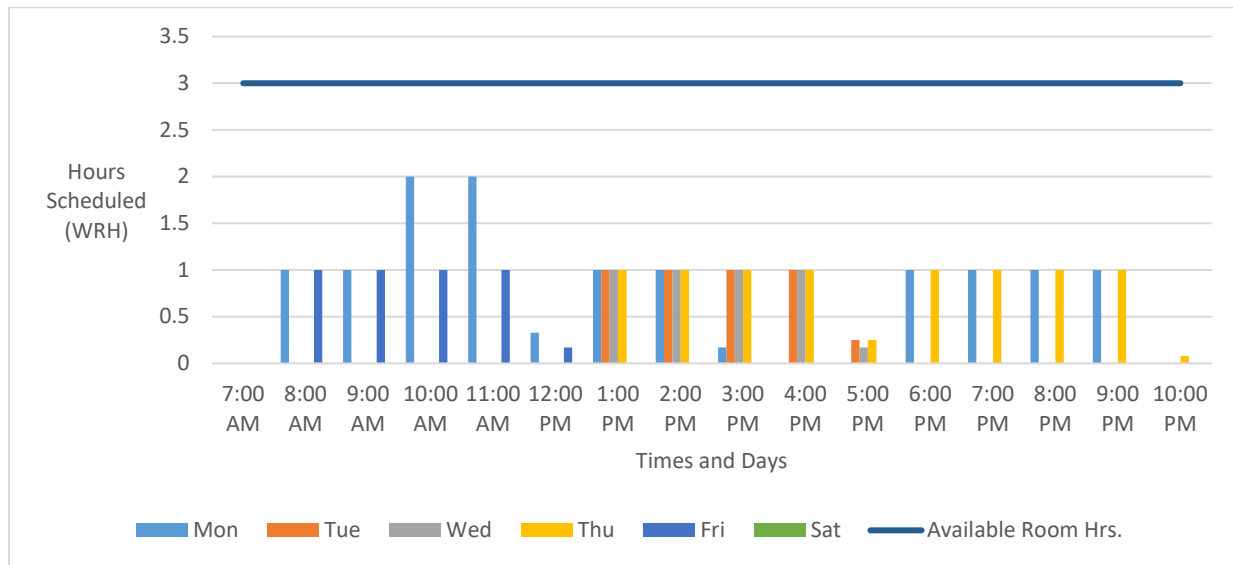


Rosen Campus Key Findings:

- Rosen campus had minimal, scheduled use of the eighteen (18) classrooms.
- The classrooms are scheduled between 9 a.m. and 9 a.m. Monday through Thursday. There are no Friday classes.
- There are no classes scheduled before 9 a.m. or after 9 p.m.
- The peak hour of use is at 11 a.m. on Tuesdays.

SPACE UTILIZATION STUDY FINAL REPORT

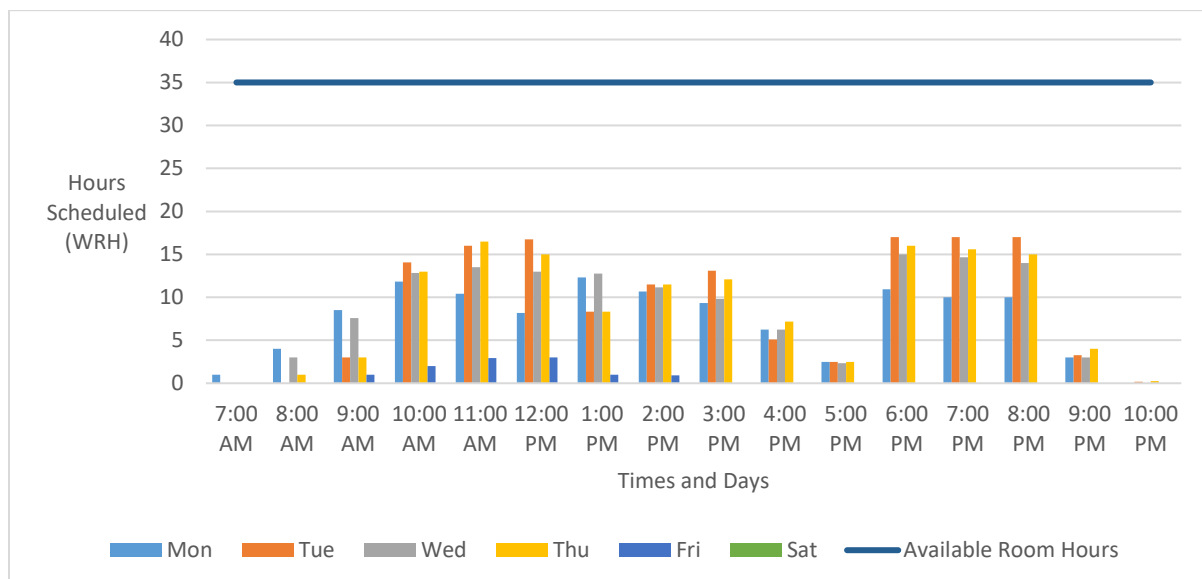
Table 2d: Academic Health Sciences Campus Time by Day



Academic Health Sciences Campus Key Findings:

- For the majority of the day, only one (1) classroom has any scheduled use.
- Medical school classes have unique scheduling patterns different from disciplines on the Main Campus and therefore the utilization will vary throughout the semester.
- The College has required student meetings where classrooms are used for such meetings. This reduces the hours available for scheduling regular classes.

Table 2e: Downtown Campus Time by Day (includes Valencia classes)



SPACE UTILIZATION STUDY

FINAL REPORT

Downtown Campus Key Findings:

- The classrooms are scheduled throughout the day and evening with the peak usage occurring during the evening hours.
- There are twenty-six (26) classrooms that are UCF exclusive use and nine (9) classrooms shared with Valencia College for courses that are dually listed and share enrollments between UCF and Valencia. The shared rooms are only used during the daytime. Therefore, the 26 UCF rooms are used somewhat in the evening.

Classroom Time Blocks

The Time Block Table 3a is a supplement to the Time by Day table for the Main Campus and shows the standard time blocks and their usage. This provides detail for the usage of each time block and is grouped into MW, MWF, and TR class patterns.

Table 3a: Main Campus Time Blocks

Time Block	Begin	End	Mon	Tue	Wed	Thu	Fri	Fall 2022 Sections
Day-050 Min-MWF	7:30	8:20	M		W		F	2
Day-050 Min-MWF	8:30	9:20	M		W		F	16
Day-050 Min-MWF	9:30	10:20	M		W		F	29
Day-050 Min-MWF	10:30	11:20	M		W		F	36
Day-050 Min-MWF	11:30	12:20	M		W		F	22
Day-050 Min-MWF	12:30	13:20	M		W		F	25
Day-050 Min-MWF	13:30	14:20	M		W		F	21
Day-050 Min-MWF	14:30	15:20	M		W		F	18
Day-050 Min-MWF	15:30	16:20	M		W		F	9
Day-075 Min-MW	7:30	8:45	M		W			2
Day-075 Min-MW	9:00	10:15	M		W			23
Day-075 Min-MW	10:30	11:45	M		W			34
Day-075 Min-MW	12:00	13:15	M		W			21
Day-075 Min-MW	13:30	14:45	M		W			30
Day-075 Min-MW	15:00	16:15	M		W			34
Day-075 Min-MW	16:30	17:45	M		W			27
Day-075 Min-TR	7:30	8:45		T		R		2
Day-075 Min-TR	9:00	10:15		T		R		71
Day-075 Min-TR	10:30	11:45		T		R		72
Day-075 Min-TR	12:00	13:15		T		R		73
Day-075 Min-TR	13:30	14:45		T		R		76
Day-075 Min-TR	15:00	16:15		T		R		60
Day-075 Min-TR	16:30	17:45		T		R		34

Time Block Key Findings:

- MWF classes peak at the 10:30 a.m. time slot and decline in the afternoon as the MW pattern takes over.

SPACE UTILIZATION STUDY FINAL REPORT

- The use of the 7:30 a.m. time block is almost non-existent and the 4:30 p.m. block sees decreasing use.
- Spreading the classes to achieve the 40-hour target will require moving the prime-time hours into the 7:30 a.m. and 4:30 p.m. time blocks.

The Time Block Summary table provides a breakdown of Weekly Room Hours (WRH) that met in standard time blocks and non-standard times for each college. Eighty-four percent (84%) adherence to the standard time blocks is considered acceptable and limits the number of non-standard meetings which create holes in the schedule and degrades utilization.

Table 3b: Time Block Summary - Fall 2022 Daytime

College	Total	Standard	Non-Standard	% Standard
AA	42	1	41	2.4%
CAH	332	307	25	92.5%
CBA	198	109	89	55.1%
CCIE	88	76	12	86.4%
CECS	337	271	66	80.4%
CGS	5	2	3	40.0%
CHPS	118	93	25	78.8%
BHC	5	1	4	20.0%
RCHM	5	5		100.0%
COM	26	15	11	57.7%
CON	1		1	0.0%
CREOL	17	14	3	82.4%
COS	559	307	252	54.9%
CUGS	24	1	23	4.2%
Total	1,757	1,202	555	68.4%

Time Block Summary Key Findings:

- 68.4% of the class hours scheduled in classrooms met in standard time blocks which is well below the acceptable target of 84%. Only three of the colleges achieved this target.
- Academic Affairs (AA) includes courses taught by UCG Global

Note: Standard is only those listed on previous table and may not represent all approved time blocks

Classroom Utilization

Utilization by Campus

The utilization charts illustrate the daytime, evening, and all hours of utilization (Avg. WRH) and Station Occupancy (SO%) for each campus. The All Hours Average WRH and Station Occupancy (SO%) are compared to the recommended utilization minimum targets of 40 Avg. WRH and 80% Station Occupancy Percent.

SPACE UTILIZATION STUDY

FINAL REPORT

Table 4a: Main Campus Utilization Summary

		Day: 7:30AM-6 PM		Eve: 6 PM-10 PM		All Hours	
Campus	Rooms	Avg WRH	SO%	Avg WRH	SO%	Avg WRH	SO%
Main-General Use	149	28.2	79.8%	6.3	51.9%	34.5	74.7%
Main-Departmental	37	18.9	63.3%	3.7	61.1%	22.8	62.9%
Main-Total	186	26.3	81.0%	5.8	54.6%	32.2	76.2%
WRH/SO% Targets						40.0	80.0%

Main Campus Key Findings

Average WRH All Hours: The All Hours scheduled rate of 32.2 is calculated to compare this rate to minimum target of 40 Avg. WRH. The General Use classrooms are utilized at 34.5 Avg. WRH while the departmental classrooms are only used at 22.8 Avg. WRH.

Station Occupancy Percent (SO%) All Hours: The General Use station fill rate of 74.7% is close to the 80% target and indicates seats are well utilized and the distribution of classroom sizes is well matched to class enrollments.

Table 4b: Research Park, Rosen, Health, and Downtown Utilization Summary

		Day: 7:30AM-6 PM		Eve: 6 PM-10 PM		All Hours	
Campus	Rooms	Avg WRH	SO%	Avg WRH	SO%	Avg WRH	SO%
Research	3	12.0	110.1%	-	0.0%	12.0	110.1%
Rosen	18	9.1	41.9%	1.5	27.5%	10.6	39.8%
Health	3	8.5	83.6%	2.7	20.9%	11.1	68.4%
Downtown	26	9.1	57.5%	7.0	37.5%	16.2	48.7%
Downtown-Shared	9	14.6	73.1%	0.1	56.7%	14.7	72.9%
Downtown-Total	35	10.5	58.4%	5.2	42.0%	15.8	52.9%
WRH/SO% Targets						40.0	80.0%

Research Park, Rosen, Health, and Downtown Key Findings

- Utilization at all these sites is very low suggesting they are over-built or have capacity for enrollment growth.

Note: Individual room utilization details for each campus are presented in Appendices 1 through 5.

Main Campus Utilization by Building

The Classroom Utilization by Building table and graph show the distribution of the Main Campus classrooms and how well each building is utilized as compared to the targets. The Hours Available (Hrs. Avail) column uses the minimum target of 40.0 Average WRH to determine if there is a surplus (positive number) or a deficit (negative number) of classroom hours available (i.e., negative numbers indicate that the buildings classrooms are scheduled above the minimum target). The Rooms Available column divides

SPACE UTILIZATION STUDY

FINAL REPORT

the Hours Available by the 40 Avg. WRH target to determine an approximate number of classrooms that are still available if the 40-hour target is achieved.

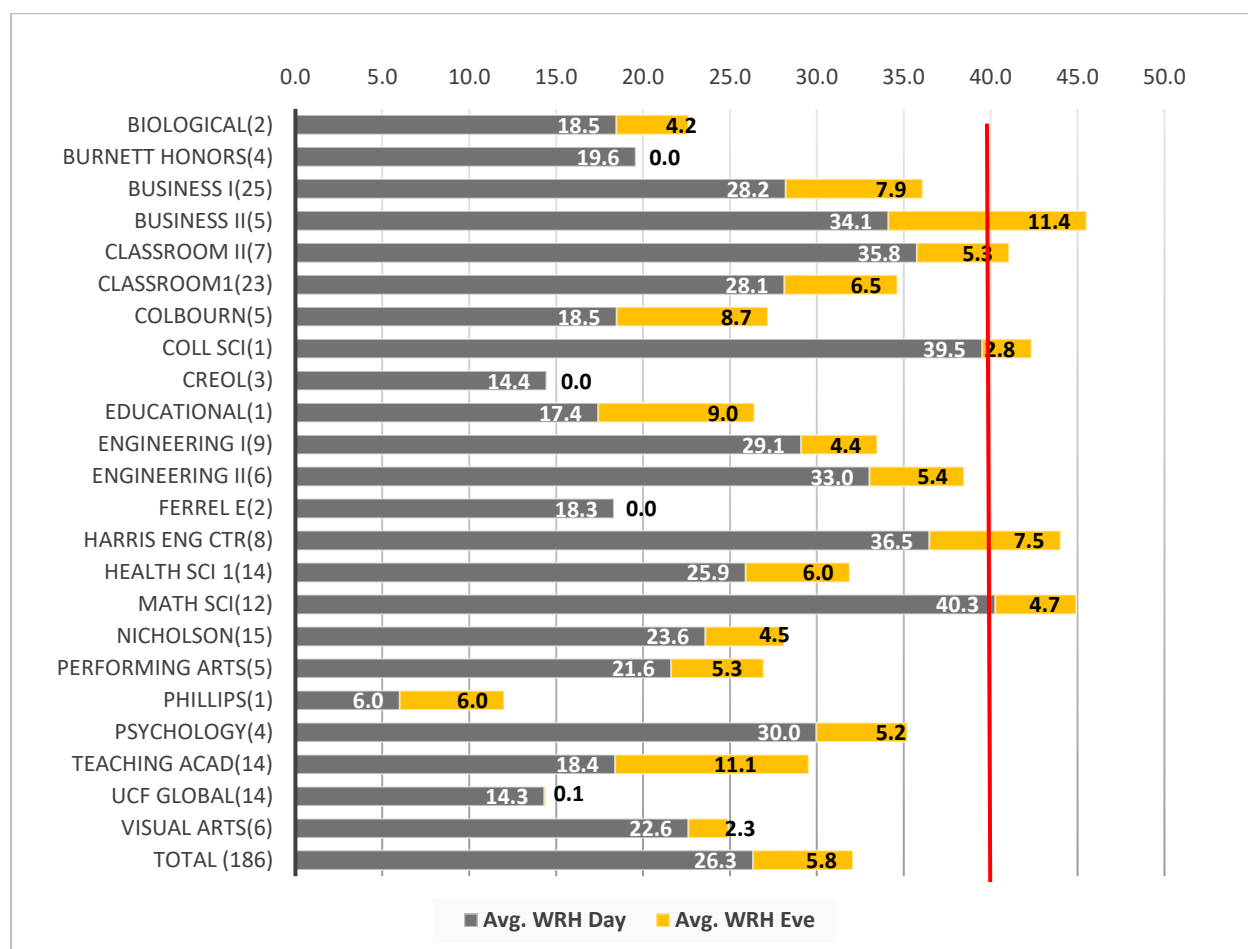
Table 4c: Main Campus Utilization by Building Available Hours

Building	Rooms	WRH	Avg. WRH	SO%	Seats	ASF	ASF / Seat	Hrs. Avail 40.0	Rms Avail 40.0
Biological	2	45.6	22.8	86.8%	102	1,515	14.9	34.4	0.9
Burnett Honors	4	78.3	19.6	53.6%	133	2,522	19.0	81.7	2.0
Business I	25	905.6	36.2	84.0%	1,502	28,345	18.9	94.5	2.4
Business II	5	228.3	45.7	70.7%	311	6,757	21.7	(28.3)	(0.7)
Classroom II	7	288.2	41.2	63.0%	2,059	23,190	11.3	(8.1)	(0.2)
Classroom I	23	799.1	34.7	70.5%	1,871	30,812	16.5	120.9	3.0
Coll. Of Sciences	1	42.3	42.3	72.0%	463	4,600	9.9	(2.3)	(0.1)
CREOL	3	43.3	14.4	100.6%	62	1,705	27.5	76.7	1.9
Educational Complex	1	26.6	26.6	49.9%	19	704	37.1	13.4	0.3
Engineering I	9	301.8	33.5	59.3%	386	7,453	19.3	58.2	1.5
Engineering II	6	231.3	38.6	67.5%	461	7,735	16.8	8.7	0.2
Jimmie Ferrell E	2	36.6	18.3	40.1%	100	1,490	14.9	43.4	1.1
Harris Eng Ctr	8	353.3	44.2	65.5%	628	10,039	16.0	(33.3)	(0.8)
Health Sciences I	14	447.7	32.0	78.6%	1,028	16,411	16.0	112.3	2.8
Math Sciences	12	540.5	45.0	75.5%	879	14,890	16.9	(60.5)	(1.5)
Nicholson	15	422.4	28.2	72.3%	864	13,517	15.6	177.6	4.4
Performing Arts	5	135.2	27.0	56.4%	166	3,743	22.5	64.8	1.6
Howard Phillips	1	12.1	12.1	48.9%	20	567	28.4	27.9	0.7
Psychology	4	141.2	35.3	68.5%	565	7,490	13.3	18.8	0.5
Teaching Academy	14	418.5	29.9	67.1%	540	15,393	28.5	141.5	3.5
Trevor Colburn	5	136.4	27.3	54.7%	184	4,155	22.6	63.6	1.6
UCF Global	14	201.7	14.4	36.7%	455	10,820	23.8	358.3	9.0
Visual Arts	6	149.8	25.0	72.8%	627	8,855	14.1	90.3	2.3
Total	186	5,985.7	32.2	76.2%	13,425	222,708	16.6	1,454.3	36.4
WRH/SO% Targets			40.0	80%			20-24		

SPACE UTILIZATION STUDY

FINAL REPORT

Table 4d: Classroom Average WRH by Building



Main Campus Key Findings

- Five (5) of the buildings that have classrooms are scheduled above the 40-hour minimum target (shown as negative numbers).
- Overall, the calculation suggests there are 36.4 classrooms available.
- Furthermore, this suggests that 150 classrooms could accommodate the instructional demand if the 40-hour Avg. WRH target is met (186 in use minus the calculated 36 rooms available).

Note: Appendix 10 presents additional building utilization details by college.

Table 4e: Other Campuses Classroom Utilization-Building Available Hours

Campus/Building	Rooms	WRH	Avg. WRH	SO%	Seats	ASF	ASF / Seat	Hrs. Avail 40.0	Rms Avail 40.0
Research-URWR	3	36.1	12.0	110.1%	238	5,105	21.4	83.9	2.1
Rosen	18	191.4	10.6	39.8%	1,452	29,877	20.6	528.6	13.2
Health-COM	3	33.4	11.1	68.4%	416	7,650	18.4	86.6	2.2

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/Building	Rooms	WRH	Avg. WRH	SO%	Seats	ASF	ASF / Seat	Hrs. Avail 40.0	Rms Avail 40.0
Downtown-CMB	4	90.3	22.6	40.4%	353	7,601	21.5	69.7	1.7
Downtown-DPAC	27	381.2	14.1	45.3%	1,121	25,998	23.2	698.9	17.5
Downtown-UWCV	4	25.9	6.5	15.6%	140	2,967	21.2	134.1	3.4
Downtown-Total	35	497.4	14.2	45.9%	1,614	36,566	22.7	902.6	22.6
WRH/SO% Targets			40.0	80%			30		

Research Park, Rosen, Health, and Downtown Key Findings

- A large surplus is identified for all of the other campuses. For example, Downtown had thirty-five (35) classrooms scheduled for Fall 2022 with an excess supply of 22.6 classrooms.

Main Campus Utilization of Departmental Classrooms

The Departmental Classroom Utilization table identifies the location, number, and utilization of the departmentally assigned rooms on the Main Campus.

Table 4f: Main Campus Departmental Classroom Utilization

College	Department	Building	Rooms	WRH All	Avg. WRH All
AA	Faculty Excellence	Classroom I	1	28.5	28.5
AA	UCF Global	UCF Global	14	201.7	14.4
CAH	School of Performing Arts	Performing Arts	3	100.2	33.4
CAH	Theatre	Performing Arts	2	35.0	17.5
CBA	Dean, College of Business Administration	Business I / Business II	3	140.2	46.7
CCIE	Dean, College of Community Innovation & Educ.	Teaching Academy	4	105.7	26.4
CECS	Dean, College of Engr. & Computer Science	Business I / Engineering I	3	130.3	43.4
CREOL	College of Optics and Photonics	CREOL	3	43.3	14.4
COS	Anthropology	Howard Phillips	1	12.1	12.1
COS	Nicholson School of Communication & Media	Nicholson	1	9.1	9.1
SSWB	SDES Student Leadership Development	Ferrell E	2	36.6	18.3

Main Campus Key Findings

- The three (3) Business classrooms and three (3) Engineering classrooms are utilized above the 40 Avg. WRH minimum target.
- UCF Global has eighteen (18) classrooms of which fourteen (14) had reported scheduled use.

Note: There were no for-credit classes held in UCF Global.

SPACE UTILIZATION STUDY

FINAL REPORT

Classrooms vs. Class Size

The Room versus Class Size table identified class enrollment versus the scheduled room seat capacity. The cells are the percentage of class hours meeting in the rooms in a size range. The shaded areas are a perfect match of class size to room size while the cells to the left of the shaded cells are where class sizes are less than optimal for the size of the room. This table illustrates where there may be an imbalance of class size to room size impacting station fill rates.

Table 5: Main Campus Rooms vs. Class Size

SIZE RANGE (Seats)	ROOMS	CLASS SIZE								
		1-19	20-29	30-39	40-59	60-79	80-99	100-149	150-249	>=250
1-19	4	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
20-29	24	38.8%	57.7%	3.1%	0.4%	0.0%	0.0%	0.0%	0.0%	0.0%
30-39	44	52.2%	28.9%	18.1%	0.8%	0.0%	0.0%	0.0%	0.0%	0.0%
40-59	57	27.0%	18.7%	20.0%	33.8%	0.5%	0.0%	0.0%	0.0%	0.0%
60-79	26	11.0%	11.0%	12.9%	37.5%	24.4%	0.5%	1.6%	1.1%	0.0%
80-99	7	6.9%	13.7%	12.7%	23.5%	25.5%	17.6%	0.0%	0.0%	0.0%
100-149	6	11.8%	8.2%	8.2%	8.2%	21.2%	25.9%	16.5%	0.0%	0.0%
150-249	7	0.0%	0.0%	0.9%	3.5%	7.9%	13.2%	25.4%	44.7%	4.4%
>=250	11	0.0%	0.0%	0.0%	0.6%	4.3%	1.8%	12.2%	34.8%	46.3%

Classroom Size Key Findings:

- Almost 46% of the class hours meeting in the fifty-seven, 40-59 seat rooms had a class size of 1-29 students enrolled.
- As a rule of thumb, class enrollments one cell to the left of the optimum size room (shaded cells) are still utilizing the seats fairly well while class enrollments two cells or more to the left of the optimum shaded cell indicate an underutilization of the seats.

Note: Appendices 8 and 9 present additional utilization details by room size.

Classroom Recommended Actionable Items

Based on the utilization findings presented in the previous sections the following actionable items are recommended to assist the University maximize the use of the existing physical resources and achieve its future strategic goals.

Main Campus

The Main Campus has a total of 196 verified classrooms. As of the Fall 2022 term there were 186 of these rooms with scheduled instruction. Of these, 149 rooms are assigned as general use and managed through the Registrar and 37 rooms are assigned to specific departments or colleges. In addition, there were ten (10) rooms that did not have any recorded scheduled instruction. Of the rooms with no reported scheduled use five (5) were departmental, three (3) general use and two (2) at the time were new and not yet in use.

SPACE UTILIZATION STUDY

FINAL REPORT

The analysis of the Fall 2022 utilization indicated the scheduled general use classrooms were used on average 34.5 Weekly Room Hours (WRH) and the departmental rooms were used at 22.8 WRH or approximately one-third less. The aggregated utilization metric indicated 32.2 WRH. Based on the Fall 2022 utilization, and with no planned future enrollment growth, if the University improves its scheduling efficiency to the minimum target of 40 WRH, theoretically the current instructional demand could be met in 150 classrooms or 46 less than the current total classroom inventory. For illustrative purposes, a five (5) WRH incremental increase to the recommended utilization target calculates a potential classroom inventory of 133 (63 less classrooms) @ 45 WRH; 120 (76 less classrooms) @ 50 WRH; and 109 (87 less classrooms) @ 55 WRH.

Based on these existing conditions and possible scenarios, the following actionable items are recommended:

- Reassign the 42 main campus departmental classrooms as general use classrooms to be managed through the Registrar's office.
- Schedule the five (5) general use rooms with no reported use in Fall 2022.
- Improve utilization to the minimum target level and subsequent increments which could yield a potential pool ranging from 46 to 87 rooms that might be repurposed or reassigned to address other University space priorities. *Note: Reducing the classroom supply to reach the 40 Avg. WRH target will require a redistribution of class offerings to fully utilize the 7:30 a.m., late afternoon, evening hours and weekends.*
- Initiate a pilot project for identifying rooms that might be repurposed or reassigned. The process should examine rooms currently classified as general use with utilization of less than 20 WRH (see Appendix 12) that might be replaced by rooms currently classified as departmental (also used less than 20 WRH - see Appendix 11). Current conditions such as size, location, technology level and physical condition should be examined to identify general use rooms that should be replaced and repurposed.
- Assuming the pilot project yields successful results and establishes acceptable room analysis criteria, the examination of other underutilized rooms should be expanded to identify low use rooms that might also be repurposed.
- The provost led initiative should consider the following challenges and conditions related to scheduling more courses early mornings, late-afternoons, evenings or weekends: working or commuting students; walking distances between classes; accommodations for technology and room layouts; limited flexibility for renovations or addressing facility issues.

Downtown Campus

The UCF Downtown campus has a total of 47 rooms classified as classrooms. Of these, 36 are assigned for UCF only classes; nine (9) are shared use with Valencia College and twelve (12) are leased by and used only for Valencia courses. The total ASF (without service space) is 44,345 ASF with 29,749 ASF in the UCF only rooms; 6,817 ASF in the shared rooms and 7,779 ASF in the Valencia leased rooms. Including the shared rooms with Valencia's part of the instructional demand, the rooms are used at 15.8 WRH with about 53% station occupancy. Compared to the Main campus and the minimum utilization target, the Downtown classrooms are greatly underutilized.

SPACE UTILIZATION STUDY

FINAL REPORT

Based on the Fall 2022 utilization, and with no planned future enrollment growth, if the University improves its scheduling efficiency to the minimum target of 40 WRH, theoretically the current instructional demand could be met in fourteen (14) classrooms or twenty-one (21) less than the combined UCF and shared classroom inventory. For illustrative purposes, a five (5) WRH incremental increase to the utilization minimal target calculates a potential classroom inventory of 13 (22 less rooms) @ 45 WRH; 12 (23 less rooms) @ 50 WRH; and 11 (24 less rooms) @ 55 WRH.

Based on these existing conditions and possible scenarios, the following actionable items are proposed for the Downtown campus:

- Schedule the one general use room with no reported use in Fall 2022.
- Improve utilization to the benchmark target level which could yield a potential pool of 21 to 24 rooms that might be repurposed or reassigned to address other University space priorities.
- As a pilot project for identifying the rooms that might be repurposed or reassigned, initiate a process that examines the rooms that might be priority candidates for reassignment or repurposing. Current conditions such as size, location, technology level and physical condition should be examined to identify general use rooms that should be replaced and repurposed.
- Identify an academic/program anchor to increase utilization of the facilities.
- Reassess the leasing arrangement for Valencia College space which could potentially yield another 12 rooms for reuse.

Academic Health Sciences Campus

The Lake Nona Campus has three reported classrooms. The three rooms were scheduled 11.8 Weekly Room Hours with 68% station fill in Fall 2022. Therefore, these rooms are greatly underutilized compared with the target metrics. With the School of Nursing moving to this site in the next few years and the long-term possibility of the College of Health Professions and Sciences programs being relocated, future plans should factor in these existing classroom resources into any needs assessment for these or any other relocated or new programs.

Rosen College of Hospitality Management Campus

The Rosen campus has eighteen (18) reported classrooms. The rooms were scheduled 10.6 Weekly Room Hours with 39.8% station fill in Fall 2022. Therefore, these rooms are greatly underutilized compared with the target metrics of 40 WRH and 80% station occupancy.

If the University improves its scheduling efficiency for this campus to the minimum target of 40 WRH then, theoretically, the projected instructional demand could be met in ten classrooms or eight less than the current supply, even with projected enrollment growth. It would be beneficial to initiate a process for identifying rooms that might be repurposed or reassigned. The process should examine rooms with less than 10 WRH (see Appendix 3) that might be repurposed to meet other needs. Current conditions such as size, location, technology level and physical condition should be examined to identify the rooms that may be converted to other uses.

Research Park Campus

The Research Park campus has eight (8) classrooms; only three with reported use that are assigned to the College of Nursing. These rooms were scheduled 12 Weekly Room Hours in Fall 2022. Therefore, the rooms are greatly underutilized compared with the target metric of 40 WRH. However, the College of Nursing is slated to be relocated to the Academic Health Sciences campus within the next two years and will be vacating the space in the University Tower facility. The lease for its four classrooms will end and those spaces will return to the control of the landlord. Three of the remaining classrooms are managed by Continuing Education/Digital Learning and will remain. The other remaining classrooms are assigned to Psychology but will also likely be vacated if the recommended relocation of the existing Psychology programs move to the Main Campus.

Teaching Laboratory Assessment

Overview

The teaching laboratory analysis includes a detailed assessment of the University's scheduled instructional laboratory facilities. The analysis reviewed the current utilization using **Fall 2022 and Spring 2022** semester data of the labs. A utilization capacity calculation is included to estimate the relative percentage of use compared with utilization minimum targets. Metrics and assumptions applied in the analysis for the teaching laboratory needs are presented below. While open (unscheduled) labs are not included in the analysis, they are often used in conjunction with and support scheduled instructional spaces.

Teaching laboratories differ from classrooms because of the following characteristics:

- Each teaching lab serves a unique purpose and in general cannot be shared like classrooms.
- Some labs are needed to teach a specific course.
- All teaching labs (including computer labs) are scheduled by departments.
- Teaching labs are often also used as open labs for course work during non-scheduled times.
- Undergraduate research also occurs in teaching laboratories.
- Additionally, some departments may have open or unscheduled labs that are important for supporting the instructional function of the teaching laboratories.

Basic Definitions and Metrics

- Assignable Square Feet (ASF) - The area measured within the interior walls of a room and can be assigned to a specific function or use.
- Inventory Station Count - This is the number of seats or stations in the room or laboratory as reported in the facilities space inventory. This count may not reflect the desired teaching capacity of the room since it may count non-instructional seats.
- Teaching Capacity – Unless otherwise noted, the teaching capacity is assumed to be the section limit as reported in the Fall 2022 and Spring 2022 class file. If all section limits in a lab are not the same then the maximum was used as the teaching capacity of the lab.

Utilization Measures

Weekly Room Hour (WRH) is the number of minutes a class meets each week, **including class change time**, converted to hours. The sum for all sections in a laboratory is the WRH utilization for that room. WRH is calculated for a specific time frame:

- Total WRH is for the period 7:30 a.m. to 10:00 p.m., Monday through Friday plus 7:30 a.m. to 6 p.m. Saturday.
- Day WRH is for the period 7:30 a.m. to 5:00 p.m. Monday through Friday.
- Station Occupancy Percentage (SO%) is the number of seats occupied divided by the **teaching** capacity of the room.
- Utilization Minimum Targets – While Utilization Measures show how the labs are currently being utilized, Utilization Expectations state an expected level for achieving a defined level of efficient use.
- Expectations vary by lab type and instructional level: Lower Division, Upper Division or Computer Laboratory.

Lower Division, Upper Division, and Computer Laboratory are grouped into three categories:

- Lower Division laboratories are used primarily for 100 and 200 level courses. Expectations are that these labs could be scheduled at least 40 hours per week as defined above with 85% station occupancy.
- Upper Division laboratories are used primarily for 300 and higher-level courses. Expectations are that these labs could be scheduled at least 30 hours per week as defined above with 85% station occupancy.
- Computer Laboratories may be either lower division or upper division but are teaching station computer based and do not require any other specialized equipment and no set up or take down time. Expectations are the same as lower division laboratories and could be scheduled at least 40 hours per week as defined above with 85% station occupancy.

Utilization Expectation Capacity is a measure of how the laboratory was used compared to utilization expectation by laboratory level. For example, if a lower division laboratory was scheduled 30 hours per week with 70% of the stations occupied on average, then the laboratory was used $(30 \times 70\%) / (40 \times 85\%)$ at 62% of utilization expectation capacity. Therefore, theoretically, the laboratory could accommodate at least 38% more enrollment by adding sections and increasing current section sizes.

Main Campus Teaching Laboratory Inventory Summary

There are one hundred (100) scheduled teaching laboratories totaling 125,789 ASF (assignable square feet) with 3,485 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 99 teaching labs with scheduled use.
- 26.8 average all hours at 78% station occupancy.
- The teaching labs were used at 87% of the utilization guideline capacity.

SPACE UTILIZATION STUDY

FINAL REPORT

- 23.8 average daytime hours at 79% station occupancy.
- Teaching labs were used 2.9 WRH in the evening.

Spring 2022 Laboratory Utilization

- 98 teaching labs with scheduled use.
- 27.2 average all hours at 75% station occupancy.
- The teaching labs were used at 85% of the utilization guideline capacity.
- 23.8 average daytime hours at 76% station occupancy.
- Teaching labs were used 3.1 WRH in the evening.

College Teaching Laboratory Utilization Summary

Table 6: Fall 2022 and Spring 2022 Room Utilization by College

INVENTORY DATA					FALL 2022		SPRING 2022		UTILIZATION CAPACITY	
College	Teaching Lab count	ASF	Inventory Capacity	Teaching Stations	Total WRH Avg.	SO%	Total WRH Avg.	SO%	Fall	Spring
AA	1	1,383	59	50	31.7	60%	42.9	58%	80%	104%
CAH	26	39,383	1,002	791	28.6	69%	30.1	70%	82%	88%
CCIE	2	2,834	72	66	3.1	47%	10.5	53%	6%	23%
CECS	16	16,331	482	450	29.8	82%	29.0	81%	102%	98%
CHPS	5	6,612	213	194	15.3	89%	19.7	72%	56%	59%
COM	7	10,838	274	299	34.3	76%	32.9	78%	109%	107%
CREOL	1	616	10	24	26.3	72%	17.2	62%	79%	44%
COS	42	47,792	1,608	1,611	25.6	82%	25.2	78%	88%	81%
Totals	100	125,789	3,720	3,485	26.8	78%	27.2	75%	87%	85%

Main Campus Teaching Laboratory Time by Day

The Time by Day charts display how laboratory class hours are currently distributed across days and times.

The room use hours identified in the Time by Day charts are calculated by summing all individual class hours **including class change times**. Based on the beginning and end times, the summarized hours for all classes are then distributed into the appropriate bars for the bar chart. For example, a class that meets TR from 9:00 a.m. to 10:15 a.m. will contribute 1 hour to 9 a.m. on TR and 30 minutes to 10 a.m. on TR (15 minutes are added for the class change time).

SPACE UTILIZATION STUDY FINAL REPORT

Table 7a: Main Campus Fall 2022 Time by Day

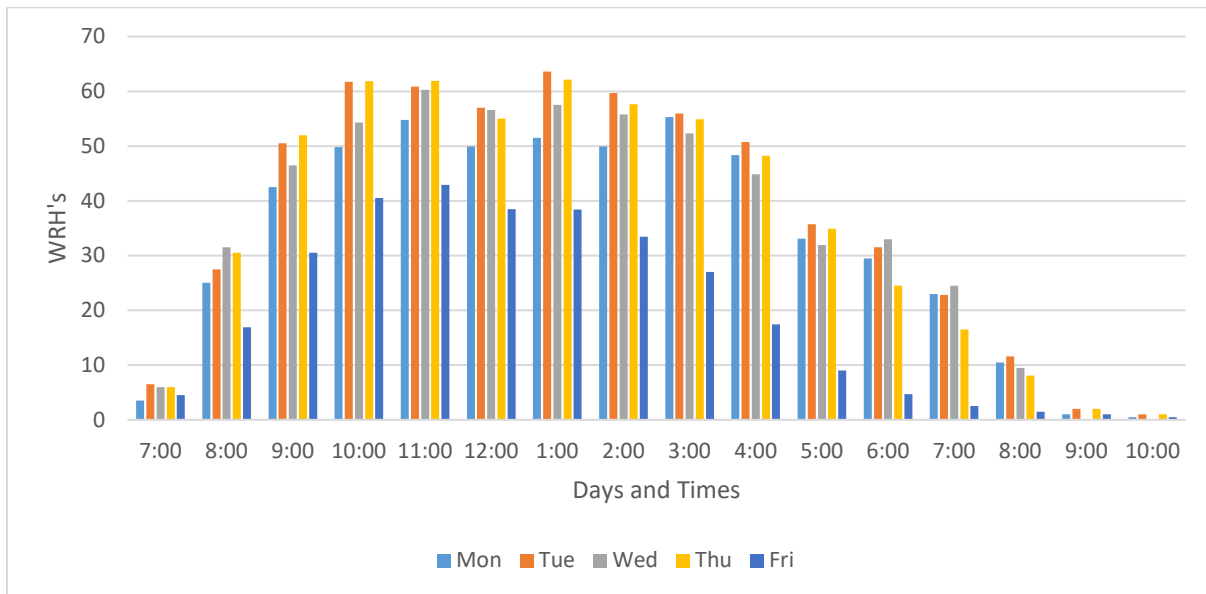
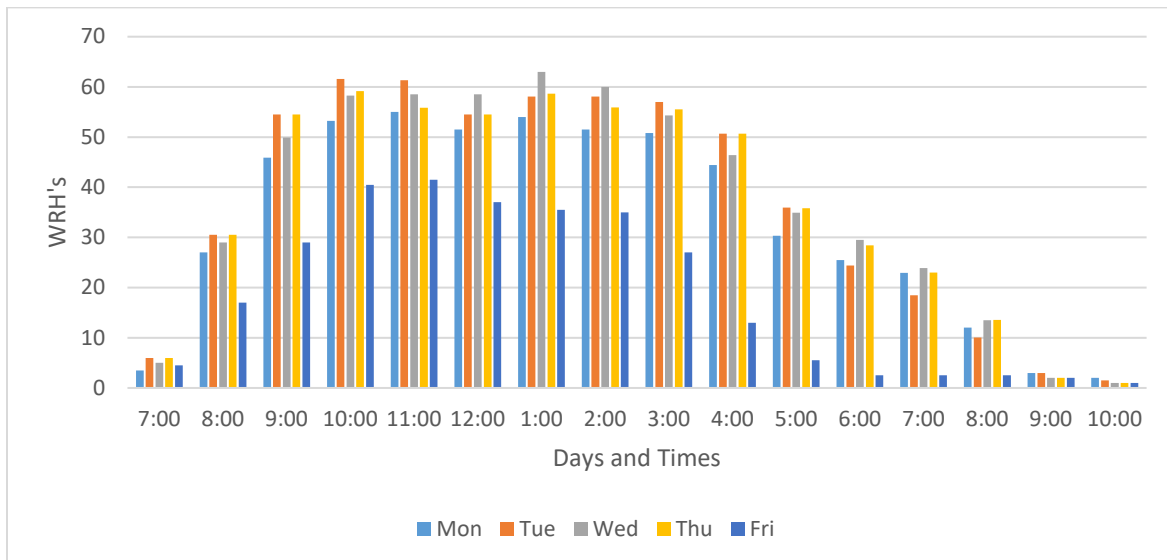


Table 7b: Main Campus Spring 2022 Time by Day



College of Arts and Humanities Utilization Summary

The College of Arts and Humanities has twenty-six (26) scheduled teaching laboratories totaling 39,383 ASF (assignable square feet) with 791 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 26 teaching labs with scheduled use.
- 28.6 average all hours at 69% station occupancy.
- The teaching labs were used at 82% of the utilization guideline capacity.
- 26.2 average daytime hours at 68% station occupancy.
- Teaching labs were used 2.4 WRH in the evening.

Spring 2022 Laboratory Utilization

- 26 teaching labs with scheduled use.
- 30.1 average all hours at 70% station occupancy.
- The teaching labs were used at 88% of the utilization guideline capacity.
- 26.3 average daytime hours at 70% station occupancy.
- Teaching labs were used 2.8 WRH in the evening.

College of Engineering and Computer Science Utilization Summary

The College of Engineering and Computer Science has sixteen (16) scheduled teaching laboratories totaling 16,331 ASF (assignable square feet) with 450 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 16 teaching labs with scheduled use.
- 29.8 average all hours at 82% station occupancy.
- The teaching labs were used at 102% of the utilization guideline capacity.
- 25.1 average daytime hours at 83% station occupancy.
- Teaching lab were used 4.3 WRH in the evening.

Spring 2022 Laboratory Utilization

- 16 teaching labs with scheduled use
- 29.0 average all hours at 81% station occupancy.
- The teaching labs were used at 98% of the utilization guideline capacity.
- 24.2 average daytime hours at 81% station occupancy.
- Teaching labs were used 4.4 WRH in the evening.

College of Health Professions and Sciences Utilization Summary

There are five (5) scheduled teaching laboratories totaling 6,612 ASF (assignable square feet) with 194 teaching stations based on the course section limits assigned to the College of Health Professions and Sciences.

Fall 2022 Laboratory Utilization

- 5 teaching labs with scheduled use.
- 15.3 average all hours at 89% station occupancy.
- The teaching labs were used at 56% of the utilization guideline capacity.
- 15.0 average daytime hours at 89% station occupancy.
- Teaching labs were used 0.3 WRH in the evening.

Spring 2022 Laboratory Utilization

- 5 teaching labs with scheduled use.
- 19.7 average all hours at 72% station occupancy.
- The teaching labs were used at 59% of the utilization guideline capacity.
- 18.9 average daytime hours at 71% station occupancy.
- Teaching labs were used 0.8 WRH in the evening.

College of Medicine Utilization Summary

The College of Medicine has seven (7) scheduled teaching laboratories totaling 10,838 ASF (assignable square feet) with 299 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 7 teaching labs with scheduled use.
- 34.3 average all hours at 76% station occupancy.
- The teaching labs were used at 109% of the utilization guideline capacity.
- 31.8 average daytime hours at 79% station occupancy.
- Teaching labs were used 2.5 WRH in the evening.

Spring 2022 Laboratory Utilization

- 7 teaching labs with scheduled use.
- 32.9 average all hours at 78% station occupancy.
- The teaching labs were used at 107% of the utilization guideline capacity.
- 30.6 average daytime hours at 80% station occupancy.
- Teaching labs were used 2.3 WRH in the evening.

College of Sciences Utilization Summary

The College has forty-two (42) scheduled teaching laboratories totaling 47,792 with 1,611 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 41 teaching labs with scheduled use.
- 25.6 average all hours at 82% station occupancy.
- The teaching labs were used at 88% of the utilization guideline capacity.
- 22.6 average daytime hours at 84% station occupancy.
- Teaching labs were used 3 WRH in the evening.

Spring 2022 Laboratory Utilization

- 40 teaching labs with scheduled use.
- 25.2 average all hours at 78% station occupancy.
- The teaching labs were used at 81% of the utilization guideline capacity.
- 22.3 average daytime hours at 79% station occupancy.
- Teaching labs were used 2.9 WRH in the evening.

Other Teaching Laboratory Utilization Summary

The other colleges/units have a total of four (4) laboratories.

- Academic Affairs has one teaching laboratory at 42.9 WRH and 58% station occupancy with a utilization capacity of 104% in the Spring 2022 term.

SPACE UTILIZATION STUDY FINAL REPORT

- College of Community Innovation and Education had the least scheduled use for its two (2) teaching labs, 3.1 WRH with 47% station occupancy with a 6% of utilization capacity in the Fall 2022 term.
- The College of Optics and Photonics' one (1) teaching lab had peak use of 26.3 WRH with a 72% station occupancy with a 79% utilization capacity in the Fall 2022 term.
- The following section details the teaching laboratory utilization by college and instructional level (Lower Division/Upper Division/Computer Lab). Detailed room utilization data is presented in Appendix 13.

Teaching Laboratory Utilization by Instructional Level

The following charts graph the all-day weekly room hour (WRH) use for each College by level. The red line identifies the utilization target for all-day use of 40 hours for Lower Division laboratories, 30 hours for Upper Division laboratories and 40 hours for Computer laboratories.

Lower Division Laboratory Utilization by College

Table 8a: Lower Division Labs by College - Fall 2022 and Spring 2022 WRH's Scheduled

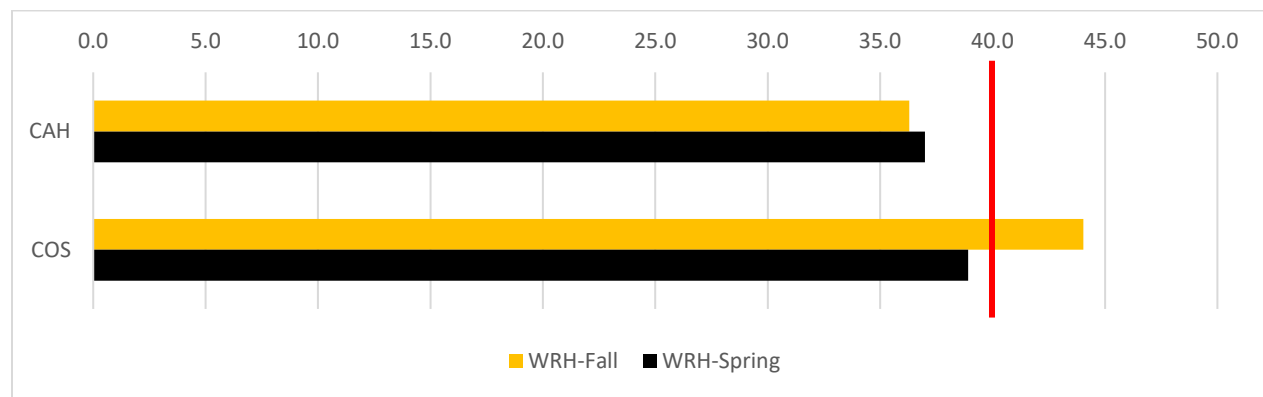


Table 8b: Lower Division Lab Utilization by College - Fall 2022 and Spring 2022 Room Utilization

Inventory Data					Fall 2022		Spring 2022		Utilization Capacity	
College	Teaching Lab Count	ASF	Inventory Capacity	Teaching Stations	Total WRH Avg.	SO%	Total WRH Avg.	SO%	Fall	Spring
CAH	9	17,087	374	252	36.3	78%	37.0	77%	83%	84%
COS	12	12,573	394	395	44.0	92%	38.9	89%	119%	102%
Totals	21	29,660	768	647	40.7	87%	38.1	85%	104%	95%

There are twenty-one (21) scheduled Lower Division teaching laboratories totaling 29,660 ASF with 647 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 21 teaching labs with scheduled use.
- 40.7 average all day hours at 87% station occupancy.
- The teaching labs were used at 104% of the utilization guideline capacity.
- 35.7 average daytime hours at 74% station occupancy.
- Teaching labs were used 5.0 WRH in the evening.

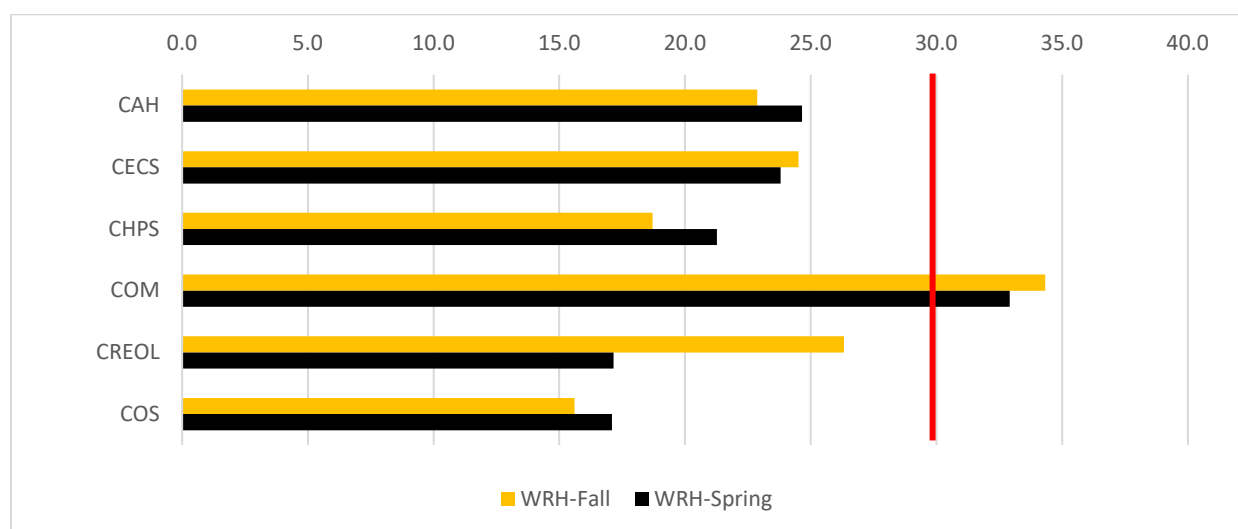
Spring 2022 Laboratory Utilization

- 21 teaching labs with scheduled use.
- 38.1 average all day hours at 85% station occupancy.
- The teaching labs were used at 95% of the utilization guideline capacity.
- 34.2 average daytime hours at 72% station occupancy.
- Teaching labs were used 3.9 WRH in the evening.

Note: Several College of Sciences lower division teaching labs assigned to Chemistry and Physics exceed the utilization capacity in both terms.

Upper Division Laboratory Utilization by College

Table 9a: Upper Division Labs by College - Fall 2022 and Spring 2022 WRH's Scheduled



SPACE UTILIZATION STUDY

FINAL REPORT

Table 9b: Upper Division Lab Utilization by College -Fall 2022 and Spring 2022 Room Utilization

Inventory Data					Fall 2022		Spring 2022		Utilization Capacity	
College	Teaching Count	ASF	Inventory Capacity	Teaching Stations	Total WRH Avg.	SO%	Total WRH Avg.	SO%	Fall	Spring
CAH	15	19,442	548	469	22.9	60%	24.7	64%	54%	62%
CECS	12	12,391	332	292	24.5	79%	23.8	78%	76%	72%
CHPS	4	5,079	165	144	18.7	90%	21.3	73%	66%	61%
COM	7	10,838	274	299	34.3	76%	32.9	78%	102%	101%
CREOL	1	616	10	24	26.3	72%	17.2	62%	74%	42%
COS	17	16,526	469	415	15.6	72%	17.1	79%	44%	53%
Totals	56	64,892	1798	1,643	22.9	72%	22.9	73%	65%	66%

- There are fifty-six (56) Upper Division teaching laboratories totaling 64,892 ASF (assignable square feet) with 1,643 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 55 teaching labs with scheduled use.
- 22.9 average all hours at 72% station occupancy.
- The teaching labs were used at 65% of the utilization guideline capacity.
- 20.3 average daytime hours at 67% station occupancy
- The teaching labs were used 2.6 WRH in the evening.
- The College of Medicine teaching labs were scheduled 34.3 hours with 76% station occupancy and exceed the utilization capacity.

Spring 2022 Laboratory Utilization

- 55 teaching labs with scheduled use.
- 22.9 average day hours at 73% station occupancy.
- The teaching labs were used at 66% of the utilization guideline capacity.
- 20.4 average daytime hours at 69% station occupancy.
- The teaching labs were used 2.5 WRH in the evening.
- The College of Medicine labs were scheduled 32.9 hours with 78% station occupancy and exceed the utilization capacity.

Computer Laboratory Utilization

The Main Campus has forty-seven (47) computer labs totaling 48,452 square feet with 1,825 seats as reported in the inventory. There are twenty-three (23) of these labs with scheduled use totaling 31,237 ASF (assignable square feet) with 1,195 teaching stations based on the course section limits. The utilization of these labs is summarized in Tables 10Aa-10b.

SPACE UTILIZATION STUDY

FINAL REPORT

Table 10a: Computer Labs by College - Fall 2022 and Spring 2022 WRH's Scheduled

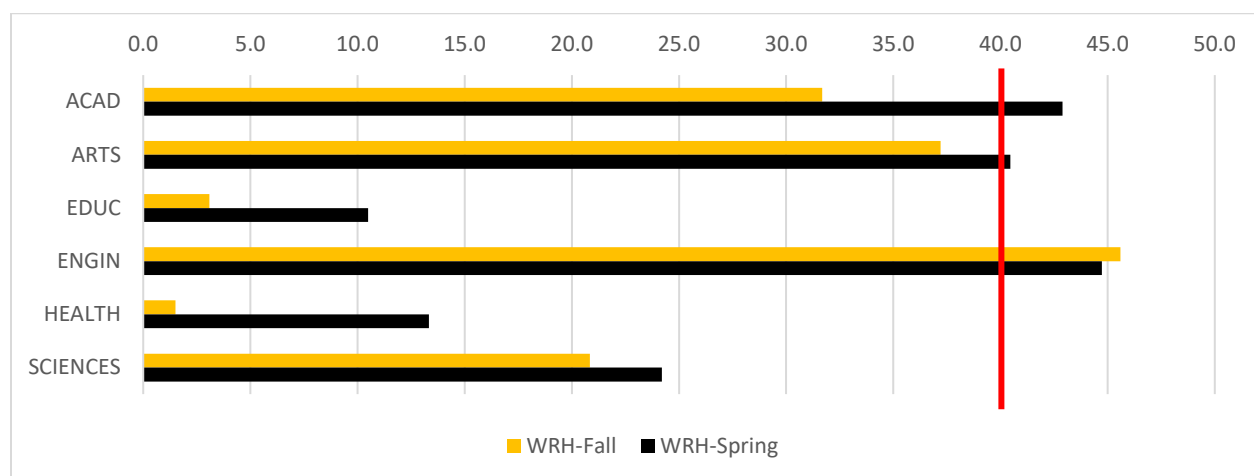


Table 10b: Computer Lab Utilization by College - Fall 2022 and Spring 2022 Room Utilization

INVENTORY DATA					FALL 2022		SPRING 2022		UTILIZATION CAPACITY	
College	Teaching Count	ASF	Inventory Capacity	Teaching Stations	Total WRH Avg.	SO%	Total WRH Avg.	SO%	Fall	Spring
AA	1	1,383	59	50	31.7	60%	42.9	58%	56%	74%
CAH	2	2,854	80	70	37.2	74%	40.5	73%	81%	87%
CCIE	2	2,834	72	66	3.1	47%	10.5	53%	4%	16%
CECS	4	3,940	150	158	45.6	86%	44.7	84%	115%	111%
CHPS	1	1,533	48	50	1.5	30%	13.3	66%	1%	26%
COS	13	18,693	745	801	20.8	78%	24.2	68%	48%	49%
Totals	23	31,237	1,154	1,195	24.7	78%	29.6	71%	57%	62%

Fall 2022 Laboratory Utilization

- 23 computer labs with scheduled use.
- 24.7 average all hours at 78% station occupancy.
- The labs were used at 57% of the utilization guideline capacity.
- 21.2 average daytime hours at 81% station occupancy.
- The labs were used 3.5 WRH in the evening.
- The College of Engineering and Computer Science computer labs were scheduled 45.6 hours with 86% station occupancy.
- The College of Community Innovation and Education computer lab was only scheduled for 3.1 hours with 47% station occupancy.

Spring 2022 Laboratory Utilization

- 22 computer labs with scheduled use.
- 29.6 average day hours at 71% station occupancy.
- The labs were used at 62% of the utilization guideline capacity.
- 23.4 average daytime hours at 72% station occupancy.

SPACE UTILIZATION STUDY

FINAL REPORT

- The labs were used 6.2 WRH in the evening.
- The computer lab assigned to Academic Affairs was scheduled for 42.9 hours with 58% station occupancy.
- The College of Arts and Humanities labs were scheduled 40.5 hours with 73% station occupancy.
- The College of Engineering and Computer Science computer labs were scheduled 44.7 hours with 84% station occupancy.

Additional utilization information for the computer labs is presented in Appendix 13.

UCF Downtown Campus

Downtown Campus Laboratory Inventory Summary

There is a total of ten (10) scheduled teaching laboratories totaling 11,368 ASF (assignable square feet) with 330 teaching stations based on the course section limits.

Four (4) of the teaching labs assigned to Provost and are exclusively used for UCF courses totaling 5,185 ASF (assignable square feet) with 163 teaching stations based on the course section limits. All of these are computer labs. Another six (6) teaching labs that are shared with Valencia College totaling 6,183 ASF (assignable square feet) with 167 teaching stations based on the course section limits. Five (5) of the six (6) teaching labs are Lower Division and one (1) is a Computer Laboratory.

Fall 2022 Laboratory Utilization (10 labs)

- 18.6 average daytime hours at 79% station occupancy.
- The teaching labs were used at 44% of the utilization guideline capacity.
- 11.9 average daytime hours at 79% station occupancy.
- The teaching labs were used 6.7 WRH in the evening.

Spring 2022 Laboratory Utilization (10 labs)

- 19.2 average daytime hours at 61% station occupancy.
- The teaching labs were used at 35% of the utilization guideline capacity.
- 16.8 average daytime hours at 64% station occupancy.
- The teaching labs were used 2.4 WRH in the evening.

UCF Research Park Campus

Research Park Campus Laboratory Inventory Summary

There are two (2) scheduled teaching labs assigned to College of Nursing totaling 2,748 ASF (assignable square feet) with 48 teaching stations based on the course section limits.

Note: There are also fourteen (14) rooms classified as scheduled teaching labs but have no reported use. Ten (10) of these are assigned to Nursing three (3) to the School Visual Arts and Design and one (1) to the National Center for Forensic Science.

SPACE UTILIZATION STUDY

FINAL REPORT

Fall 2022 Laboratory Utilization

- 12.5 average daytime hours at 95% station occupancy.
- The teaching labs were used at 47% of the utilization guideline capacity.
- 12.5 average daytime hours at 95% station occupancy.
- No evening scheduled use was reported.

Spring 2022 Laboratory Utilization

- No Spring term scheduled use was reported.

UCF Rosen College of Hospitality Management Campus Rosen Campus Laboratory Inventory Summary

There are two scheduled labs assigned to the Rosen College of Hospitality Management totaling 5,324 ASF (assignable square feet) with 90 teaching stations based on the course section limits. *Note: There are also 8 rooms classified as scheduled teaching labs but have no reported use.*

Fall 2022 Laboratory Utilization

- 17.3 average daytime hours at 55% station occupancy.
- The teaching labs were used at 31% of the utilization guideline capacity.
- 12.8 average daytime hours at 78% station occupancy.
- The teaching labs were used 4.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 7.5 average daytime hours at 65% station occupancy.
- The teaching labs were used at 18% of the utilization guideline capacity.
- 7.5 average daytime hours at 65% station occupancy.
- The teaching labs were not used in the evening.

UCF Academic Health Sciences Campus

There are eight (8) teaching labs classified on the campus that total 8,079 ASF and are assigned to the College of Medicine. There was no scheduling data provided to determine the utilization of these laboratories.

Teaching Laboratory Utilization Summary by Campus and Building

Table 11 summarizes all of the teaching labs with reported use by campus and building.

Table 11: Summary of Utilization by Campus and Building

	Fall 2022				Spring 2022		
Building	Current Labs	Labs Scheduled	WRH Avg	SO%	Labs Scheduled	WRH Avg	SO%
MAIN CAMPUS							
BIOLOGICAL SCIENCES BUILDING	8	8	23.4	80%	8	21.6	86%
BIOLOGY FIELD RESEARCH CENTER	1	1	11.3	71%	1	15.3	100%
CHEMISTRY BUILDING	9	9	30.4	91%	8	30.0	89%
CLASSROOM BUILDING, I	2	2	46.9	79%	2	52.9	79%

SPACE UTILIZATION STUDY FINAL REPORT

	Fall 2022				Spring 2022		
Building	Current Labs	Labs Scheduled	WRH Avg	SO%	Labs Scheduled	WRH Avg	SO%
CREOL BUILDING	1	1	26.3	72%	1	17.2	62%
ENGINEERING I	11	11	35.1	82%	11	33.8	81%
ENGINEERING II	4	4	17.4	85%	4	18.1	77%
HEALTH SCIENCES I	4	4	16.0	91%	4	19.1	73%
HEALTH SCIENCES II	7	7	27.2	71%	7	27.1	71%
HOWARD PHILLIPS HALL	2	2	12.2	72%	1	15.3	71%
L3HARRIS ENGINEERING CENTER	1	1	20.6	67%	1	20.0	98%
MATHEMATICAL SCIENCES BUILDING	11	10	32.3	84%	11	27.8	74%
NICHOLSON SCHOOL OF COMM. & MEDIA	10	10	20.0	63%	10	24.3	68%
PERFORMING ARTS CENTER	8	8	24.1	55%	8	25.1	47%
PSYCHOLOGY BUILDING	2	2	23.1	68%	2	23.5	68%
TEACHING ACADEMY	2	2	3.1	47%	2	10.5	53%
THEATRE	1	1	19.3	50%	1	18.7	56%
TREVOR COLBOURN HALL	2	2	23.8	53%	2	24.7	56%
VISUAL ARTS BUILDING	14	14	33.4	83%	14	34.4	85%
Main Campus Total	100	99	26.8	78%	98	27.2	75%
RESEARCH PARK							
UNIVERSITY TOWER	2	2	12.5	95%	2		
ROSEN COLLEGE OF HOSPITALITY MANAGEMENT							
RCH	2	2	17.3	55%	2	3.0	65%
DOWNTOWN							
COMMUNICATION AND MEDIA BUILDING	5	5	25.9	88%	5	28.5	74%
DR. PHILLIPS ACADEMIC COMMONS	5	5	11.4	53%	5	10.0	19%
Downtown Campus Total	10	10	18.6	79%	10	19.2	61%

Teaching Laboratory Recommended Actionable Items

The following action items are recommended for making improvements to the teaching lab inventory:

- Confirm the labs that should be classified as conventional computer labs (preliminary assessment identified 56). Centrally schedule all such labs through the Registrar's office. (UCF IT is conducting a pilot program to show utilization of computer labs in 2023).
- Review teaching labs that fall below utilization targets to determine if they could be used jointly for departmental or externally funded research.
- Determine which teaching labs have capacity for future sections or enrollment growth.
- Identify individual teaching labs that may require additional space.
- Provide additional off-site storage to free up existing laboratory space.

Appendix 13 *Supplemental Lab Data Tables* identifies laboratories well below the utilization targets. This information may be used to identify teaching labs that may be considered for shared uses such research.

Research Space Utilization Assessment

Introduction

Research space is nuanced and difficult to determine utilization for, due to the varying types of activity and space needs for research activity. Many of the metrics used to determine research utilization are quantitative and do not provide the full picture of research activities. Internal research (research work being done without external grant funding) is difficult to track and represent in utilization calculations. The following four objectives represent the goals of this research space utilization assessment.

- Identify the amount of funded research space by college/unit.
- Identify opportunities for underutilized space to generate additional externally funded research.
- Establish an objective process to evaluate research space allocations.
- Create strategies and action items for achieving elements of the UCF Strategic Plan focused on increasing externally funded grants by leveraging existing space resources.

Overview

Research laboratory metrics vary based on an institution's research goals and priorities. There is no generally accepted methodology to measure research space utilization due to the diverse range of needs. Several institutions have developed utilization metrics that compare expenditures and personnel with assigned square feet. These include MIT, Washington University, University of Utah Health, and Colorado University. The following are the metrics for research labs used as part of this study:

Expenditures per square foot: Total external and internal research expenditures compared to net assignable square feet of research space.

Average expenditures per personnel by college: Average research expenditures compared to the total number of personnel at the college level.

Grant activity by building: Total expenditures of research actively occurring in each building.

Internal research: Documented internal research work occurring in space that may or may not have established funding.

Data Collection

Research data was collected during two separate verification processes. The first data verification collected research grant locations for grants that were considered active as of January 18, 2023. This information was difficult to obtain due to the variation and lack of response from the colleges. Of the 2,000 active grants, 78% had a location reported. These grants were assigned to only 41% of UCF's research space.

The secondary verification aimed to better understand the data gap between active research activities and research space, and document where internal research was occurring that might not have assigned grant data. This verification asked the colleges to assign research personnel to all research space and confirm the grant assignments collected during the first verification. The response rate for this verification was 100% and presented a clearer picture of research activity and assignment.

Research Findings by College

Table 12 shows the data that was procured through several rounds of data collection and validation with the colleges and units. These metrics were selected in order to best understand research utilization and compare against future strategic goals.

Table 12: Research utilization statistics by college (August 2023)

College	Active Expenditures	ASF Active Grants	PI(s) Conducting Research	Expenditure \$/sf	Space per PI (active grants)	Research lab Space w/ no active grants
CAH	\$715,461	16,585	56	\$43	296 ASF	4,065 ASF
CBA	\$255,436	3,375	4	\$76	844 ASF	528 ASF
CCIE	\$9,611,252*	10,514	56	\$914	199 ASF	132 ASF
CECS	\$25,642,260	72,929	182	\$351	401 ASF	23,232 ASF
CHPS	\$2,758,264	9,654	46	\$389	210 ASF	2,244 ASF
COM	\$11,670,152	40,529	58	\$288	699 ASF	31,596** ASF
COS	\$20,401,362	60,118	198	\$294	350 ASF	32,534 ASF
CON	\$2,085,897	0	26	\$0	0 ASF	282 ASF
CREOL	\$14,044,634	18,175	65	\$773	280 ASF	22,960 ASF
IST	\$12,276,68	30,631	44	\$401	696 ASF	7,465 ASF
NSTC	\$5,399,201	23,979	21	\$208	1,080 ASF	1,603 ASF
FCI	\$3,715,460	19,244	45	\$193	428 ASF	18,712 ASF

*Includes only active expenditures with need for space on campus

**11,778 is inactive research space

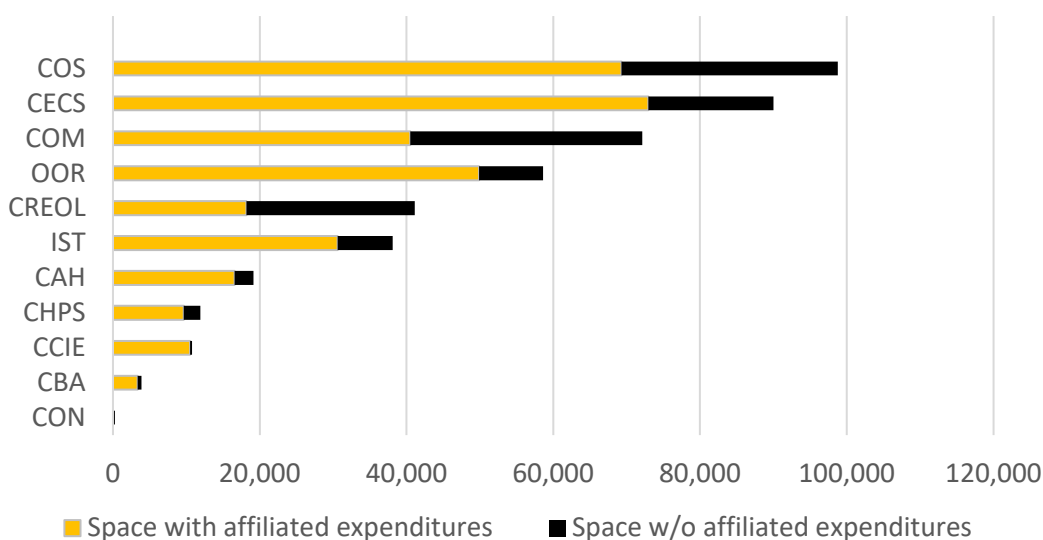
Notable findings for each college and unit from the data above include the following:

- College of Arts & Humanities
 - There is limited research space. Existing research space is primarily in support of creative works, of which 37% is dedicated to art studios.
- College of Business Administration
 - Four faculty have external funding for research that takes places in office space. The majority of expenditures are from the Institute for Economic Forecasting.
- College of Community Innovation & Education
 - Expenditures were noted as primarily occurring in the community and as such did not require significant on-campus space. These were eliminated from the expenditure per ASF analysis.
- College of Engineering & Computer Science
 - Has the greatest need for research space, with a significant emphasis on achieving the UCF Strategic Plan.
- College of Health Professions & Sciences
 - Wide variability in the room types used to conduct research, with 67% of expenditures occurring in non-research space.
- College of Medicine
 - One of the highest expenditure groups, but 45% of research lab space is not assigned to external funding sources.

- College of Science
 - Has the highest number of PI's conducting research and averages only 356 ASF per PI, while the average target for the sciences is 575 ASF per PI.
- College of Nursing
 - The majority of expenditures are assigned to Nursing Practice within instructional settings, and therefore do not requiring separate research laboratory space.
- College of Optics & Photonics
 - A space needs assessment and further evaluation is recommended to resolve the discrepancy between funded and non-funded research space.
- Institute of Simulation & Training
 - Has some of the largest expenditures per ASF and expenditures per PI.
- Nanoscience Technology Center
 - Visual inspection of the space indicated outdated facilities, unused graduate student space, and a lack of physical presence in contrast with the high amount of active expenditures assigned to the space.
- Faculty Cluster Initiative
 - REACT, SCS, and RISES have the highest expenditures to ASF ratio out of the nine active FCI cohorts.

Table 13 further depicts the utilization of research lab space based on active externally funded grants. The Office of Research (OOR) includes several faculty cluster initiatives, the Florida Space Institute, the Nanotechnology Center, and the Florida Solar Energy Center (although most of this unit's space is located beyond the study campuses. Space without assigned expenditures is viewed as an opportunity for further analysis with the potential for re-assignment.

Table 12: Research utilization statistics by college (August 2023)



59% of existing research lab space does not currently have external funding. This represents 145,000 ASF of space that could potentially be reassigned.

Peer Benchmarking and Metrics

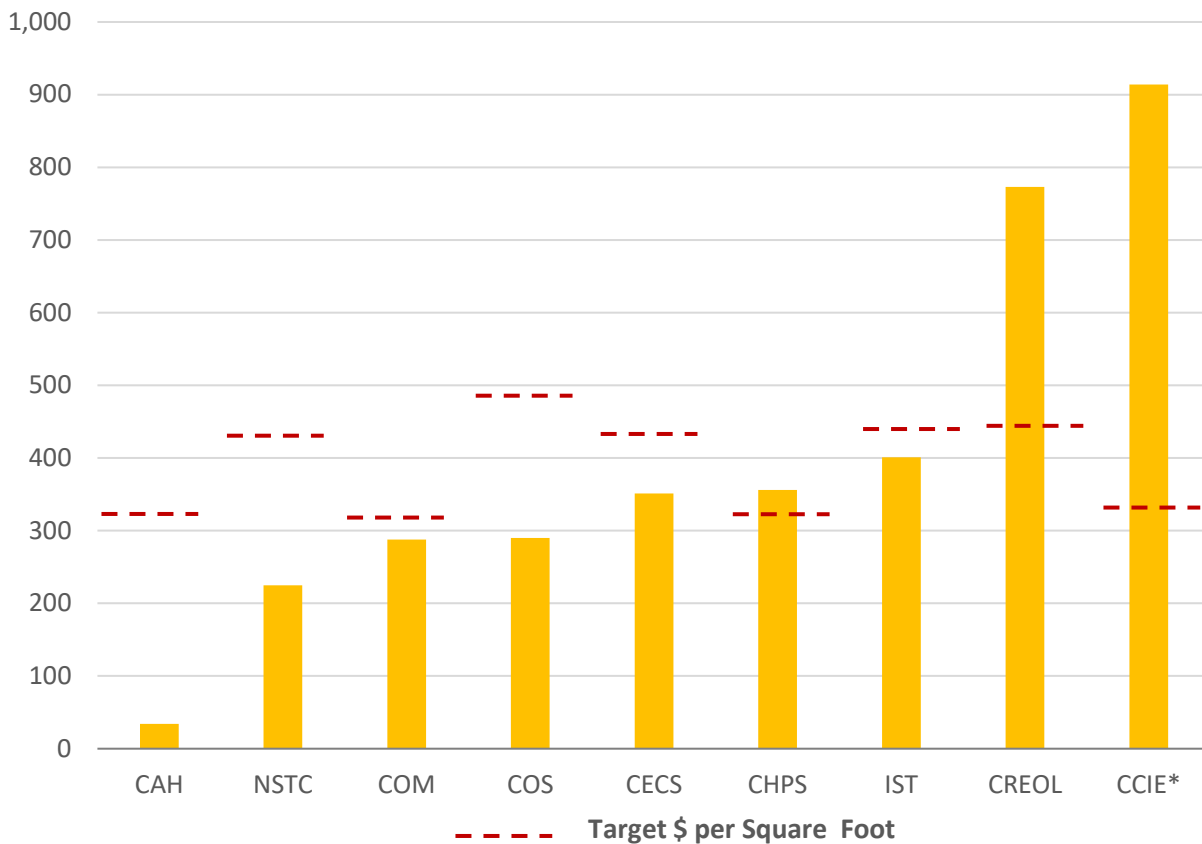
This research space analysis included establishing targets or benchmarks for expenditures per ASF using the National Science Foundation (NSF) UIA peer data based on 2021 HERD expenditure and space data and summarized in table 14:

Table 14: Peer research lab \$ per square foot by research lab type

Research Lab Type	\$ per Square Foot
Engineering/Math/Computer Science	\$425
Sciences & Psychology	\$506
Overall	\$355

Application of the targets established above to each UCF college's expenditures per ASF is shown in Table 15.

Table 15: College \$ per square foot average with target comparison



Research Space Needs Analysis

To achieve the UCF Strategic Plan initiative of total R&D expenditures of \$350M, a calculation of research space needs was completed as follows:

SPACE UTILIZATION STUDY FINAL REPORT

- A projected total portfolio of 985,900 assignable square feet (ASF) of research space (assumes \$355 of expenditures per square foot of research space would be required, based on the following analysis of University Innovation Alliance (UIA) peer institutions represented in Table 16.

Table 16: UIA peer \$ per square foot comparison

UIA Peer Institution	\$/SF
The Ohio State University	\$403
University of Texas, Austin	\$533
Michigan State University	\$265
Purdue University, West Lafayette	\$308
Arizona State University	\$489
University of Kansas	\$443
Iowa State University	\$227
Oregon State University	\$319
Georgia State University	\$956
University of California, Riverside	\$163
Peer Average	\$355
University of Central Florida	\$309

- 279,000 ASF of future research space need (calculated by taking the 985,900 ASF of projected need minus the existing portfolio of 706,900 ASF).
- 187,500 ASF of future research lab needs based on current distribution of space types used for research (assuming that two-thirds of research space on average is lab versus office and support space.)

This study identifies potential capacity in existing research lab spaces with a lack of external funding. Accordingly, the 187,500 ASF of future lab need could be addressed as follows:

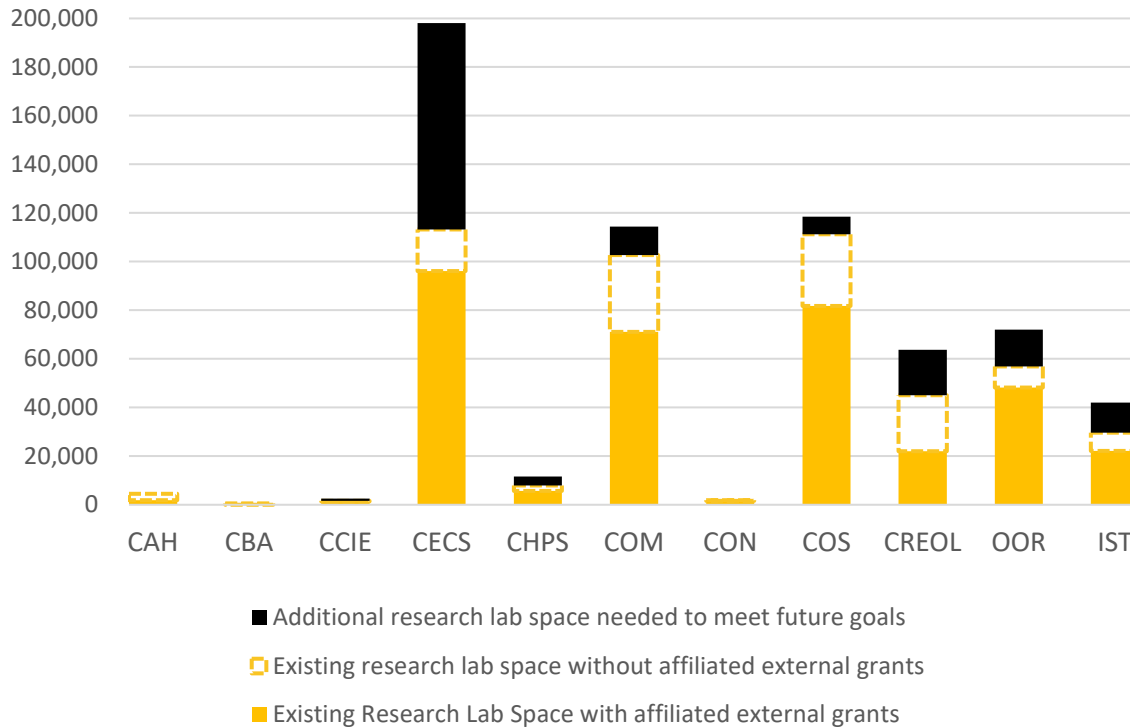
- Existing Research Space Re-allocation: it can be assumed that a portion of the 145,000 ASF of existing research lab space identified without active external funding could be re-allocated.
- New Construction: For example, the planned Research 2 building had a space program at the time of this study proposing 47,000 ASF of new research lab space.
- Underutilized instructional and office space, as well as space vacated in Research Park, can be viewed as a contingency for growth opportunities within the research enterprise as internally funded research is further evaluated, justified, and/or repurposed.

An additional calculation looking at projected research space needs for each college and department was completed to further aid in identifying areas for additional study and the development of recommendations. This calculation used the following methodology:

- An ASF allocation was applied to each forecasted additional PI conducting lab-based research.
- The ASF allocation was team-based and was thereby assumed to provide sufficient research lab space resources to accommodate the PI and any associated researchers (i.e. co-PI's, post docs, grad students, etc.).

- The ASF allocations were developed by the consultant team using a weighted-average approach based on recent space planning principles.
- Additionally, the ASF allocations were tested against current UCF ASF averages per PI and adjusted as appropriate.

Table 16: Research space needs by college (ASF)



Notable findings derived from this analysis are summarized as follows:

- College of Engineering & Computer Science again shows the largest calculated future need for research lab space.
 - Within CECS, the departments of Civil, Environmental and Construction Engineering and Mechanical and Aerospace Engineering have the greatest calculated need.
- Up to 21% of the calculated future space need could be addressed through re-purposing of existing space occupied by research programs with no external funding.
- The College of Science has the largest capacity of potential available research lab space.
- The College of Optics & Photonics (CREOL) and the College of Medicine have the largest ratio of potentially available research lab space compared to their total forecasted need.

Conclusion

The following recommendations provide a framework for leveraging existing research space assets to achieve the UCF Strategic Plan and integrate future data processes to obtain a more accurate research space inventory improving data for better utilization strategies.

Utilization Action Items:

For further information to help inform the action items, see the allocation and productivity matrices in the Appendix. These matrices are tools to provide guidance on the assignment and continued assignment of research space using a point system that indicates whether the research proposed or occurring in a space is in alignment with institutional goals.

- Conduct further analysis in the form of a detailed needs analysis for the College of Optics & Photonics and the Nanoscience Technology Center to understand the gap in data results and consultant observations during site inspections.
- Conduct a detailed needs analysis for the Institute of Simulation & Training to evaluate opportunities for repurposing current workspace to support additional research growth.
- The College of Engineering & Computer Science shows the greatest need for research space to fully support the UCF Strategic Plan. Conduct further analysis to quantify and detail the physical requirements of this need.
- Conduct further analysis within the College of Medicine to determine an appropriate future use for inactive space (11,778 ASF in the Lake Nona Cancer Center) and the benefits of continuing to lease space to third parties (2,099 ASF in the Burnett School of Biomedical Sciences).

Administrative Action Items:

- Establish a link between the Office of Research databases and Space Administration to provide a regular report of data that includes new active grants, grant status, and grant assignment.
- Establish a methodology for tracking off-campus and community-based grants that do not require on-campus research space.
- Establish a working group, preferably under the purview of the University Space Committee and the Vice President for Research, that is tasked with development of a research space allocation and productivity matrix to provide guidance on effective assignment and continued assignment of research space in alignment with institutional goals. (Suggested draft matrices provided in Appendix Table 16).
- Update research expenditure, internal research, and space data on a rolling annual cycle.
- Review research space assignment and activity a minimum of every three years to verify use.

Staffing to Support Research Goals:

- Evaluate the addition of staff positions within Space Administration to support UCF's growing research space infrastructure. At a minimum these positions should:
 - Oversee research space, update research data on a regular basis, interface with colleges/units, and capture evolving internal research needs.
 - Support research space utilization assessment and research space productivity measures as established by the USC and VPR.

Workspace Utilization Assessment

Overview

Because workspace represents 20 to 30 percent of overall space at an institution, examining the future of workspace is critical to effective space management. Workspace on a per student basis has grown faster than any other type of campus space. From 1974 to 2007, the average square footage of space per student increased from 17 square feet to 43 square feet¹. Although technology has reduced the need for extensive desk and shelf space, the size of a faculty office has remained relatively consistent in recent years, at around 140 square feet.

How people work has been altered dramatically post-pandemic. There's a growing awareness of a disconnect between the space universities provide and what people actually need to feel greater control over where and how they work. There are more effective ways to allocate and use workspace while still enabling people to be productive and engaged. Given this background, the workspace utilization assessment offers one of the greatest opportunities for the University to reshape its space resources to not only address the changing work place environment but make significant strides towards meeting its strategic objectives with existing assets.

For the purposes of this study two key terms are used throughout this report:

Workstation: An area with equipment for the performance of assigned work tasks usually by a single individual or a desk where a person works. It includes the term "office."

Workspace: Includes workstations as well as all other related support space such as conference and meeting rooms, other types of collaborations space, file and copier rooms, storage, workrooms and other service space.

The workspace utilization assessment evolved during several different stages. A major focus was on collecting, verifying and updating the necessary data elements to conduct the analysis. The two key data files used for this assessment include the room space inventory maintained by Space Administration and the Human Resources Workday personnel database. This data has been applied to generate a variety of ratios and factors to gain a better understanding of how workspace is being utilized by department for each of the study campuses. Workspace square feet area budgets were also developed to identify opportunities to achieve better efficiencies within existing space resources. Additional details related to each of the key stages of the assessment are presented below along with subsequent findings.

The assessment is a snapshot in time that is intended to identify opportunities for the University to explore ways of repurposing and reconfiguring workspace. Individual requirements and future staffing were not factored into the assessment and will be recognized in subsequent phases.

Data Gathering and Verification

The data gathering process for the workspace assessment was initiated with the receipt of the University's space inventory data in November 2022. This data has been verified in two steps. The first step included a physical walk-thru inspection by the consultants of the workstations and workspace support spaces on four campus sites in November/December 2022 and the Rosen Campus in March 2023. The inventory

¹ Education Advisory Board, "Recalibrating Allocation and Size of Faculty Offices," Facilities Forum, EAB, 2016, pp. 65-81A

SPACE UTILIZATION STUDY

FINAL REPORT

database was updated with changes identified by the building walk-through. A second verification step was completed in January/February 2023 by distributing the updated data to the University's divisions and departments to review and provide additional revisions.

A parallel verification exercise was also conducted with the other primary data source - the detailed Workday personnel information. Included with the data received were open vacant positions. The vacant positions were reviewed by the consultants to compare them to a list of active searches provided by Human Resources. Vacant positions not in an active status were removed from the database. Several data validation iterations were completed to verify this information. The data was distributed to the departments to review and provide any modifications including the appropriate space assignments and campus locations. The departments were also asked to designate which positions require a workstation. A subsequent data gathering request was for information regarding the occupants assigned to each individual workstation that included occupant name(s), employee ID number(s) and the number of days per week each person works remotely, off campus.

A final confirmation of the personnel and occupant data was requested of the departments and completed in May 2023.

Workspace Space and Personnel Summary

The total validated workspace inventory for the five campuses includes 7,001 rooms; 1,143,938 assignable square feet (ASF) and 12,507 total workstations. Approximately 78% of the space is related to workstations (i.e., private offices, open workstations or cubicles); with about 12% classified as service space (i.e., file rooms, storage) and 10% conferencing space. Two-thirds of the total space is located on the Main Campus. Table 17a summarizes the current workspace inventory by campus and space type.

Table 17a: Summary of Workspace by Campus and Type

Campus/Workspace Type	No. of Rooms	ASF	Stations
UCF Main Campus			
Office	4,121	606,398	6,038
Office Service Area	620	91,090	0
Conference Room	218	75,707	2,736
Conference Room Service	19	1,756	0
UCF Main Campus Total	4,978	774,951	8,774
UCF Research Park			
Office	947	175,854	1,600
Office Service Area	189	25,385	0
Conference Room	73	25,002	495
Conference Room Service	5	346	0
UCF Research Park Total	1,214	226,587	2,095
UCF Rosen Hospitality Management Campus			
Office	96	20,769	158
Office Service Area	17	3,398	0
Conference Room	5	3,371	117
UCF Rosen Hospitality Management Campus Total	118	27,538	275
UCF Academic Health Sciences Campus			
Office	301	52,413	645

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/Workspace Type	No. of Rooms	ASF	Stations
Office Service Area	36	6,304	0
Conference Room	17	6,053	149
Conference Room Service	4	257	0
UCF Academic Health Sciences Campus Total	358	65,027	794
UCF Downtown Campus			
Office	261	34,785	347
Office Service Area	43	8,532	0
Conference Room	27	6,384	222
Conference Room Service	2	134	0
UCF Downtown Campus Total	333	49,835	569
All Campuses			
Office	5,726	890,219	8,788
Office Service Area	905	134,709	0
Conference Room	340	116,517	3,719
Conference Room Service	30	2,493	0
All Campuses Total	7,001	1,143,938	12,507

To provide some additional context for composition of the workspace inventory, comparative averages for workstation area sizes and conference rooms at the five campuses are identified in Tables 17b-17e.

The personnel data used in this assessment is summarized in Table 17b.

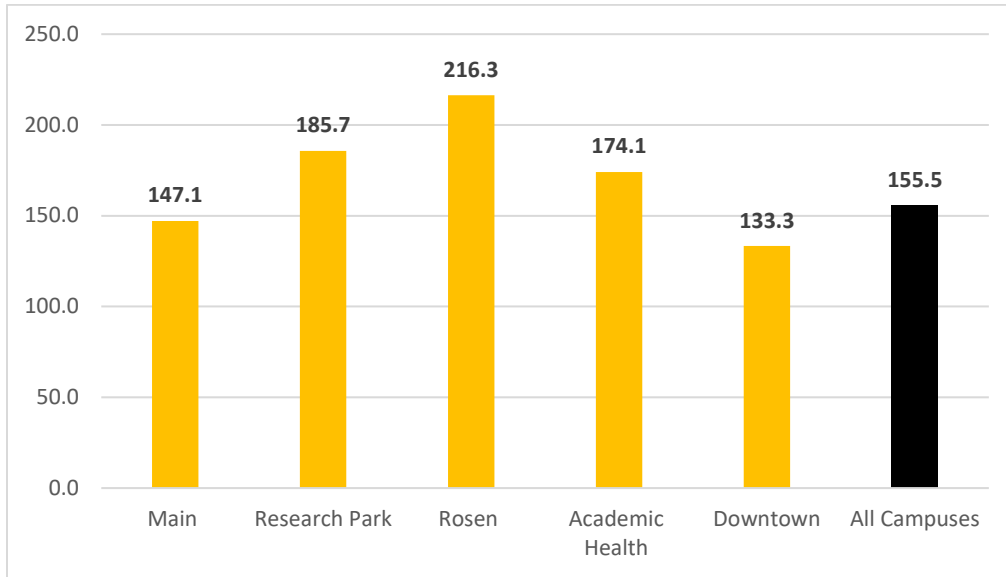
Table 17b: Summary of FTE Personnel by Campus and Position Type

Position Category	Main Campus	Research Park Campus	Academic Health Campus	Downtown Campus	Rosen Campus	Totals
Sr. Executive Staff	13	4	1	0	0	18
Executive Staff	59	27	3	2	1	92
Administrative Staff	222	77	31	6	7	343
Full Time Faculty	1,313	138	90	126	80	1,746
Adjunct/Part Time Faculty	120	3	2	7	0	131
Professional Staff	1,954	724	184	65	27	2,954
Clerical/Technical Staff	346	48	33	9	7	443
GTA/GRA	1,013	74	41	32	24	1,184
Student Employees	711	41	3	8	6	769
Totals	5,750	1,135	387	255	152	7,678

Average ASF per Workstation Summary

The average assignable square feet per workstation area by campus ranges from just over 133 to over 216 with an overall average of 155.5 ASF. Comparisons among the campuses are displayed below.

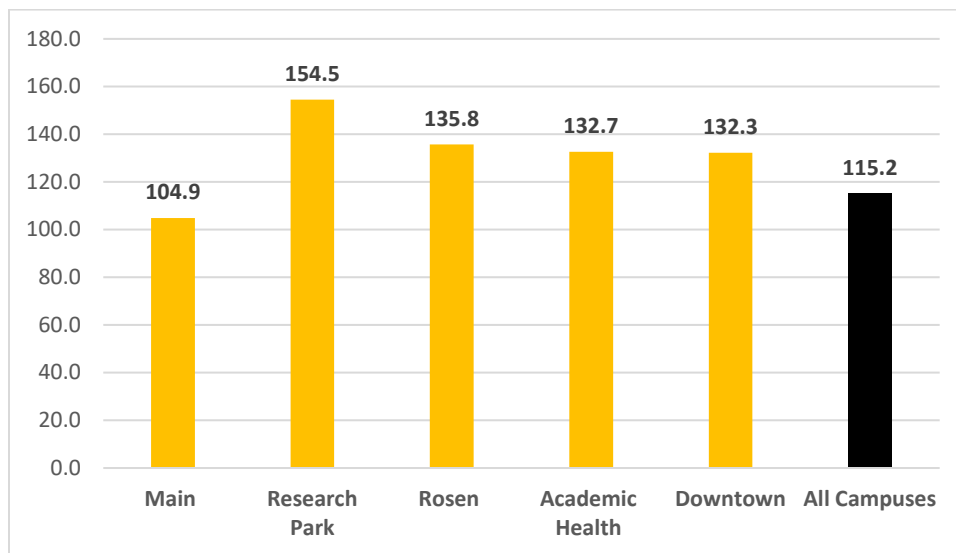
Table 17c: Average ASF per Workstation



Average ASF per FTE Summary

The average assignable square feet per FTE employee by campus ranges from just over 104 to over 154 with an overall average of 115.2 ASF. Comparisons among the campuses are displayed below.

Table 17d: Average ASF per FTE



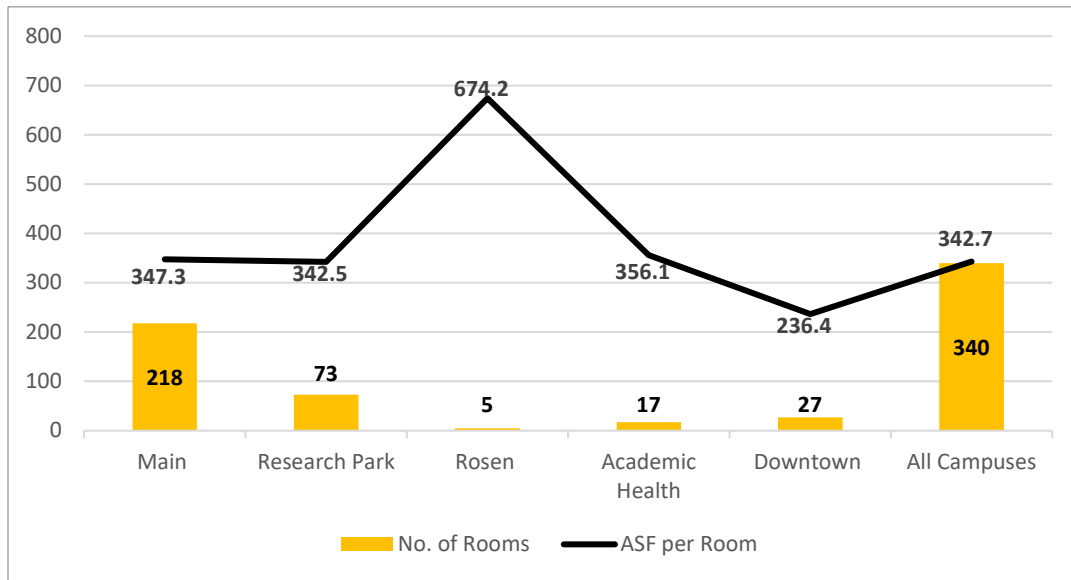
Conference Room Summary

The five campuses have a total of 340 rooms classified as conference rooms with 116,517 ASF. The average room size is about 343 ASF with the exception of the rooms at the Rosen Campus which are

SPACE UTILIZATION STUDY FINAL REPORT

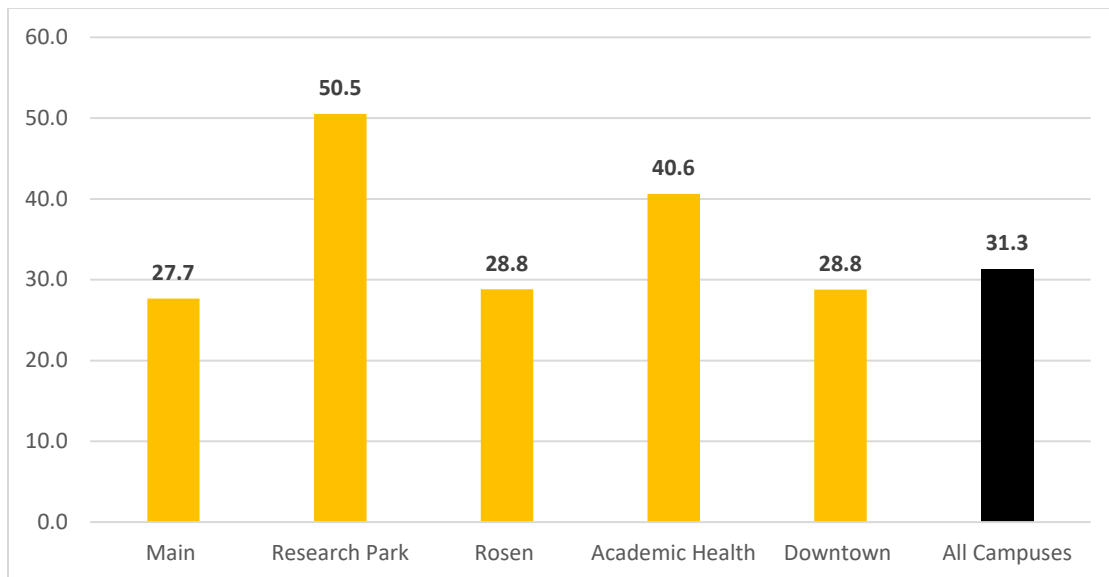
almost twice the average. The number of rooms and their average area sizes compared by campus are displayed in Table 17d and 17e.

Table 17e: Number of Conference Rooms/Average Room Size by Campus



The overall average station size within the conference rooms for the five campuses is 31.3 ASF.

Table 17f: Conference Rooms - Average Station Size



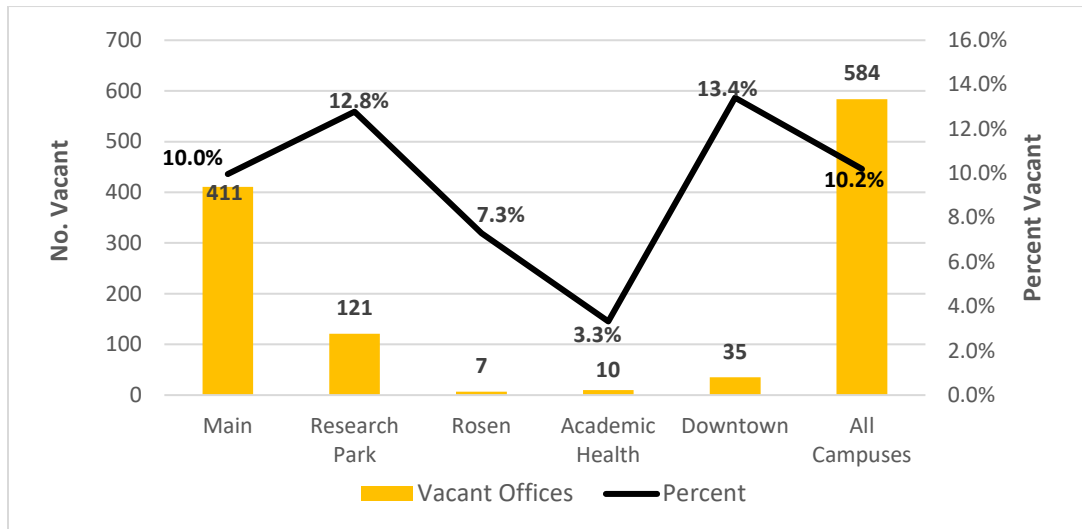
Workstation Occupancy Data

The occupant data reported by the departments during the data gathering/verification process provided additional information that was insightful into workstation vacancy rates and current work practices. This data was incorporated into development of the department space budgets and recommendations identified in this report. Several summaries of the occupancy information are presented in Tables 18a and 18b.

Vacant Workstations

Of the 5,726 workstations on the five campuses there are 584 that are identified as vacant (no current occupant identified) or slightly more than 10% of the total. Table 18a graphically displays the number and the percent vacant by campus.

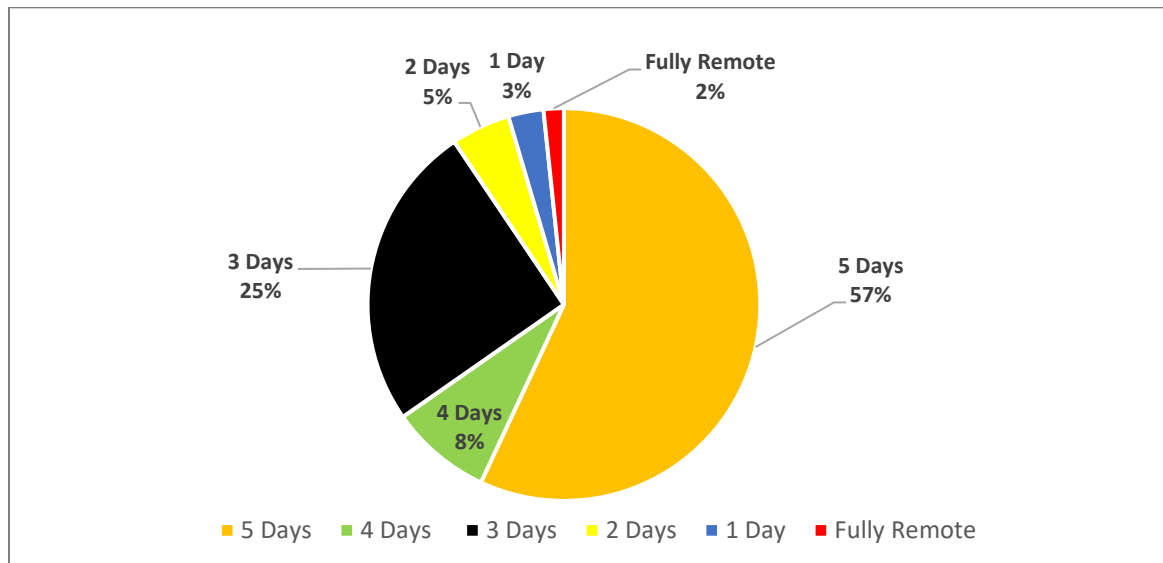
Table 18a: Vacant Workstations by Campus



Remote Work Days

The number of days each faculty or staff are currently working remotely was also reported. Table 18b displays the percent of days reported as working on campus for all divisions, all campuses.

Table 18b: Percent Days Work on Campus - All Campuses



- 76% of the faculty and 54% of the staff report being on campus the entire week.
- 14.4% of the faculty and 32.5% of the staff report working remotely 2 days (3 days on campus).
- 2.5% of the staff report being fully remote and .4% of the faculty.

Workspace Utilization Metrics

Workspace is the largest space category (excluding parking structures) at the five UCF campuses. Unlike instructional space, which has documented scheduling activity, tracking the utilization of workspace requires a different method. Conventional or traditional methodologies apply a per-square-foot space to personnel counts to calculate a square foot need. The limitation of this method is that it uses planning standards that may be used in designing new or renovated space but may present a skewed result when compared with existing spaces that may be in older buildings which have rooms that do not conform to these factors. This traditional method is useful to identify areas that may need to be right-sized to address program needs but does not provide much insight into how this type of space is actually being used.

In assessing existing space, a comparison of the number of workstations with the personnel requiring workspace provides a more useful metric. To ensure the data driving this metric was correct, a key focus during the space data verification phase was to physically inspect the office areas and record an accurate count of the number of workstations assigned to each department and building. Subsequently, a ratio of stations per FTE was generated to provide a more effective indicator of efficient use by department, campus and ultimately for the University as a whole.

Several other related measures were developed to supplement the stations per FTE ratio. The average ASF per station size helps to highlight efficient use of capital resources without overcrowding. A third metric measures the percentage of single-occupant offices greater than 150 ASF. The 150 ASF threshold is considered the office size that could accommodate two or more occupants without remodeling thus better utilizing existing large offices. Another measure examines the service inventory (support space for such things as files and storage). The service metric is intended to identify whether a sufficient amount of support space exists to adequately service the office operations.

The workspace utilization metrics were generated for each department, division and campus (see Appendix 15 for detailed results). Target metrics summarized below are recommended to provide a comparative context of the calculated ratios and percentages to define acceptable utilization and ultimately may identify units or areas within the University that may be prioritized to focus investments to improve utilization.

Table 19a: Recommended Workstation Utilization Targets

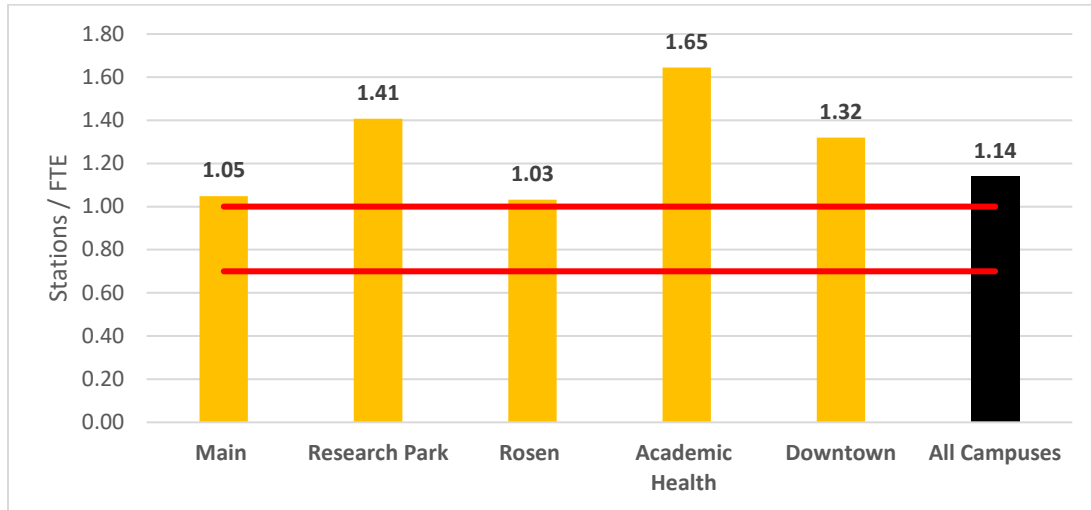
Metric	Target
Number of Workstations Per FTE	0.7 to 1.0
ASF per Workstation	90
Percentage Single Occupant Offices >150 ASF	<=20%
Percentage Service ASF Compared to Office ASF	15%

Tables 19b-19d present the results of the workspace utilization metrics.

Number of Workstations per FTE

The number of workstations per FTE by campus are summarized below. The red line highlights the utilization target range of .7 to 1.0. *Note: the range recognizes a certain component of the workforce that is hybrid or part-time.* The Rosen and Main campuses have ratios in line with the target. The Academic Health Sciences campus well exceeds it.

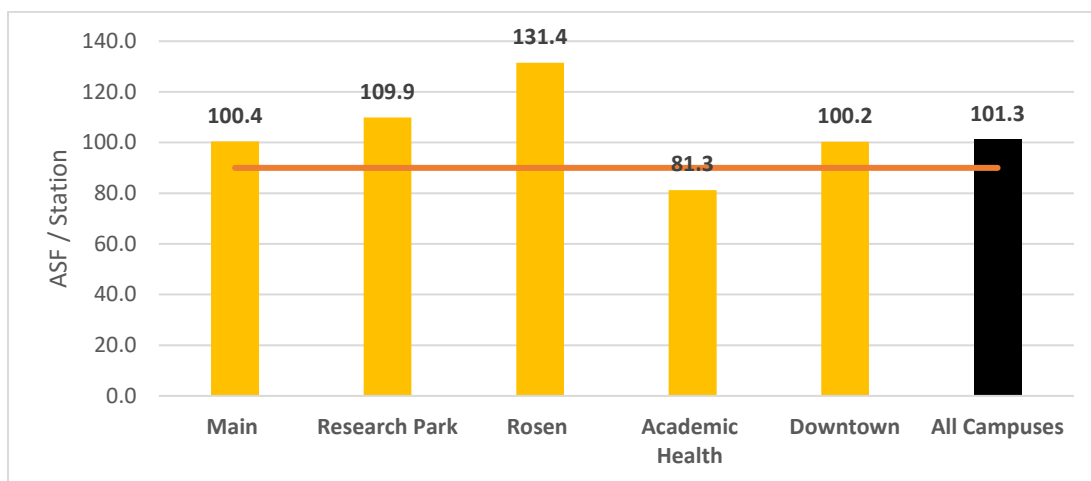
Table 19b: Workstations per FTE (including students)



Assignable Square Feet per Workstation

The ASF per Workstation ratios by campus are summarized below. The red line highlights the utilization target of 90. *Note: this space factor was selected since the majority of the UCF employees are faculty or professional staff and this factor is the workstation size prescribed by the UCF guidelines for those positions.* The average for all campuses is 101.3 ASF. The Academic Health Sciences campus is the only one that is below the target.

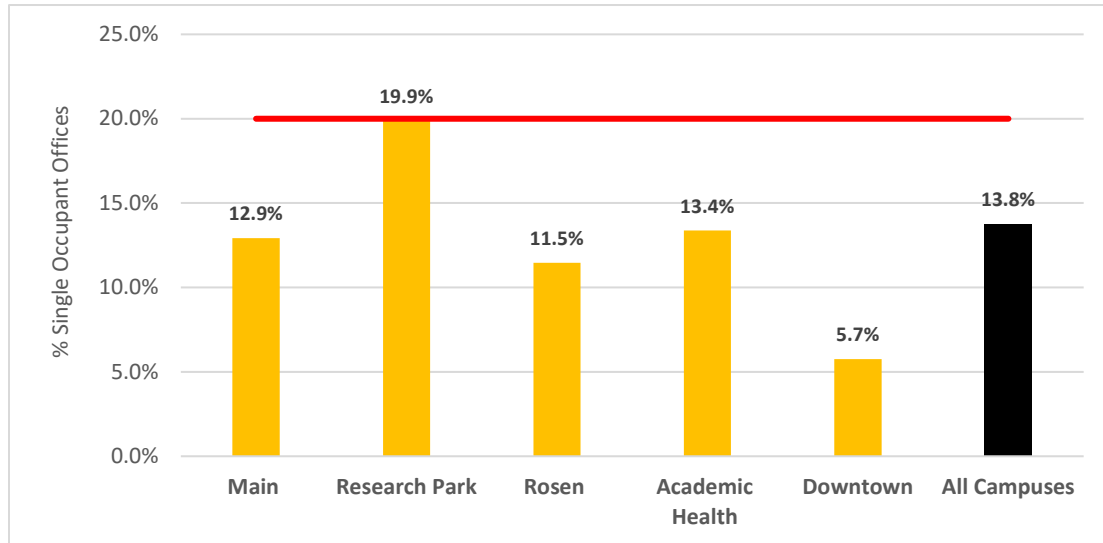
Table 19c: ASF per Workstation



Single Occupant Offices Greater Than 150 ASF

The percentage of single occupant offices greater than 150 assignable square feet by campus are summarized below. The red line highlights the utilization target of 20%. All of the campuses are within the target threshold.

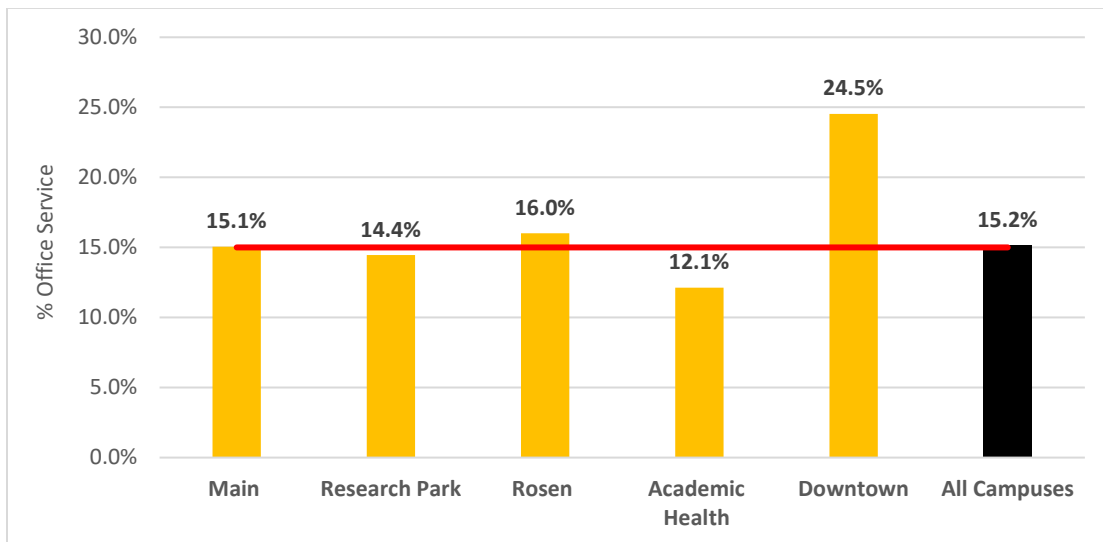
Table 19c: Single Occupant Offices Greater Than 150 ASF



Office Service

The percentages of office service by campus are summarized below. The red line highlights the utilization target of 15%. Although the Downtown campus exceeds the threshold the five campuses overall match the target.

Table 19d: Percent Office Service



The workstations per FTE and ASF per workstation ratios have been used to develop a comparative ranking of the departments to identify units with good utilization of their existing space compared with those who are using their space less efficiently. The Single Occupant and Office Service metrics indicate the

SPACE UTILIZATION STUDY

FINAL REPORT

University is using these resources effectively. The ranking will assist the University in identifying and prioritizing departments as candidates for investments for more efficiently reorganizing their overall workspace allocations.

Workspace Budgets

The third phase of the utilization assessment process was to develop a workspace “budget” for each department. The budget provides a more detailed calculated estimation of each department’s space needs to allow the University to:

- Make a comparative assessment of calculated need vs. existing space to identify gaps or opportunities for the repurposing or reassignment of space.
- Combined with the ranking process outlined above provides road map for developing detailed short and long-term migration plans to initiate the process of right sizing and consolidation of the University’s workspace resources.
- Provide needed space resources for addressing the University’s longer term strategic initiatives.

The budgets were developed by applying the workspace guidelines detailed in the University’s Supplemental Procedures to UCF Policy 3-126, Comprehensive Space Management. The guidelines designate several classifications of workstation types (i.e., University Administration Office Space, Academic Instructional Office Space, etc.). Further, the guidelines provide three basic types of workspace allowances:

- **Me Space:** Individual faculty or staff workstation that supports focused work that may consist of a private office, shared office, cubicle, etc.
- **We Space:** Collaborative workspace to support interdepartmental and interdisciplinary collaboration and interaction that may consist of meeting rooms, break rooms or lounges, etc. Conference rooms are not included in this category and must be justified based on need.
- **Service Space:** Shared areas that support the operations of the department’s office functions that may include file rooms, break rooms, kitchenettes serving office areas, copy rooms, vaults, closets, private restrooms, records rooms, office supply rooms, etc.

To align the guidelines with the personnel data nine categories of faculty/staff positions with similar job responsibilities were created. These categories are listed below:

- Senior Executive Staff - President and Vice Presidents
- Executive Staff- Deans, Assistant/Associate Vice Presidents
- Administrative Staff – Directors, Academic Chairs, Assistant/Associate Deans
- Full-Time Faculty – Associate Professor, Assistant Professor and Professor
- Part-Time Faculty – Adjunct, Part Time Faculty, Emeritus Faculty and Visiting Faculty
- Professional Staff – Assistant/Associate Directors, Coordinators, Managers, Supervisors, Analysts
- Clerical Staff – Administrative Assistants, Secretaries, Technicians
- Graduate Students/Post Doctoral Students- Graduate Teaching Assistants, Graduate Research Assistants, Post Doctoral Scholars.
- Student Workers

SPACE UTILIZATION STUDY FINAL REPORT

Note: Interns, Mentors and other personnel not requiring a workstation (i.e., custodians, maintenance workers, police officers, etc.) are grouped in a separate category entitled Personnel Without Office and are not included in the calculation.

The calculation formula methodology for each of the nine categories is summarized below:

Position Category	Assumed "Me" Space (Sq. Ft.)	Assumed "We" Space (Sq. Ft.)	Combined "Me" + "We" Space (Sq. Ft.)	Assumed Metric (Includes Additional 15% Support Space)
Senior Executive Staff	225	25	250	288
Executive Staff	200	25	225	259
Administrative Staff	125	25	150	173
Full-Time Faculty	90	25	115	132
Part-Time Faculty	60	0	60	69
Professional Staff	90	25	115	132
Clerical/Technical Staff	60	25	85	98
Graduate Student	30	0	30	35
Student Worker	25	0	25	29

The calculated workspace needs by each personnel category within each department has been aggregated and compared with the existing inventory space. The factors summarized above are guidelines and should be flexible related to job responsibilities.

Summary results by campus and division/college are presented in the following section. More detailed results by department are found in Appendix 14.

UCF Main Campus Workspace Needs

The UCF Main Campus has 774,951 ASF in existing workspace. The overall calculated space needs for the campus are 565,869 ASF resulting in a gap of 209,082 ASF. Summary results are displayed below grouped by academic college and administrative division. Detailed results by department are presented in Appendix 14.

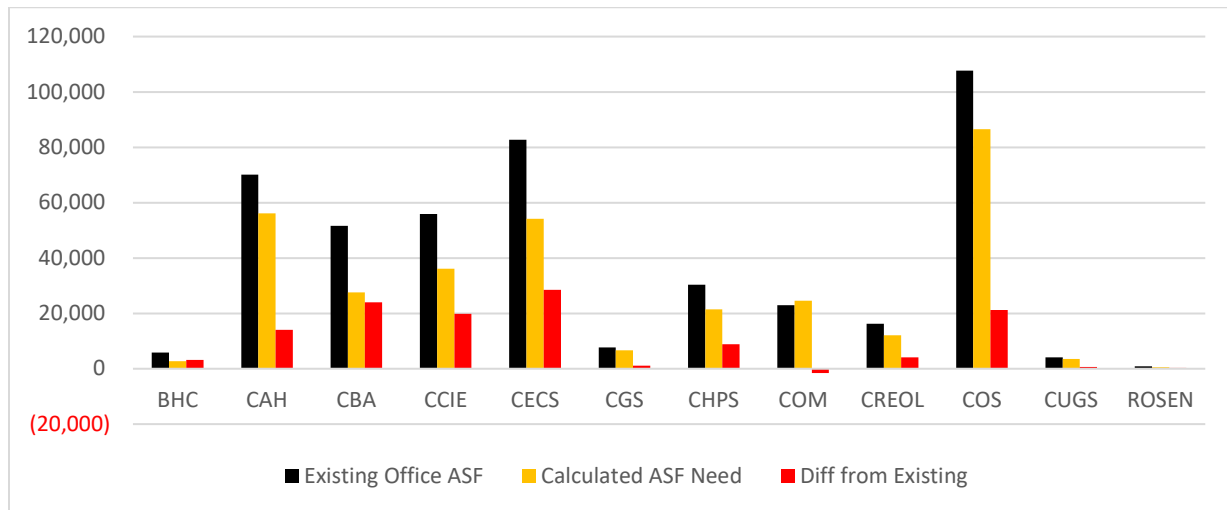
Main Campus Summary Results-Academic Units:

With the exception of the College of Medicine, the results for all of the other colleges indicate a calculated workspace surplus. The College of Engineering and Computer Science has the largest surplus. The Dean of CCIE has the largest surplus of any individual department.

Three individual departments were identified having significant deficits: Psychology, School of Teacher Education and Computer Science.

SPACE UTILIZATION STUDY FINAL REPORT

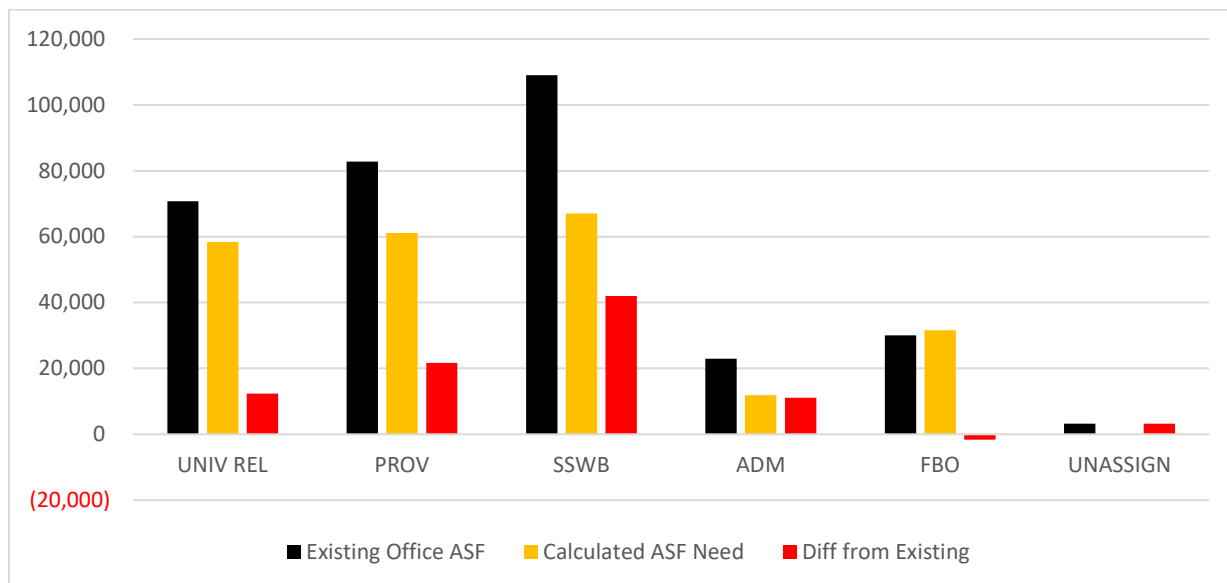
Table 20a: Academic Units-Workspace Needs - Main Campus



Main Campus Summary Results – Administrative Units:

- With the exception of Facilities and Business Operations, the results for all of the other administrative units indicate a calculated surplus. Student Success and Well Being has the largest surplus. UCF Police has the largest workspace surplus of any individual department, but this is likely due to the special functions and equipment associated with many of their workspaces.

Table 20b: Administrative Units-Workspace Needs - Main Campus



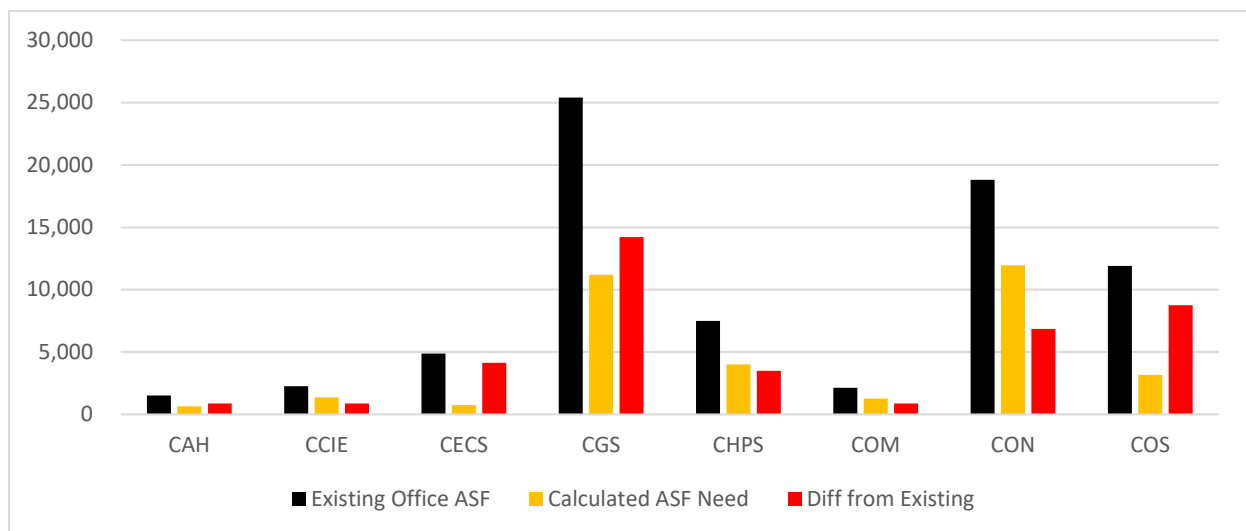
UCF Research Park Campus Workspace Needs

The UCF Research Park Campus has 226,587 ASF in existing workspace. The overall calculated space needs for the campus are 129,358 ASF resulting in a gap of 97,229 ASF. Summary results are displayed in Table 20c grouped by academic college and administrative division. Detailed results by department are presented in Appendix 14.

Research Park Campus Summary Results – Academic Units:

- All academic colleges indicate a surplus of workspace.
- The College of Graduate Studies (Institute for Simulation and Training) has the greatest surplus of any single unit on the campus.

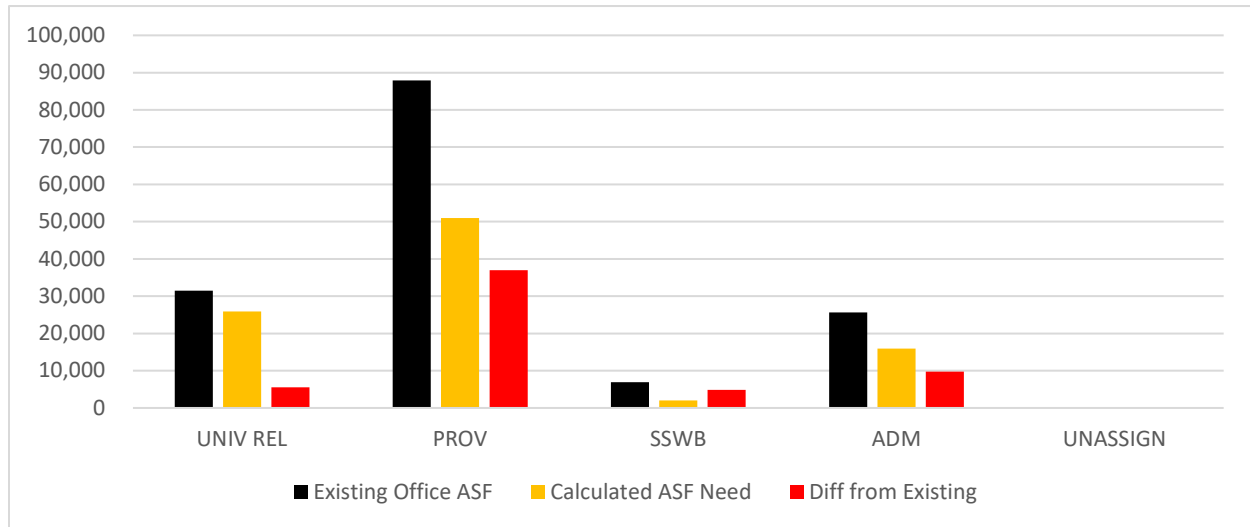
Table 20c: Academic Units-Workspace Needs – Research Park Campus



Research Park Campus Summary Results – Administrative Units:

- All administrative divisions indicate a surplus of workspace.
- UCF Information Technology has the greatest surplus of any single unit in the division.

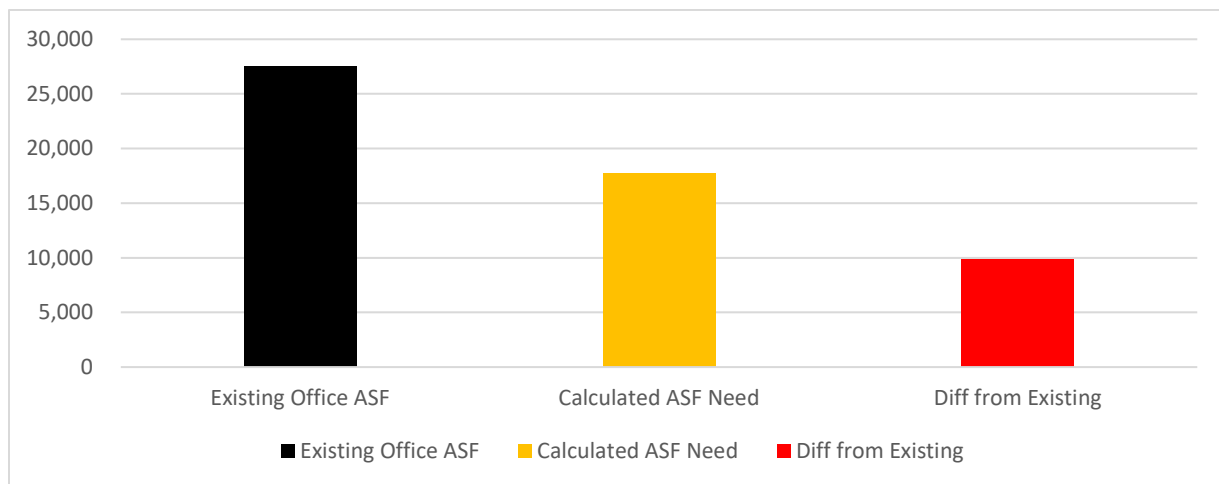
Table 20d: Administrative Units-Workspace Needs – Research Park Campus



Rosen College of Hospitality Management Campus Workspace Needs

The UCF Rosen College Campus has 27,538 ASF in existing workspace. The calculated space needs for the campus is 17,226 ASF resulting in a gap of 10,312 ASF.

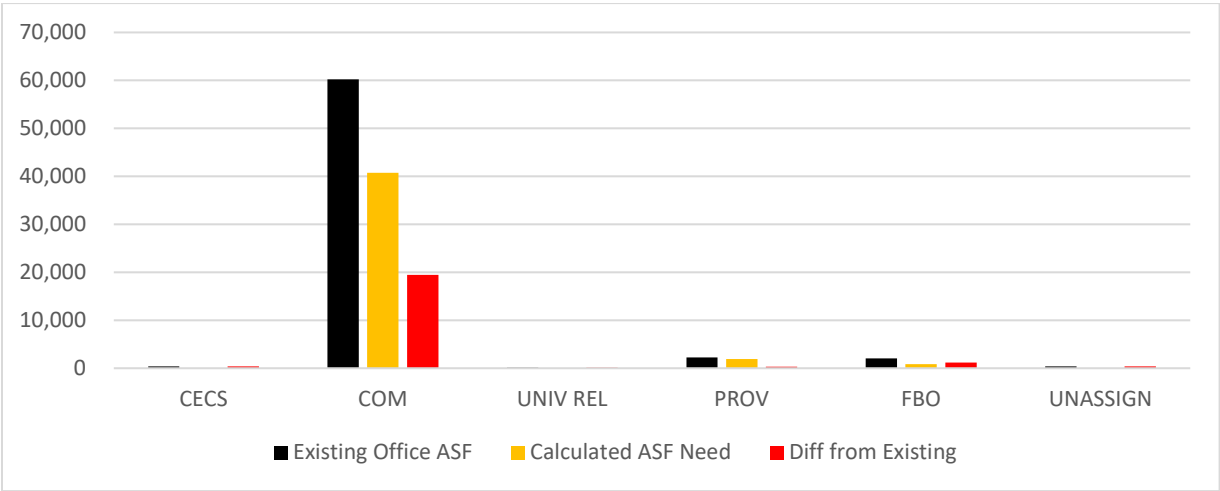
Table 20e: Workspace Needs - Rosen College Campus



UCF Academic Health Sciences Campus Workspace Needs

The UCF Academic Health Sciences Campus has 65,027 ASF in existing workspace. The overall calculated space needs for the campus are 43,572 ASF resulting in a surplus of 21,455 ASF. The summary results displayed below group academic college and administrative divisions together. A net surplus for all of the units is indicated. Detailed results by department are presented in Appendix 14.

Table 20e: Workspace Needs – Academic Health Sciences Campus



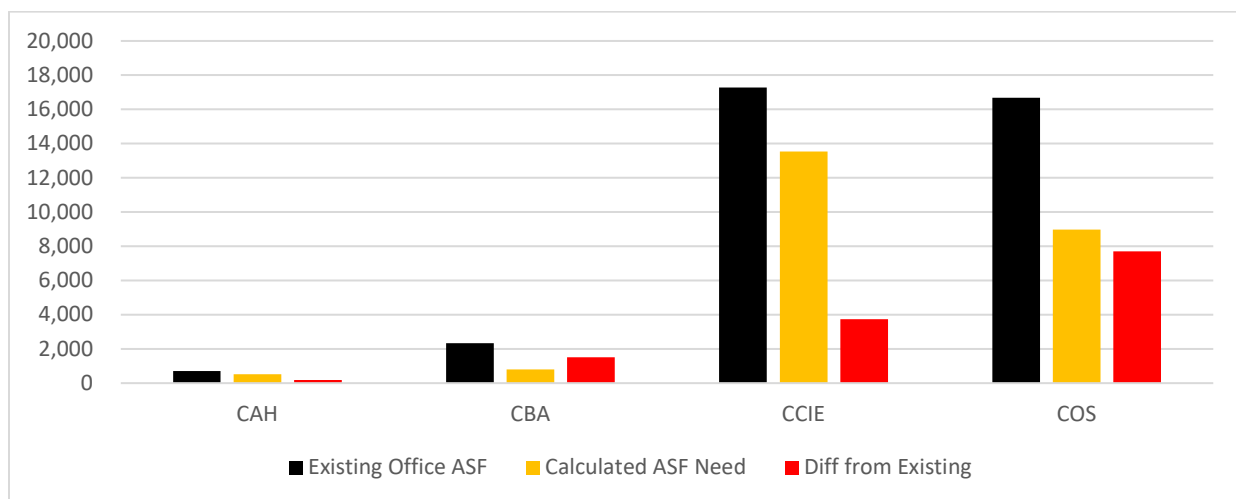
UCF Downtown Campus Workspace Needs

The UCF Downtown Campus has 49,835 ASF in existing workspace. The overall calculated space needs for the campus are 28,658 ASF resulting in a surplus of 21,177 ASF. Summary results are displayed below grouped by academic college and administrative division. Detailed results by department are presented in Appendix 14.

Downtown Campus Summary Results – Academic Units:

- Workspace surplus for all of the colleges is identified.
- The College of Sciences has the largest workspace surplus. The gap is split equally between the two College departments (Florida Interactive Entertainment Academy and the Nicholson School).

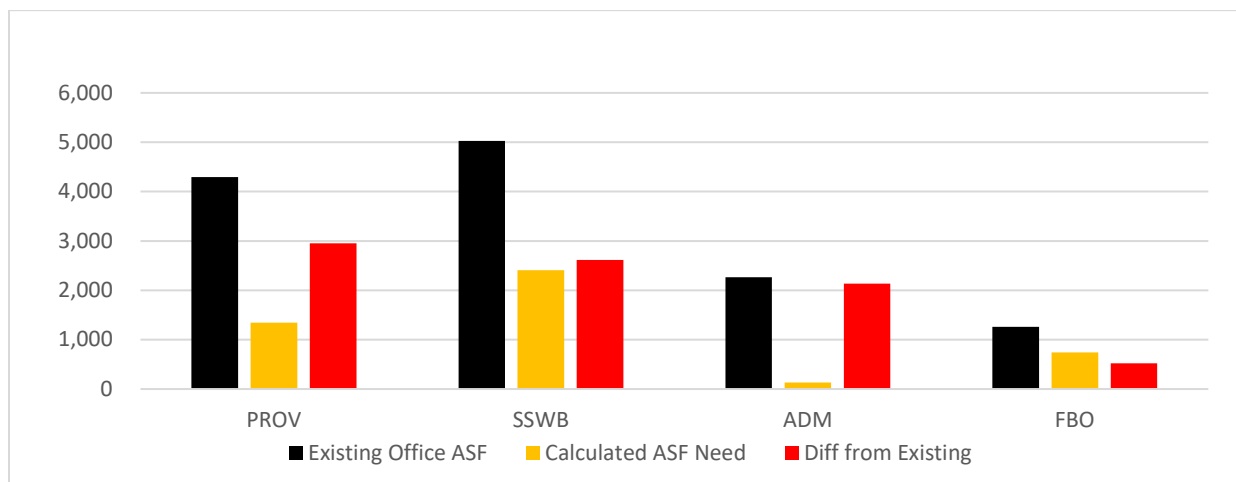
Table 20f: Academic Units-Workspace Needs - Downtown Campus



Downtown Campus Summary Results – Administrative Units

- A workspace surplus for all of the administrative divisions is identified.

Table 20g: Administrative Units-Workspace Needs – Downtown Campus



Workspace Key Findings and Recommendations

- 1.14M existing ASF of workspace on all study campuses, a significant portion of which is administrative
- 10-13% of existing offices are vacant.
- Average workstation size is 10-50 square feet above the target (for both faculty and administrative)
- About ½ of employees were reported as being on-campus 5 days a week (¾ for faculty).

Campus	Existing Workspace Surplus (ASF)
Main Campus	213,000
Downtown	21,370
Lake Nona	21,500
Rosen	9,850
Research Park	97,000

New policy guidelines for workspace will allow better management of utilization and guide design/renovations.

- Define employee categories who should always use shared (rather than assigned) workstations
 - *3+ days remote or off site*
 - *Adjuncts, grad students, post doc, visiting lecturers and scholars, emeritus, sabbatical, J-1 scholars, etc.*
- Assigned workstations should continue to be provided for tenured faculty.
- Use upcoming capital projects to test the efficacy of draft space guidelines, particularly the We space allowance, and adjust as necessary.

Workspace Recommended Actionable Items

- Test the space guidelines in the development and design of the Howard Philips Hall renovation as a pilot concept. Particular focus should be on the “We” space guideline, which should be modified as necessary.
- Implement workspace consolidations from Research Park to the Main Campus and Downtown Campus;
- Institute an emphasis or guideline on scheduling most, if not all, conference rooms centrally through the same platform.
- Consolidate back-of-house operations into one building in Research Park (for instance, into a Partnership building to avoid the cost of paying rent); or
- Relocate an anchor academic program to the Downtown Campus and repurpose vacated space for back-of-house operations.

Clinical Space Utilization

Overview

An analysis of clinical space utilization was conducted for both UCF Health clinic space and existing academic research clinics. Unique metrics were developed for each type of clinical space based on DLR Group and CFP's professional expertise, case studies from similar projects, and discussions with representatives of UCF Health, given that there are no recognized national utilization benchmarks for these types of space, and that multiple enquires to experts in the field and peer institutions nationally and in Florida yielded limited examples.

Clinic Space Inventory

Table 21 identifies the total amount of space assigned to each clinic. Totals include clinic space types (use codes 540 and 545) as well as all health care space types (all 800 use codes). These include support and service space but do not include workspaces or other non-clinical spaces. Departments with no clinical space conduct clinical activities in offices, open labs, and other spaces.

Table 21 Space per Clinic by College

Clinic (Associated College)	Total Existing Space Assigned to this Clinic (ASF)	Existing Space Coded for Clinical Use (ASF, use codes 540, 545, and 800)
Aphasia House (CHPS)	2,673	2,345
Communication Disorders (CHPS)	11,256	5,836
Community Counseling and Research Center (CCIE)	3,321	3,321
FAAST (CHPS)	2,024	944
Gateway (COM)	16,121	10,058
Marriage and Family Institute (CCIE)	3,428	0
Physical Therapy (CHPS)	1,228	1,228
Psychology Clinic (COS)	1,357	1,171
Quadrangle (COM)	17,169	9,618
Toni Jennings Exceptional Education Institute (CCIE)	1,936	1,052
UCF Restores (COS)	4,750	0

Community Clinics

UCF Health operates two community medical clinics, one on Quadrangle Boulevard just west of the Main Campus, and another off of Narcoossee Road in Lake Nona, about 2 miles east of UCF's Lake Nona Campus. The following two charts show the existing space inventory, much of which is dedicated to workspace. The focus of the clinical space utilization analysis was primarily on treatment and exam (patient) rooms.

SPACE UTILIZATION STUDY FINAL REPORT

Table 21a: Quadrangle Existing Space Inventory

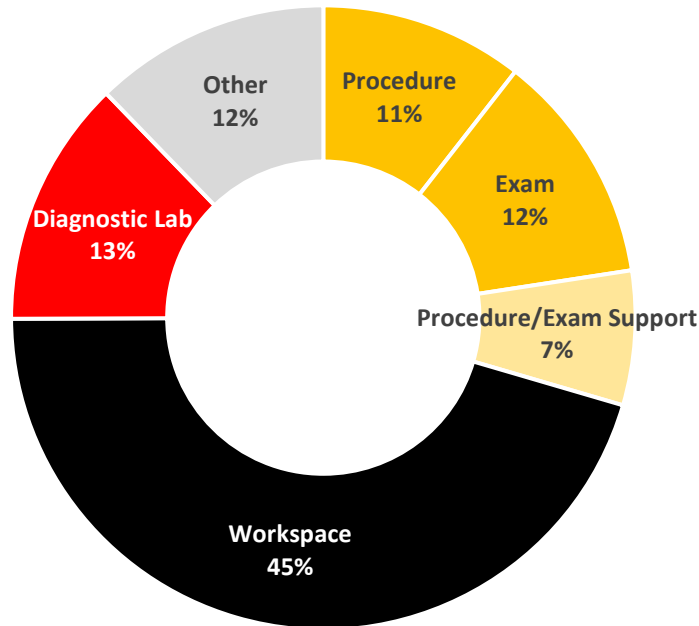
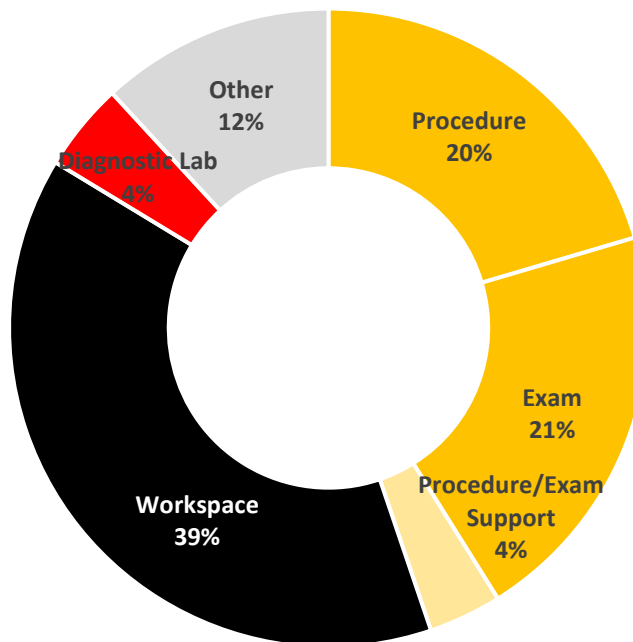


Table 21b: Gateway Existing Space Inventory

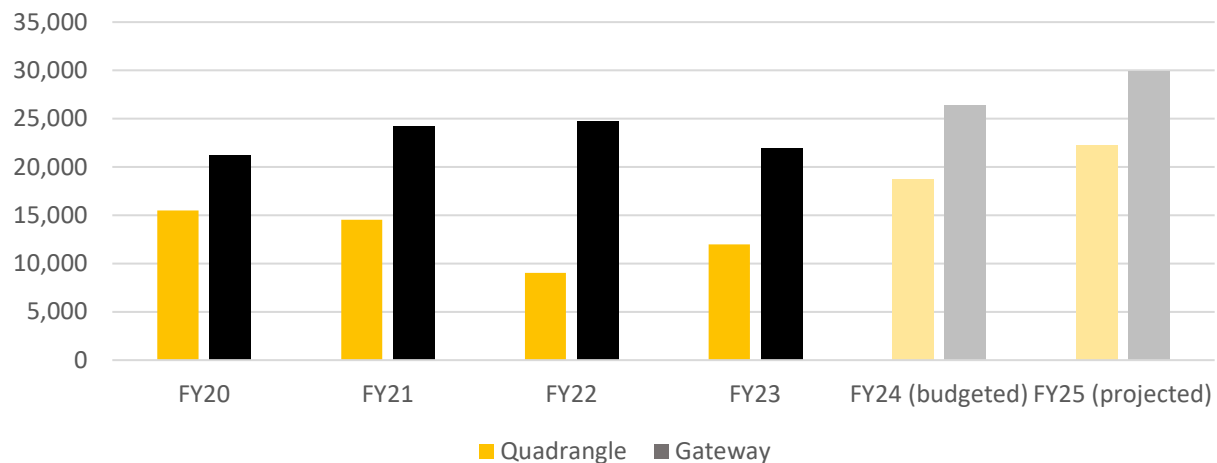


There are 23 procedure rooms and 22 exam rooms at the Quadrangle location and 36 procedure rooms and 34 exam rooms at the Gateway location. Both of these locations operate 9 hours per day, 5 days per week, and 50 weeks out of the year, as reported by UCF Health. This yields 2,250 annual hours of operation.

SPACE UTILIZATION STUDY FINAL REPORT

Table 21c identifies the total number of annual patient encounters per location, based on historic data and projections provided by UCF Health. Forecasted numbers show a targeted increase in patient encounters, which would correlate to a potential increase in utilization.

Table 21c: Annual In-Person Billed Patient Encounters



Utilization: Patient Room Space

Due to the lack of established national space utilization benchmarks, three approaches were used to measure the utilization of existing spaces. The first of these was a space benchmark. This approach assumes that for every patient room (exam and treatment) provided, there should be an average of 315 square feet of all types of assignable space in the clinic. This metric does not indicate that individual patient rooms should be 315 square feet; it is an indicator of how much space should be provided overall based on the number of patient rooms if the clinic space was being built in an ideal configuration based on recent industry design precedents. This metric includes flexibility for various medical specialties and future space requirements.

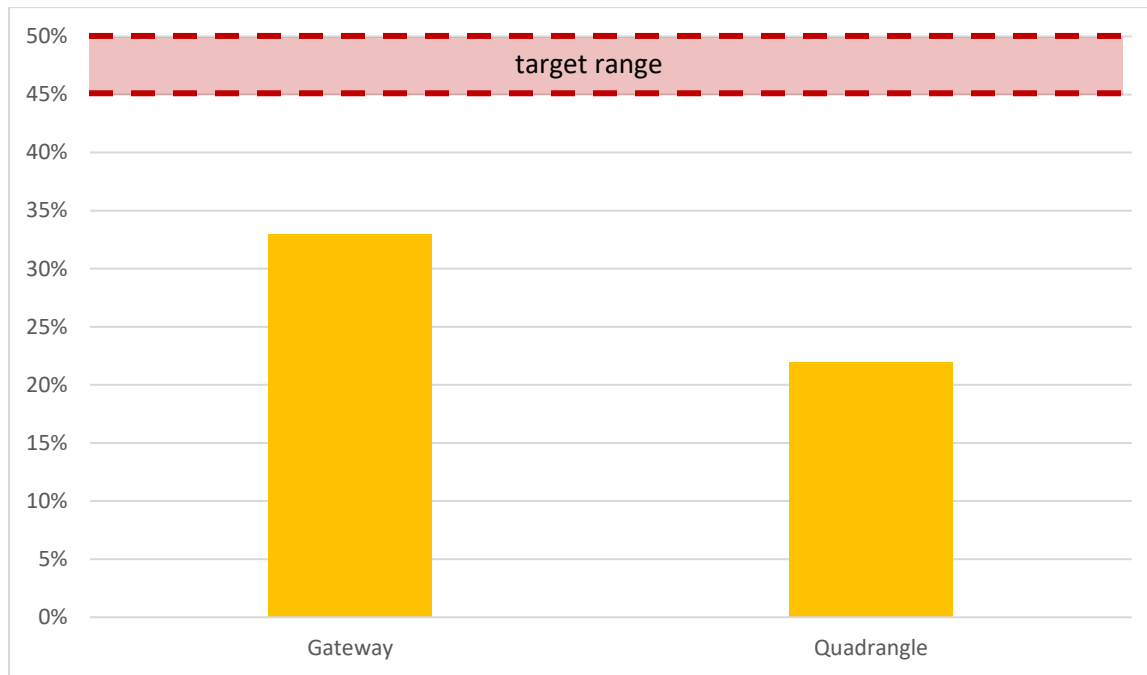
- **Quadrangle.** Based on this utilization indicator, approximately 7,200 total assignable square feet would be needed at the Quadrangle location to support the existing number of patient rooms. This is about 10,000 square feet less than the total current square feet. This is an indicator that the existing space is oversized.
- **Gateway.** At this location, approximately 11,300 total assignable square feet would be needed, which is about 5,000 square feet less than the total current square feet. This is an indicator that the existing space is oversized.

SPACE UTILIZATION STUDY

FINAL REPORT

Another measure of effective utilization of patient room space is the percentage of total department space dedicated to patient rooms. For this study, a target range of 45-50% was established. Current metrics are shown in the chart below, indicating that more space than would be expected is dedicated to spaces other than patient rooms.

Table 21d: Percent of Space Dedicated to Patient Rooms



A third indicator of patient room space utilization is the average size of existing patient rooms compared to benchmark room sizes. Based on recent designs of similar facilities, Florida institutional peer facilities, and the need to accommodate space for the patient, equipment, clinical staff, student(s), and meet ADA standards, the following metrics were established and confirmed in conversations with UCF Health representatives.

Table 21e: Patient Room Sizes by Type

Average Room Size (ASF)			
	Target	Existing (Quadrangle)	Existing (Gateway)
Exam room	100	162	142
Treatment room	150	217	305

Based on the above analysis, existing patient room sizes are significantly above the target. While this does not necessarily indicate that these rooms are being poorly utilized, it does indicate that they are oversized and therefore there is an inefficient use of clinic space based on the existing configuration.

Utilization: Exam Rooms Per Clinician

The second approach used to evaluate the utilization of existing space is a benchmark of how many exam rooms are provided per clinician. Based on discussions with UCF Health representatives, a target of 2 exam rooms per full-time equivalent clinician was agreed upon. (Although it was discussed that a target of 3

SPACE UTILIZATION STUDY

FINAL REPORT

exam rooms per FTE clinician may be appropriate for dermatology, depending on expected throughput.) These benchmarks, combined with clinician counts, yielded the following numbers.

Table 21f: Exam Rooms per Clinician

	Quadrangle	Gateway
Target number of exam rooms per clinician	2	2
Existing FTE clinicians	7.7	12.1
Target number of exam rooms	15	24
Existing number of exam rooms	22	34

Based on the above analysis, the number of existing exam rooms at both locations is significantly higher than the target. This shows that there are more exam rooms than needed based on the existing number of clinicians and indicates an opportunity to support additional clinician recruitment efforts. UCF is currently focused on strategic recruitment efforts to grow the number of clinical faculty to improve clinical space utilization and increase revenue potential.

Utilization: Patient Throughput per Exam Room

The third approach used to measure clinical utilization established a target of how many patient encounters should be occurring per year based on the number of existing exam rooms.

Both clinics are open 45 hours per week (8:00 a.m. to 5:00 p.m., five days per week), and the Medical Group Management Association standard is to have exam rooms in use for 70% of open hours, which would be 31.5 hours per week for UCF. Table 21g identifies how the targets were developed mathematically for each location. The assumption of one patient encounter per hour per exam room was based on discussions with UCF Health and a desire to be conservative given the academic setting.

Table 21g: Exam Room Targets

	Quadrangle	Gateway
Existing number of patient rooms	22	34
Daily hours of operation	9	9
Target patient visits per hour per exam room	1	1
Target patient visits per day (product of above three numbers)	198	306
Days of operation per year	250	250
Target patient visits per year	49,500	76,500
70% of target of patient visits per year	34,650	53,550
Existing (FY23) total non-virtual patient visits per year	11,982	26,366

- Quadrangle. The number of FY23 annual patient visits is at 24% of capacity (goal is 70% of capacity).
- Gateway. The number of FY23 annual patient visits is at 29% of capacity (goal is 70% of capacity).
- The analysis shows significant capacity at both locations to serve additional patients..

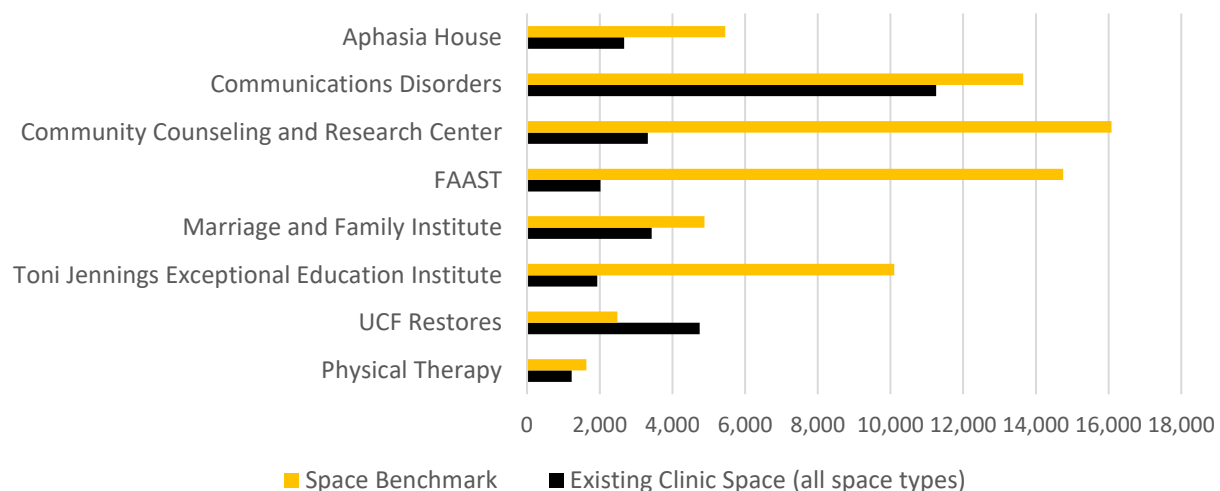
Academic Research Clinics

Understanding the utilization of academic research clinics (also called community clinics) is difficult since each clinic's operational conditions are unique, although all involve some sort of client or community user. UCF provided data on the existing space inventory (shown above), days and hours of operation for each clinic, the number of client visits (although data was not provided for every clinic), and personnel counts (for both clinicians and students).

The following space metrics were developed for each academic research clinic based on the nature of each discipline. Each of these incorporates a base space factor, plus space to account for the number of clinicians and students. (Students were assumed to be 1/3 FTE for the sake of this calculation.) Based on these metrics, all existing academic research clinics except for UCF Restores have a need for additional space. A more detailed evaluation of needs would be necessary to understand the subtleties of how each clinic functions and how they might improve utilization to better use their existing space.

Table 21h: Clinic Metrics by College

Clinic (Associated College)	Utilization Metric (ASF per FTE Personnel)
UCF Restores, Marriage and Family Institute, Community Counseling & Research Center	200
Toni Jennings Exceptional Education Institute	250
FAAST, Communications Disorders, Aphasia House	300
Physical Therapy	350



Space Management Policy and Procedure Recommendations

Overview

UCF has a robust, comprehensive space policy with supplemental procedures (3-126.1) as approved on July 7, 2023. The policy includes many of the space utilization study's policy recommendations and guidance. The following are additional policy recommendations from this study.

Conference and Hotelling Space

- With a few exceptions, all conference rooms should be a shared resource available to all University stakeholders. Centralized scheduling software should be implemented to allow all university employees to submit room use requests for conference rooms and hoteling workstations.

Workstations for Emeritus Employees

- Emeritus or retired individuals should submit requests for a workstation to Space Administration before space is allocated.
- A request for space may result in the designation of a workstation at the discretion of the department and Space Administration if space is available; if no space is available within the unit, a workspace will not be provided.
- Emeritus and retired individual offices will be evaluated by the USC (with input from the SA and the unit) every six months to verify space is in use and the unit does not have active space requests that could otherwise utilize the space.
- Shared office spaces are recommended for individuals with emeritus status.

Vacated Office Space

- Utilizing vacated space without following the outlined space request process and receiving approval through Space Administration is prohibited.
- Vacated offices are held under the previously allocated department for up to six months during an active position posting; if the previous position is not filled, offices return to the central inventory.
- If an individual remains an active employee but is no longer working on site, their office allocation may be revoked at the discretion of the allocated unit with support from Space Administration.

Instructional Space Policies

Instructional Space Use is not currently outlined within policy 3-126.1. The study recommends that UCF (in coordination with Academic Affairs) establish an Instructional Space Use Policy in support of the increased utilization of classrooms and class labs. The following policies should be taken into consideration for this endeavor:

- Classrooms and class labs should be used in accordance with the recommended minimum utilization targets outlined in this study .
- All classroom spaces should be centrally scheduled to increase utilization.
- Colleges can request priority scheduling for an instructional space which allows the College to schedule their courses over a designated period of time before courses are added to the room by the Registrar. This priority scheduling process should be adopted with current priority room assignments for Colleges or departments being grandfathered in.
- In addition, scheduling should occur in zones that create academic neighborhoods to ensure students have classes near their anchored academic program.

SPACE UTILIZATION STUDY

FINAL REPORT

- Courses that are not scheduled through the Registrar's software must report instructional room usage to the Registrar's office prior to the fall term.
- The scheduling of instructional rooms should take place in a shared software that university employees can access to determine when courses are occurring in a room.
- Prior to each fall semester scheduling cycle, the Registrar should conduct a comparison of maximum enrollment limits to actual enrollments to ensure course sections are scheduled in appropriately sized rooms.
- The Registrar's office may adjust priority scheduled courses at their discretion. This includes if a room is scheduled with a course capacity that is lower than the room capacity.
- With a few exceptions, computer laboratory software should be accessible from all computer labs to increase utilization of rooms.

Instructional Space Design

- Classrooms and class labs that align with the University's policy of central scheduling will receive regular upgrades from a developed central fund. These updates include technology as recommended by UCF IT and facility condition upgrades including new furniture.
- The Registrar should work with FBO, UCF IT, and Space Administration to confirm changes to instructional spaces on a yearly basis before the fall term (this should include equipment, capacity, accessibility, and furniture setup).
- Room condition upgrades should align with the course delivery methods. Since hybrid and online teaching are more prevalent, classroom spaces should be renovated or constructed to allow for modern technology to support online students and flexible room square footages to accommodate multiple modalities and pedagogies.

Research Space Policy

Research space policy recommendations are included in the comprehensive space policy and supplemental procedures (3-126.1). The following additional policies are recommended to be considered in addition to 3-126.1 with input and support from the Office of Research.

- The Provost and Space Administration may reassign research space based on the strategic needs of the University identified by the USC, with input from impacted departments, to ensure the highest and best use of space.
- The respective College dean will have the authority to reassign research space currently assigned within the College.
- If a research lab space is not assigned an active external research grant for three consecutive years, the space will be included in the University's general space pool and may be reassigned by the Provost and USC as indicated above.
- Research space should align with active research conducted in the space. If space characteristics (e.g. ceiling height, special equipment, electrical capacity) do not align with the research occurring in that space, it may be reallocated at the Provost's, Space Administration, or the department's discretion.
- Research with identified external funding should take priority over internally funded research.

- Optimal use of research space includes shared use of resources and facilities. Research spaces that include equipment or other facilities that are shared by multiple researchers or across departments and colleges should be encouraged to make the best use of limited resources.
- A process for establishing a shared research space database should be outlined by Space Administration and the Office of Research to track the following information: grants by location, grant space assignment, grant type, principal investigators (PI;'s) and co-PI's.
- Research space data should be updated at least once annually, with secondary verification during an annual space survey.
- A new position within Space Administration should be created that will be assigned the responsibility for collecting and assessing related research space and expenditure data as indicated above and reporting the results to the USC.
- Identify and begin collecting data on additional research productivity measures beyond grant funding. These metrics could include number of articles/books published, number of conference presentations, and similar metrics, as well as qualitative metrics related to the Strategic Plan, undergraduate involvement, community engagement, or other factors.

Space Administration Procedures

The following procedures are recommended in support of Space Administration's role to allocate and oversee all UCF Space.

Space Inventory Software

- Inventory should be updated annually through a process overseen by Space Administration.
- Reporting at the institution, State, or Federal level should be through one software platform overseen by Space Administration.
- Create or select a unique code for space assignments to identify each operational organizational unit or department.
- All workstation cubicles should be identified with unique room numbers and recorded in the space inventory as individual rooms instead of a single room with multiple workstations.
- Room type taxonomy should be reviewed by Space Administration to verify codes are functionally descriptive to the rooms' actual use. This includes adoption of additional use codes identified during this process, including for spaces that are inactive, undergoing renovations, or are unusable.
- Leased space a non-assignable space currently share a use designation. These should be separated into two categories.
- Create or identify an existing space assignment code as a repository for vacant space.
- All employee records should be reported into the space software from a direct feed from Workday or the appropriate personnel database.
- The research award database should be imported regularly to the space software and should include new active grants, grant status, and grant assignment.

Personnel Software (Workday)

- Organizational structure should be reviewed and refined to match active units by campus. This structure should be reviewed periodically to confirm alignment with space assignments.
- The personnel database should reflect the actual campus location where the employee's workstation exists.
- Open, vacant positions should be vetted at least semi-annually to include only those that are in active search mode.
- The personnel database should reflect working position titles (i.e. Dean rather than Professor).

Annual Space Survey

- Space Administration should complete a physical audit of all University spaces as a component of the Annual Space Survey. This process should be outlined and approved by the USC.
- The annual space survey should include the verification of room type, room space assignment, personnel assignment, and number of personnel remote working days to allow UCF to build a historical record of space utilization.
- All units should be required to participate in the annual space survey.
- Units that do not have an updated space survey response will not be eligible for additional space or renovations until space survey response is submitted.
- An additional position or positions within the Space Administration should be created to help collect and oversee space data as indicated above.

University Space Committee

A University Space Committee (USC) was created during the study process. Their roles and responsibilities are as follows:

- The USC provides a collaborative, transparent, and integrated forum to consider space needs within the context of the university's strategic priorities, mission, and the guiding principles of UCF Policy 3-126. The USC is responsible for considering the immediate and long-term space needs of the university, proposing solutions to address space needs, and evaluating space requests submitted to Space Administration.
- The USC reviews all requests regarding space including new construction, remodeling, renovation, allocation, and reallocation of space. The USC consults with campus stakeholders as well as Planning Design & Construction, Facilities Operations, Utilities & Engineering Services, Real Estate and Space Administration.
- The USC will review all requests regarding space plans and allocating and reallocating space, including, but not limited to:
 - Transferring space between units (including colleges, administrative departments, auxiliaries and direct support organizations).
 - Changing the current use of space.

- Proposing renovations or remodels to space.
- Reallocating vacated space.
- Providing space for new programs or positions.
- Providing space in new facilities.
- The USC is authorized to make final decisions on space requests involving fewer than 1,000 net assignable square feet and where all stakeholders, including both the unit to whom the space is currently allocated and the unit requesting the space, agree with the request. Space requests involving more than 1,000 net assignable square feet are forwarded by the USC, along with a recommendation, to the Provost for final review and decision.
- The USC is chaired jointly by the Associate Provost (as a non-voting member) and the Assistant Vice President, Real Estate. Administrative support for USC activities is provided by Space Administration.
- USC is not responsible for the scheduling of events or classes.
- USC membership is as follows:
 - Associate Provost, Academic Affairs (Co-Chair, non-voting except in circumstances needed to break a tie)
 - Assistant Vice President, Real Estate (Co-Chair)
 - Associate Vice President, Research and Scholarship
 - University Architect, Planning, Design & Construction
 - University Registrar
 - Director, University of Central Florida Foundation Real Estate & Facilities
 - Representative for the Academic Health Sciences Center appointed by the Vice President of Health Affairs (the representative is required to be involved in research activities within the Burnett School of Biomedical Sciences)
 - Faculty member currently serving as a member of the Faculty Senate research council and appointed by the Chair of the Faculty Senate (faculty member must have active research taking place)
 - Two deans (appointed by the Provost)
 - Representative of the Student Government Association appointed by the SGA President (ex-officio/non-voting)

Appendices

- Appendix 1: Classroom Utilization by Room - Main
- Appendix 2: Classroom Utilization by Room - Research Park
- Appendix 3: Classroom Utilization by Room - Rosen
- Appendix 4: Classroom Utilization by Room - Academic Health Sciences
- Appendix 5: Classroom Utilization by Room - Downtown
- Appendix 6: Classrooms with No Scheduled Use
- Appendix 7: Main Campus Time by Day Percent – All Hours
- Appendix 8: Main Campus Classroom Utilization by Room Size – Daytime
- Appendix 9: Main Campus Classroom Utilization by Room Size – All Hours
- Appendix 10: Main Campus Utilization by Building and College – All Hours
- Appendix 11: Departmental Classrooms Scheduled Less than 20 Weekly Room Hours
- Appendix 12: General Use Classrooms Scheduled Less than 20 Weekly Room Hours
- Appendix 13: Teaching Laboratory Assessment – College Details
- Appendix 14: Workspace Needs Calculations
- Appendix 15: Workspace Utilization Ratios by Campus
- Appendix 16: Draft Research Space Productivity Matrices

SPACE UTILIZATION STUDY

FINAL REPORT

Appendix 1: Main Campus Classroom Utilization by Room

Bldg. #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
12	Math Sci	108	PRO	110	710	37	19.2	34.4	52.0%
12	Math Sci	109	PRO	110	710	37	19.2	49.2	69.0%
12	Math Sci	121	PRO	110	710	33	21.5	48	67.0%
12	Math Sci	204	PRO	110	832	43	19.3	44.3	87.0%
12	Math Sci	260	PRO	110	4,219	293	14.4	42.3	86.0%
12	Math Sci	306	PRO	110	858	44	19.5	49.5	88.0%
12	Math Sci	336	PRO	110	1,053	51	20.6	39.9	53.0%
12	Math Sci	359	PRO	110	1,816	121	15	38.4	75.0%
12	Math Sci	360	PRO	110	1,567	104	15.1	36.2	71.0%
12	Math Sci	405	PRO	110	750	36	20.8	53.5	98.0%
12	Math Sci	406	PRO	110	830	40	20.8	50.7	98.0%
12	Math Sci	407	PRO	110	835	40	20.9	54	73.0%
14	Phillips	0409M	ANTHRO	110	567	20	28.4	12.1	49.0%
20	Biological	209	PRO	110	1,058	78	13.6	34.5	69.0%
20	Biological	212	PRO	110	457	24	19	11.1	57.0%
21	Educational	190	PRO	110	704	19	37.1	26.6	50.0%
40	Engineering I	224	PRO	110	972	49	19.8	34.7	61.0%
40	Engineering I	227	PRO	110	964	40	24.1	22.8	58.0%
40	Engineering I	286	PRO	110	469	23	20.4	15	59.0%
40	Engineering I	327	PRO	110	964	57	16.9	44.8	67.0%
40	Engineering I	383	PRO	110	541	27	20	26.5	79.0%
40	Engineering I	384	PRO	110	983	40	24.6	43.8	40.0%
40	Engineering I	0386A	DEANENG	110	632	40	15.8	38.8	20.0%
40	Engineering I	427	PRO	110	964	54	17.9	35.3	56.0%
40	Engineering I	435	PRO	110	964	56	17.2	40.1	70.0%
45	Business I	107	PRO	110	2,981	199	15	29.4	204.0%
45	Business I	110	PRO	110	832	47	17.7	35.6	64.0%
45	Business I	115	PRO	110	480	24	20	32.8	91.0%
45	Business I	116	PRO	110	1,223	72	17	38.9	72.0%
45	Business I	119	PRO	110	2,582	72	35.9	39.3	181.0%
45	Business I	121	PRO	110	1,014	60	16.9	33.5	54.0%
45	Business I	122	PRO	110	1,211	72	16.8	37.8	48.0%
45	Business I	126	PRO	110	816	40	20.4	41.3	55.0%
45	Business I	130	COB	110	1,284	81	15.9	54.6	60.0%
45	Business I	146	PRO	110	1,216	63	19.3	44.7	69.0%
45	Business I	147	PRO	110	1,274	63	20.2	39.9	65.0%
45	Business I	205	PRO	110	559	33	16.9	12.1	31.0%
45	Business I	206	PRO	110	525	24	21.9	39.1	84.0%
45	Business I	207	PRO	110	559	32	17.5	18	47.0%
45	Business I	209	PRO	110	890	47	18.9	35.6	68.0%
45	Business I	212	PRO	110	737	40	18.4	42.6	45.0%
45	Business I	213	PRO	110	788	42	18.8	29.5	49.0%
45	Business I	214	PRO	110	777	45	17.3	30.6	57.0%
45	Business I	216	CECS	110	434	25	17.4	41.8	39.0%
45	Business I	0216A	CECS	110	511	30	17	49.7	33.0%
45	Business I	218	PRO	110	924	50	18.5	35.8	63.0%
45	Business I	220	PRO	110	1,004	50	20.1	51.6	84.0%
45	Business I	221	PRO	110	982	48	20.5	30.1	57.0%

SPACE UTILIZATION STUDY

FINAL REPORT

Bldg. #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
45	Business I	225	PRO	110	890	45	19.8	30.5	47.0%
45	Business I	239	DEANBUS	110	3,852	198	19.5	30.9	85.0%
51	Visual Arts	107	PRO	110	550	25	22	27.5	84.0%
51	Visual Arts	109	PRO	110	516	28	18.4	11.1	89.0%
51	Visual Arts	111	PRO	110	886	60	14.8	23.8	60.0%
51	Visual Arts	113	PRO	110	537	30	17.9	21	82.0%
51	Visual Arts	132	PRO	110	5,891	456	12.9	36.4	51.0%
51	Visual Arts	217	PRO	110	475	28	17	30	89.0%
53	CREOL	102	OPTICS	110	675	26	26	21.7	123.0%
53	CREOL	266	OPTICS	110	425	17	25	3	35.0%
53	CREOL	A0214	OPTICS	110	605	19	31.8	18.7	53.0%
54	Coll Science	101	PRO	110	4,600	463	9.9	42.3	72.0%
75	Nicholson	101	PRO	110	3,267	293	11.2	40.5	60.0%
75	Nicholson	102	PRO	110	566	26	21.8	30.7	94.0%
75	Nicholson	103	PRO	110	551	27	20.4	32.9	87.0%
75	Nicholson	110	PRO	110	1,289	80	16.1	31.2	50.0%
75	Nicholson	111	PRO	110	595	34	17.5	27.2	63.0%
75	Nicholson	112	PRO	110	598	34	17.6	22	60.0%
75	Nicholson	113	PRO	110	823	51	16.1	42.8	83.0%
75	Nicholson	114	PRO	110	823	47	17.5	28	52.0%
75	Nicholson	115	PRO	110	821	49	16.8	22	62.0%
75	Nicholson	116	PRO	110	820	47	17.4	23.5	54.0%
75	Nicholson	117	PRO	110	834	51	16.4	28.4	72.0%
75	Nicholson	147	PRO	110	691	39	17.7	37.5	54.0%
75	Nicholson	209	PRO	110	686	34	20.2	22.2	64.0%
75	Nicholson	210	PRO	110	650	32	20.3	24.5	63.0%
75	Nicholson	228	COMM	110	503	20	25.2	9.1	82.0%
79	Classroom I	103	PRO	110	1,353	70	19.3	35.9	67.0%
79	Classroom I	104	PRO	110	3,123	274	11.4	50.2	66.0%
79	Classroom I	105	PRO	110	1,349	76	17.8	48.7	77.0%
79	Classroom I	107	PRO	110	657	33	19.9	26	44.0%
79	Classroom I	109	PRO	110	672	39	17.2	22	59.0%
79	Classroom I	112	PRO	110	783	33	23.7	25.6	66.0%
79	Classroom I	113	PRO	110	786	25	31.4	40.3	82.0%
79	Classroom I	117	PRO	110	669	37	18.1	24.1	49.0%
79	Classroom I	119	PRO	110	675	29	23.3	33.3	79.0%
79	Classroom I	120	PRO	110	1,352	87	15.5	36.5	82.0%
79	Classroom I	121	PRO	110	3,748	384	9.8	35.6	68.0%
79	Classroom I	122	PRO	110	1,356	72	18.8	34.7	44.0%
79	Classroom I	212	PRO	110	1,258	46	27.3	33.2	72.0%
79	Classroom I	218	PRO	110	1,386	56	24.8	22.6	29.0%
79	Classroom I	220	FACEXL	110	1,387	91	15.2	28.5	25.0%
79	Classroom I	301	PRO	110	798	28	28.5	28	76.0%
79	Classroom I	303	PRO	110	795	28	28.4	33.1	75.0%
79	Classroom I	307	PRO	110	1,443	80	18	25.9	43.0%
79	Classroom I	308	PRO	110	1,442	75	19.2	47	65.0%
79	Classroom I	309	PRO	110	1,443	78	18.5	41.4	55.0%
79	Classroom I	318	PRO	110	1,446	75	19.3	41.2	66.0%
79	Classroom I	319	PRO	110	1,445	75	19.3	39.3	87.0%

SPACE UTILIZATION STUDY

FINAL REPORT

Bldg. #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
79	Classroom I	320	PRO	110	1,446	80	18.1	46.1	76.0%
007E	Ferrell E	0168D	SLD	110	745	50	14.9	21.4	43.0%
007E	Ferrell E	0168E	SLD	110	745	50	14.9	15.2	37.0%
80	Health Sci 1	106	PRO	110	735	50	14.7	42.3	54.0%
80	Health Sci 1	107	PRO	110	1,239	82	15.1	44.1	90.0%
80	Health Sci 1	110	PRO	110	845	49	17.2	41.8	62.0%
80	Health Sci 1	112	PRO	110	2,487	173	14.4	38.4	63.0%
80	Health Sci 1	116	PRO	110	1,519	100	15.2	29.8	78.0%
80	Health Sci 1	117	PRO	110	860	50	17.2	43.7	48.0%
80	Health Sci 1	119	PRO	110	2,869	226	12.7	38.5	70.0%
80	Health Sci 1	125	PRO	110	1,524	100	15.2	38.9	64.0%
80	Health Sci 1	126	PRO	110	1,103	75	14.7	51	77.0%
80	Health Sci 1	207	PRO	110	595	32	18.6	16	35.0%
80	Health Sci 1	213	PRO	110	552	25	22.1	4.6	69.0%
80	Health Sci 1	246	PRO	110	818	30	27.3	26.6	76.0%
80	Health Sci 1	272	PRO	110	821	24	34.2	18	31.0%
80	Health Sci 1	363	PRO	110	444	12	37	14.1	72.0%
91	Engineering II	102	PRO	110	2,203	169	13	47.8	70.0%
91	Engineering II	103	PRO	110	1,169	58	20.2	39.4	30.0%
91	Engineering II	105	PRO	110	984	52	18.9	32.5	62.0%
91	Engineering II	203	PRO	110	1,182	67	17.6	33.8	64.0%
91	Engineering II	205	PRO	110	1,000	48	20.8	48.4	90.0%
91	Engineering II	302	PRO	110	1,197	67	17.9	29.3	54.0%
93	Teaching Acad	102	DEANED	110	1,404	43	32.7	17.7	38.0%
93	Teaching Acad	110	PRO	110	1,014	46	22	35.5	72.0%
93	Teaching Acad	116	PRO	110	1,014	40	25.4	34.4	86.0%
93	Teaching Acad	201	DEANED	110	808	32	25.2	27.2	38.0%
93	Teaching Acad	0202A	PRO	110	837	36	23.2	26.2	53.0%
93	Teaching Acad	0202B	PRO	110	837	36	23.2	26.3	78.0%
93	Teaching Acad	203	PRO	110	1,049	41	25.6	33.5	71.0%
93	Teaching Acad	204	PRO	110	1,075	41	26.2	32.5	72.0%
93	Teaching Acad	221	PRO	110	816	30	27.2	28.9	89.0%
93	Teaching Acad	222	PRO	110	1,150	40	28.8	32.9	56.0%
93	Teaching Acad	301	DEANED	110	808	32	25.2	27.3	67.0%
93	Teaching Acad	302	DEANED	110	1,417	36	39.4	33.4	66.0%
93	Teaching Acad	304	PRO	110	1,322	34	38.9	30.4	52.0%
93	Teaching Acad	322	PRO	110	1,842	53	34.8	32.2	72.0%
94	Business II	201	CBAOPS	110	1,129	54	20.9	54.6	92.0%
94	Business II	207	PRO	110	1,396	59	23.7	41.5	79.0%
94	Business II	208	PRO	110	1,510	72	21	44.3	73.0%
94	Business II	210	PRO	110	1,626	78	20.8	49.2	50.0%
94	Business II	221	PRO	110	1,096	48	22.8	38.7	62.0%
95	Burnett Honors	126	PRO	110	631	37	17.1	18	40.0%
95	Burnett Honors	127	PRO	110	632	30	21.1	27.3	64.0%
95	Burnett Honors	128	PRO	110	632	36	17.6	27	50.0%
95	Burnett Honors	129	PRO	110	627	30	20.9	6	63.0%
98	Classroom II	101	PRO	110	4,874	454	10.7	45.8	77.0%
98	Classroom II	105	PRO	110	2,011	160	12.6	39.2	60.0%
98	Classroom II	106	PRO	110	3,883	380	10.2	38.7	55.0%

SPACE UTILIZATION STUDY

FINAL REPORT

Bldg. #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
98	Classroom II	201	PRO	110	4,856	450	10.8	37.7	67.0%
98	Classroom II	204	PRO	110	1,997	110	18.2	38.1	44.0%
98	Classroom II	206	PRO	110	1,714	125	13.7	45.2	59.0%
98	Classroom II	207	PRO	110	3,855	380	10.1	43.5	55.0%
99	Psychology	105	PRO	110	1,481	72	20.6	32.8	63.0%
99	Psychology	106	PRO	110	1,481	72	20.6	34.3	80.0%
99	Psychology	108	PRO	110	3,803	386	9.9	43.3	57.0%
99	Psychology	111	PRO	110	725	35	20.7	30.7	65.0%
116	Harris Eng Ctr	103	PRO	110	995	57	17.5	43.7	64.0%
116	Harris Eng Ctr	104	PRO	110	972	51	19.1	41.6	42.0%
116	Harris Eng Ctr	110	PRO	110	950	49	19.4	33.7	52.0%
116	Harris Eng Ctr	111	PRO	110	953	49	19.4	59.8	92.0%
116	Harris Eng Ctr	117	PRO	110	1,103	62	17.8	35	47.0%
116	Harris Eng Ctr	118	PRO	110	1,127	60	18.8	52.1	69.0%
116	Harris Eng Ctr	119	PRO	110	1,168	69	16.9	37.7	56.0%
116	Harris Eng Ctr	125	PRO	110	2,771	231	12	49.8	65.0%
119	Performing Arts	M0260	PERFORM	110	485	25	19.4	31.2	52.0%
119	Performing Arts	M0261	PERFORM	110	723	40	18.1	30.8	68.0%
119	Performing Arts	M0263	PERFORM	110	672	41	16.4	38.3	38.0%
119	Performing Arts	T0244	THR	110	684	20	34.2	1.7	190.0%
119	Performing Arts	T0244A	THR	110	1,179	40	29.5	33.3	47.0%
123	Colbourn	101	PRO	110	752	37	20.3	32.3	55.0%
123	Colbourn	103	PRO	110	1,554	63	24.7	15.5	46.0%
123	Colbourn	107	PRO	110	722	28	25.8	23.3	78.0%
123	Colbourn	108	PRO	110	718	36	19.9	39.4	61.0%
123	Colbourn	203	PRO	110	409	20	20.4	26	51.0%
139	UCF Global	122	GLOB	110	1,369	45	30.4	4.2	49.0%
139	UCF Global	125	GLOB	110	658	30	21.9	6.3	76.0%
139	UCF Global	201	GLOB	110	678	30	22.6	19.7	32.0%
139	UCF Global	202	GLOB	110	686	30	22.9	30.7	28.0%
139	UCF Global	203	GLOB	110	694	30	23.1	19.7	39.0%
139	UCF Global	204	GLOB	110	702	30	23.4	5.2	17.0%
139	UCF Global	205	GLOB	110	683	30	22.8	19.7	40.0%
139	UCF Global	206	GLOB	110	686	30	22.9	14.5	49.0%
139	UCF Global	229	GLOB	110	946	40	23.6	10.3	53.0%
139	UCF Global	232	GLOB	110	658	30	21.9	4.1	97.0%
139	UCF Global	302	GLOB	110	686	30	22.9	19.7	27.0%
139	UCF Global	304	GLOB	110	702	30	23.4	19.7	28.0%
139	UCF Global	324	GLOB	110	1,014	40	25.4	18.7	26.0%
139	UCF Global	327	GLOB	110	658	30	21.9	9.3	58.0%

Appendix 2: Research Park Classroom Utilization by Room

Bldg #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
8118	UTWR	490	NURSING	110	1,543	57	27.1	14.1	110.0%
8118	UTWR	602	NURSING	110	2,728	140	19.5	16	93.0%
8118	UTWR	0650A	NURSING	110	834	41	20.3	6	76.0%

SPACE UTILIZATION STUDY

FINAL REPORT

Appendix 3: Rosen College of Hospitality Classroom Utilization by Room

Bldg #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
903	RCHM	101	DROSEN	110	5,208	400	13	1	41.0%
903	RCHM	103	DROSEN	110	1,813	76	23.9	14.59	61.0%
903	RCHM	104	DROSEN	110	1,813	76	23.9	12.92	63.0%
903	RCHM	105	DROSEN	110	1,813	76	23.9	11.76	48.0%
903	RCHM	106	DROSEN	110	1,778	76	23.4	7.42	27.0%
903	RCHM	107	DROSEN	110	1,813	76	23.9	16.01	51.0%
903	RCHM	108	DROSEN	110	1,813	76	23.9	10.42	38.0%
903	RCHM	110	DROSEN	110	2,169	100	21.7	13.34	44.0%
903	RCHM	111	DROSEN	110	2,169	100	21.7	5.83	64.0%
903	RCHM	205	DROSEN	110	1,058	45	23.5	5.92	80.0%
903	RCHM	206	DROSEN	110	1,053	45	23.4	14.68	48.0%
903	RCHM	207	DROSEN	110	1,058	45	23.5	8.84	79.0%
903	RCHM	208	DROSEN	110	1,053	45	23.4	3	31.0%
903	RCHM	209	DROSEN	110	1,058	45	23.5	11.58	65.0%
903	RCHM	210	DROSEN	110	1,045	45	23.2	13.17	58.0%
903	RCHM	211	DROSEN	110	1,051	45	23.4	3	87.0%
903	RCHM	212	DROSEN	110	1,066	45	23.7	14.25	33.0%
903	RCHM	213	DROSEN	110	1,046	36	29.1	23.67	40.0%

Appendix 4: Academic Health Sciences Classroom Utilization by Room

Bldg #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
1002	COM	101	DEANCOM	110	1,296	62	20.9	8.1	47.0%
1002	COM	104	DEANCOM	110	3,184	177	18	23.2	65.0%
1002	COM	116	DEANCOM	110	3,170	177	17.9	2.2	71.0%

Appendix 5: Downtown Classroom Utilization by Building and Room

Bldg #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
906	CMB	116	PRO	110	1,039	21	49.5	21.9	54.0%
906	CMB	127	PRO	110	1,993	112	17.8	35.2	23.0%
906	CMB	0182A	PRO	110	1,615	80	20.2	14.2	47.0%
906	CMB	0182B	PRO	110	2,954	140	21.1	19	58.0%
915	DPAC	102	PRO	110	1,639	83	19.7	8.8	37.0%
915	DPAC	152	PRO	110	1,106	54	20.5	13.8	32.0%
915	DPAC	154	PRO	110	1,144	52	22	21.2	52.0%
915	DPAC	168	PRO	110	1,661	78	21.3	27.9	46.0%
915	DPAC	169	PRO	110	1,150	54	21.3	9.2	23.0%
915	DPAC	0169A	PRO	110	1,110	50	22.2	14.2	20.0%
915	DPAC	171	PRO	110	1,137	53	21.5	10.6	30.0%

SPACE UTILIZATION STUDY

FINAL REPORT

Bldg #	Building	Room	Dept	Room Type	ASF	Seats	ASF / Seat	WRH	SO%
915	DPAC	201	UCF	111	779	30	26	17.3	77.0%
915	DPAC	202	UCF	111	782	32	24.4	20.1	68.0%
915	DPAC	205	PRO	110	776	36	21.6	25.6	42.0%
915	DPAC	207	PRO	110	1,064	53	20.1	16.1	57.0%
915	DPAC	210	PRO	110	1,132	38	29.8	32.8	72.0%
915	DPAC	215	PRO	110	971	48	20.2	12.3	53.0%
915	DPAC	218	UCF	111	751	30	25	10.3	82.0%
915	DPAC	251	PRO	110	724	34	21.3	12.2	57.0%
915	DPAC	252	UCF	111	776	32	24.2	19.7	81.0%
915	DPAC	255	PRO	110	981	49	20	27.2	50.0%
915	DPAC	276	PRO	110	972	48	20.2	25.8	50.0%
915	DPAC	277	UCF	111	779	34	22.9	17.5	44.0%
915	DPAC	278	PRO	110	800	37	21.6	24.6	50.0%
915	DPAC	279	UCF	111	823	30	27.4	16.1	101.0%
915	DPAC	320	EMBA	110	925	36	25.7	8	44.0%
915	DPAC	348	UCF	111	808	32	25.2	10.2	54.0%
915	DPAC	357	UCF	111	553	20	27.6	15.5	104.0%
915	DPAC	358	UCF	111	766	30	25.5	5.9	30.0%
915	DPAC	454	PRO	110	920	24	38.3	6.2	42.0%
915	DPAC	455	PRO	110	969	24	40.4	4.8	59.0%
960	UWCV	302	PRO	110	741	36	20.6	7.4	61.0%
960	UWCV	303	PRO	110	741	36	20.6	5.9	54.0%
960	UWCV	306	PRO	110	728	32	22.8	3.8	31.0%
960	UWCV	311	PRO	110	757	36	21	13.2	56.0%

Appendix 6: Classrooms with No Scheduled Use

Campus	Bldg. #	Building	Room	Room Type	Seats	ASF
Main	5	Chemistry	203	110	9	341
Main	29	Tech Commons ii	222	110	16	363
Main	80	Health Sciences I	215	110	40	869
Main	123	Colbourn	201	110	36	726
Main	123	Colbourn	257	110	25	739
Main	123	Colbourn	335	110	36	749
Main	139	UCF Global	126	110	30	694
Main	139	UCF Global	230	110	30	686
Main	139	UCF Global	305	110	30	686
Main	139	UCF Global	325	110	30	686
Research Park	8118	University Tower	211	110	1	1,331
Research Park	8121	Orlando 600	0280A	110	28	434
Research Park	8155	DLC	112	110	36	1,393
Research Park	8155	DLC	125	110	2	788

SPACE UTILIZATION STUDY

FINAL REPORT

Campus	Bldg. #	Building	Room	Room Type	Seats	ASF
Research Park	8155	DLC	130	110	32	1,040
Downtown	906	CMB	0115T	110	25	528

Appendix 7: Main Campus Time by Day Percent – All Hours

Time	Mon	Tue	Wed	Thu	Fri	Total	% of Hour
7:00 AM	7.5	6.5	6.5	6	5	31.5	0.5%
8:00 AM	27.6	22	27.3	20.5	23.3	120.7	2.0%
9:00 AM	98.4	126.3	101.8	123.3	67.3	517.2	8.5%
10:00 AM	138.1	140.2	141.5	137.6	91.6	648.9	10.7%
11:00 AM	145.6	151.7	147.6	145.3	92.4	682.6	11.2%
12:00 PM	124.6	157.6	126.6	149.9	75.5	634.2	10.4%
1:00 PM	117.2	148.4	121.3	138.5	63	588.3	9.7%
2:00 PM	111.8	147.9	117.3	137.8	56.8	571.6	9.4%
3:00 PM	109	135	108.5	123.3	40	515.8	8.5%
4:00 PM	72	115.6	77.1	102.5	21.8	388.9	6.4%
5:00 PM	54.7	86.6	61.2	76.3	7.5	286.3	4.7%
6:00 PM	104.1	103.8	110.7	84.8	5	408.3	6.7%
7:00 PM	89	92.6	93.9	76	3	354.5	5.8%
8:00 PM	77.8	76.8	83.3	63.8	1.5	303.2	5.0%
9:00 PM	3	10.3	3.5	8.2	0.5	25.4	0.4%
10:00 PM	-	0.2	-	0.2	-	0.3	0.0%
Total	1280.3	1521.3	1328.0	1393.9	554.1	6077.6	100.0%
% of Day	0.2	0.3	0.2	0.2	0.1	1.0	

Appendix 8: Main Campus Classroom Utilization by Room Size – Daytime

Size Range (Seats)	Rooms	WRH	Avg. WRH	SO%	Min WRH	Max WRH	Seats	ASF	ASF / Seat
1-19	4	47.6	11.9	56.0%	3	18.7	67	2,178	32.5
20-29	24	484.3	20.2	80.1%	1.7	36	599	14,036	23.4
30-39	44	914.3	20.8	57.8%	3	50.7	1,452	31,513	21.7
40-59	57	1615.2	28.3	61.9%	4.2	50.7	2,679	55,281	20.6
60-79	26	785.0	30.2	70.2%	10.9	40.8	1,818	34,830	19.2
80-99	7	223.5	31.9	60.9%	20	42.5	581	9,440	16.2
100-149	6	193.2	32.2	65.7%	23.9	36.2	660	10,137	15.4
150-249	7	236.0	33.7	93.9%	23.1	44	1,356	19,174	14.1
>=250	11	397.9	36.2	67.2%	30.5	41.5	4,213	46,119	10.9
Totals	186	4897.0	26.3	81.0%	1.7	50.7	13,425	222,708	16.6

SPACE UTILIZATION STUDY

FINAL REPORT

Appendix 9: Main Campus Classroom Utilization by Room Size – All Hours

Size Range (Seats)	Rooms	WRH	Avg. WRH	SO%	Min WRH	Max WRH	Seats	ASF	ASF / Seat
1-19	4	62.3	15.6	52.6%	3	26.6	67	2,178	32.5
20-29	24	580.5	24.2	78.7%	1.7	41.8	599	14,036	23.4
30-39	44	1,108.5	25.2	55.6%	4.1	53.5	1,452	31,513	21.7
40-59	57	2,014.8	35.3	60.3%	4.2	59.8	2,679	55,281	20.6
60-79	26	995.7	38.3	67.7%	15.5	52.1	1,818	34,830	19.2
80-99	7	266.9	38.1	60.9%	25.9	54.6	581	9,440	16.2
100-149	6	226.6	37.8	65.0%	29.8	45.2	660	10,137	15.4
150-249	7	274.1	39.2	88.00%	29.4	49.8	1,356	19,174	14.1
>=250	11	456.3	41.5	64.80%	35.6	50.2	4,213	46,119	10.9
Totals	186	5,985.70	32.2	76.20%	1.7	59.8	13,425	222,708	16.6

Appendix 10: Main Campus Utilization by Building and College – All Hours

BUILDING	ROOMS	AVG. WRH	AA	CAH	CBA	CCIE	CECS	CGS	CHPS	BHC	RCHM	COM	CON	CREOL	COS	SSWB	UGS	TOTAL
Biological	2	22.8													45.6			45.6
Burnett Honors	4	19.6		42.0						3.0					33.3			78.3
Business I	25	36.2		73.5	450.6	42.1	131.4		3.0	-	1.5	12.1		2.8	188.6			905.6
Business II	5	45.7			225.5	2.8												228.3
Classroom II	7	41.2		19.0	3.1	13.4	106.9		19.7		1.5	3.0			121.6			288.2
Classroom I	23	34.7		135.5	30.5	47.5	252.1	1.0	113.7	-	10.3	18.6		6.0	175.9	6.1	2.0	799.1
Colbourn	5	27.3		96.7		12.1		10.9				12.0					4.7	136.4
Coll. of Sci.	1	42.3					5.8								36.5			42.3
CREOL	3	14.4												43.3				43.3
Educ. Complex	1	26.6				9.1		3.1				14.4						26.6
Engineering I	9	33.5		15.0	12.3	6.1	151.9		42.2	-		3.0			71.2			301.8
Engineering II	6	38.6		12.0	59.4		96.4					3.2		3.0	57.4			231.3
Ferrell E	2	18.3															36.6	36.6
Harris Eng Ctr	8	44.2			47.6		205.1		12.3						88.4			353.3
Health Sci. I	14	32		46.5	14.9	33.1	15.0	1.0	233.8			11.0	3.0		86.3		3.2	447.7
Math Sciences	12	45		12.0	3.0		5.8		16.2			1.5			502.0			540.5
Nicholson	15	28.2		149.1		29.7	14.0		9.2	-		4.5			216.0			422.4
Performing Arts	5	27		135.2														135.2
Howard Phillips	1	12.1													12.1			12.1
Psychology	4	35.3		38.4	2.8	11.2	24.3		5.9			3.0			55.6			141.2

SPACE UTILIZATION STUDY

FINAL REPORT

BUILDING	ROOMS	AVG. WRH	AA	CAH	CBA	CCIE	CECS	CGS	CHPS	BHC	RCHM	COM	CON	CREOL	COS	SSWB	UGS	TOTAL
Teaching Acad.	14	29.9		31.3		299.8			42.4			30.2			11.7	3.1		418.5
UCF Global	14	14.4	199.6														2.1	201.7
Visual Arts	6	25		113.4		2.8	8.8			-					24.7			149.8
Total	186	32.2	199.6	919.7	849.7	509.5	1017.5	16.0	498.3	3.0	13.3	116.5	3.0	55.2	1726.8	9.2	48.6	5985.7

Appendix II: Departmental Classrooms Scheduled Less than 20 WRH

Building	Room No.	Department	ASF	Seats	ASF / Seat	Day WRH	SO%	All WRH
Performing Arts	T0244	THR	684	20	34.2	1.7	190.0%	1.7
CREOL	266	OPTICS	425	17	25	3	35.0%	3
UCF Global	232	GLOB	658	30	21.9	3	114.0%	4.1
UCF Global	122	GLOB	1,369	45	30.4	4.2	49.0%	4.2
UCF Global	204	GLOB	702	30	23.4	5.2	17.0%	5.2
UCF Global	125	GLOB	658	30	21.9	6.3	76.0%	6.3
Nicholson	228	COMM	503	20	25.2	6	85.0%	9.1
UCF Global	327	GLOB	658	30	21.9	9.3	58.0%	9.3
UCF Global	229	GLOB	946	40	23.6	10.3	53.0%	10.3
Phillips	0409M	ANTHRO	567	20	28.4	6	42.0%	12.1
UCF Global	206	GLOB	686	30	22.9	14.5	49.0%	14.5
Ferrell E	0168E	SLD	745	50	14.9	15.2	37.0%	15.2
Teaching Acad.	102	DEANED	1,404	43	32.7	9.1	18.0%	17.7
CREOL	A0214	OPTICS	605	19	31.8	18.7	53.0%	18.7
UCF Global	324	GLOB	1,014	40	25.4	18.7	26.0%	18.7
UCF Global	201	GLOB	678	30	22.6	19.7	32.0%	19.7
UCF Global	203	GLOB	694	30	23.1	19.7	39.0%	19.7
UCF Global	205	GLOB	683	30	22.8	19.7	40.0%	19.7
UCF Global	302	GLOB	686	30	22.9	19.7	27.0%	19.7
UCF Global	304	GLOB	702	30	23.4	19.7	28.0%	19.7

Appendix 12: General Use Classrooms Scheduled Less than 20 WRH

Building	Room No.	Department	ASF	Seats	ASF / Seat	Day WRH	SO%	All WRH
Health Sciences I	213	PRO	552	25	22.1	4.6	69.0%	4.6
Burnett Honors	129	PRO	627	30	20.9	6.0	63.0%	6.0
Biological	212	PRO	457	24	19.0	8.4	52.0%	11.1
Visual Arts	109	PRO	516	28	18.4	11.1	89.0%	11.1
Business I	205	PRO	559	33	16.9	12.1	31.0%	12.1
Health Sciences I	363	PRO	444	12	37.0	8.5	98.0%	14.1
Engineering I	286	PRO	469	23	20.4	15.0	59.0%	15.0
Colbourn	103	PRO	1,554	63	24.7	10.9	49.0%	15.5
Health Sciences I	207	PRO	595	32	18.6	13.0	39.0%	16.0
Health Sciences I	272	PRO	821	24	34.2	15.5	26.0%	18.0
Business I	207	PRO	559	32	17.5	11.9	59.0%	18.0
Burnett Honors	126	PRO	631	37	17.1	18.0	40.0%	18.0

Appendix 13: Teaching Laboratory Assessment – College Details

UCF Main Campus

College of Arts and Humanities

College Laboratory Summary

The College has twenty-six (26) scheduled teaching laboratories totaling 39,383 ASF (assignable square feet) with 791 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 26 teaching labs with scheduled use.
- 28.6 average all hours at 69% station occupancy.
- The teaching labs were used at 82% of the utilization guideline capacity.
- 26.2 average daytime hours at 68% station occupancy.
- Teaching labs were used 2.4 WRH in the evening.

Spring 2022 Laboratory Utilization

- 26 teaching labs with scheduled use.
- 30.1 average all hours at 70% station occupancy.
- The teaching labs were used at 88% of the utilization guideline capacity.
- 26.3 average daytime hours at 70% station occupancy.
- Teaching labs were used 2.8 WRH in the evening.

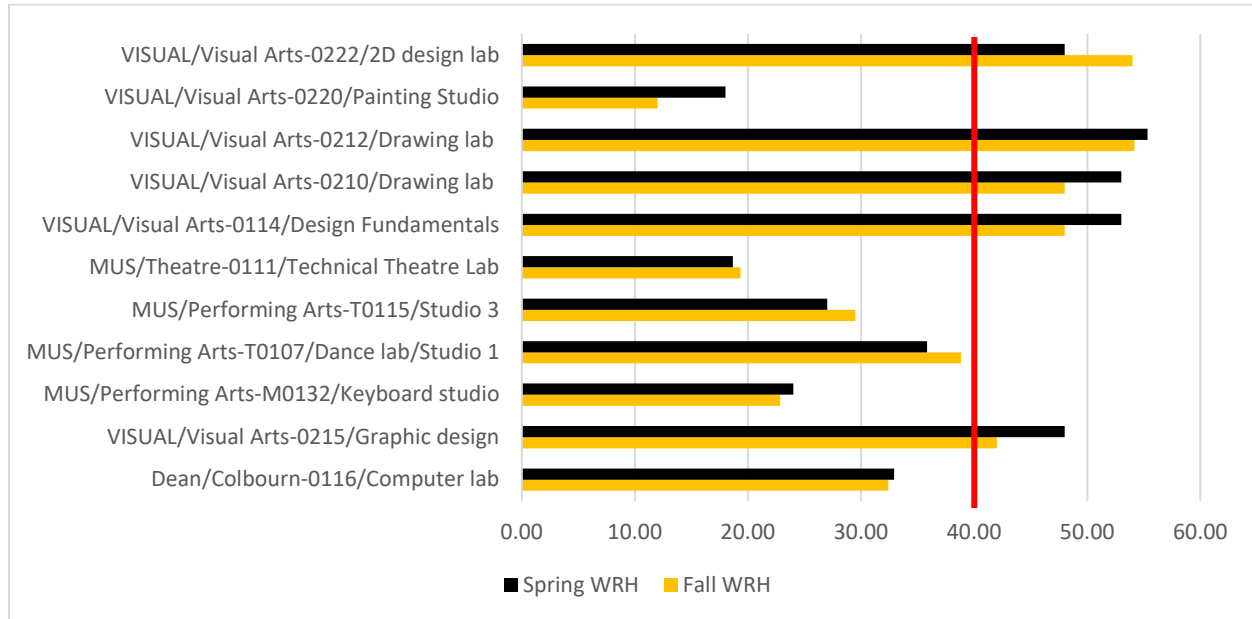
Weekly Room Hour Use by Instructional Level

Tables 16a through 16f display the weekly room hour (WRH) use for each laboratory by level for the College. Computer labs are included with the Lower Division labs since the utilization guideline expectation is 40 hours per week the same as Lower Division expectations. Each bar in the chart

SPACE UTILIZATION STUDY FINAL REPORT

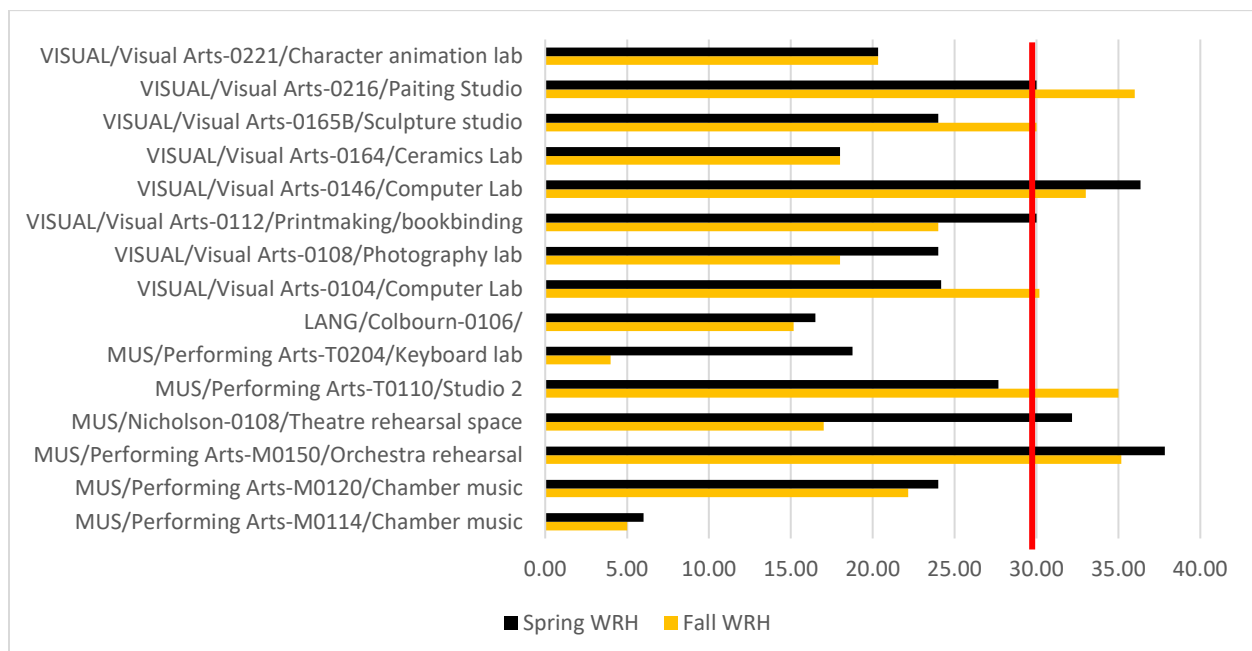
identifies the Department, Building, Room, and primary use for each laboratory. The red line highlights the guideline expectation of 40 Weekly Room Hour (WRH) use for the lower division and computer labs and 30 WRH's for the upper division labs.

Table 16a: Fall 2022 and Spring 2022 WRH's Scheduled – Lower Division and Computer Labs



- Five (5) of the eleven (11) laboratories were scheduled above the minimum utilization target for both terms.
- Two (2) labs laboratory were scheduled less than 20 hours for both terms.

Table 16b: Fall 2022 and Spring 2022 WRH's Scheduled - Upper Division Labs



SPACE UTILIZATION STUDY

FINAL REPORT

Eight (8) of the 15 laboratories were scheduled at or above the minimum utilization target for at least one of the terms.

Four (4) of the laboratories were scheduled less than 15 WRH's for at least one of the terms.

Utilization by Department

The following tables include the weekly room hours, station occupancy percentage and percent of utilization capacity for each scheduled laboratory by department and level.

The percent utilization capacity is determined by dividing the current utilization – (Weekly Room Hour use times Station Occupancy %) by the Weekly Room Hour target guideline (40 hours for Lower Division and 30 hours for Upper Division) times 85% station occupancy target. Percentages exceeding 100% indicate the lab is currently used at or above the utilization target guideline recommendation. The high utilization might negatively impact the quality of instruction.

Music Department

Table 16c: Fall 2022 and Spring 2022 Room Utilization – Music

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Lower Division											
Performing Arts	M0132	729	20	25	22.9	52%	35%	24	55%	39%	Keyboard studio
Upper Division											
Performing Arts	M0114	338	14	12	5	33%	7%	6	42%	10%	Chamber music
Performing Arts	M0120	561	26	26	22.2	38%	33%	24	26%	24%	Chamber music
Performing Arts	M0150	1,042	50	50	35.2	50%	68%	37.8	44%	66%	Orchestra rehearsal
Totals	4	2,670	110	113	21.3	47%	37%	23	42%	35%	

Note: Performing Arts, M0140, a Percussion practice room, which was scheduled for 2 hours Fall and 4 hours Spring 2022 was excluded from the utilization analysis since its primary function is for practice.

Fall 2022 Laboratory Utilization

- 21.3 average all hours at 47% station occupancy.
- The teaching labs were used at 37% of utilization guideline capacity.
- 20.8 average daytime hours at 49% station occupancy.
- Teaching laboratories were used 0.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 23.0 average all hours at 42% station occupancy.
- The teaching labs were used at 35% of utilization guideline capacity.
- 22.4 average daytime hours at 45% station occupancy.
- Teaching laboratories were used 0.6 WRH's in the evening.

SPACE UTILIZATION STUDY

FINAL REPORT

Music Department Summary Results

Performing Arts M0150, Orchestra rehearsal, was heavily scheduled. However, station occupancy was less than 50%. Therefore, current sections have enrollment capacity.

Performing Arts M0114, Chamber Music, was scheduled less than 10 hours both Fall and Spring terms with less than 50% of the stations occupied.

Theatre Utilization Summary

Table 16d: Fall 2022 and Spring 2022 Room Utilization - Theatre

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Lower Division											
Theatre	111	1,708	20	30	19.3	50%	28%	18.7	56%	31%	Technical Theatre Lab
Performing Arts	T0107	2,518	100	30	38.8	59%	67%	35.8	58%	61%	Dance lab/Studio 1
Performing Arts	T0115	1,464	54	25	29.5	66%	58%	27	53%	42%	Studio 3
Upper Division											
Nicholson	108	1,291	80	80	17	14%	9%	32.2	55%	69%	Theatre rehearsal space
Performing Arts	T0110	1,251	50	22	35	68%	93%	27.7	50%	54%	Studio 2
Performing Arts	T0204	869	26	30	4	52%	8%	18.8	46%	34%	Keyboard lab
Totals	6	9,101	330	217	24	47%	36%	26.7	54%	50%	

Fall 2022 Utilization

- 24.0 average all hours at 47% station occupancy.
- The labs were used at 54% of utilization guideline capacity.
- Laboratories were not scheduled in the evening.

Spring 2022 Utilization

- 26.7 average all hours at 54% station occupancy.
- The labs were used at 50% of utilization guideline capacity.
- 25.2 average daytime hours at 53% station occupancy.
- Labs were used 1.3 WRH's in the evening.

Theatre Summary Results

Performing Arts T0110 (Studio 2) was scheduled 35 hours Fall term and Nicholson 0108 Theatre rehearsal space) was scheduled over 32-hour spring term which is above utilization guidelines of 30 WRH's for upper division labs. However, the station occupancy was below the guideline. Therefore, current sections have enrollment capacity.

SPACE UTILIZATION STUDY

FINAL REPORT

Performing Arts T0204 (keyboard laboratory) was scheduled less than 10 WRH's Fall term with just over 50% of the stations occupied. This was a significant change from Spring 2022 usage.

School of Visual Arts and Design

Table 16e: Fall 2022 and Spring 2022 Utilization – School of Visual Arts

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Lower Division											
Visual Arts	220	2,950	40	20	12	93%	33%	18	90%	48%	Painting Studio
Visual Arts	114	2,744	30	30	48	97%	136%	53	98%	152%	Design Lab
Visual Arts	210	2,159	40	32	48	78%	110%	53	80%	125%	Drawing lab
Visual Arts	212	1,517	40	30	54.2	78%	124%	55.3	71%	116%	Drawing lab
Visual Arts	222	1,298	30	30	54	96%	153%	48	99%	139%	2D design lab
Computer Lab											
Visual Arts	215	1,943	40	36	42	89%	110%	48	88%	125%	Graphic design
Upper Division											
Visual Arts	104	1,398	35	35	30.2	76%	90%	24.2	93%	89%	Computer Lab
Visual Arts	108	744	30	25	18	52%	37%	24	62%	58%	Photography lab
Visual Arts	112	2,397	35	30	24	79%	75%	30	68%	80%	Printmaking/bookbinding
Visual Arts	146	941	30	30	33	66%	86%	36.3	91%	129%	Computer Lab
Visual Arts	164	3,444	40	25	18	71%	50%	18	75%	53%	Ceramics Lab
Visual Arts	0165B	1,872	40	20	30	73%	86%	24	94%	88%	Sculpture studio
Visual Arts	216	1,517	30	24	36	85%	121%	30	87%	102%	Painting Studio
Visual Arts	221	872	30	30	20.3	99%	79%	20.3	93%	74%	Character animation lab
Totals	14	25,796	490	397	33.4	83%	90%	34.4	85%	96%	

Fall 2022 Laboratory Utilization

- 33.4 average all hours at 83% station occupancy.
- The teaching labs were used at 90% of utilization guideline capacity.
- 29.9 daytime hours at 83% station occupancy.
- Teaching labs were used 3.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 34.4 average all hours at 85% station occupancy.
- The teaching labs were used at 96% of utilization guideline capacity.
- 30.6 daytime hours at 85% station occupancy.
- Teaching labs were used 3.8 WRH's in the evening.

SPACE UTILIZATION STUDY

FINAL REPORT

Visual Arts and Design Summary Results

The following eight laboratories were scheduled well above utilization guidelines and have little or no enrollment capacity:

- Visual Arts 0114 – Design Laboratory
- Visual Arts 0222 – 2D Design Laboratory
- Visual Arts 0216 – Painting Studio
- Visual Arts 0215 – Graphic Design
- Visual Arts 0210 and 0212 – Drawing Labs
- Visual Arts 0112 – Printmaking Lab
- Visual Arts 0146 – Computer Laboratory

Other College Labs

The Dean's Office and Modern Languages and Literature each have one scheduled teaching lab.

Table 16f: Fall 2022 and Spring 2022 Utilization – Dean, College of Arts and Humanities and Modern Language and Literature

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Dean, College of Arts and Humanities											
Computer Lab											
Colbourn	116	911	40	34	32.4	52%	50%	32.9	50%	49%	
Modern Language and Literatures											
Upper Division											
Colbourn	106	905	32	30	15.2	53%	32%	16.5	67%	43%	

Dean, College of Arts and Humanities

Fall 2022 Laboratory Utilization

- 32.4 average all hours at 52% station occupancy.
- The teaching lab was used at 50% of utilization guideline capacity.
- 21.8 daytime hours at 57% station occupancy.
- Teaching lab was used 10.6 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 32.9 average all hours at 50% station occupancy.
- The teaching lab was used at 49% of utilization guideline capacity.
- 23.8 daytime hours at 57% station occupancy.
- Teaching lab was used 9.1 WRH's in the evening.

Modern Languages and Literature Fall 2022 Laboratory Utilization

- 15.2 average all hours at 53% station occupancy.
- The teaching lab was used at 32% of utilization guideline capacity.
- 13.7 daytime hours at 58% station occupancy.
- Teaching lab was used 1.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 16.5 average all hours at 67% station occupancy.
- The teaching lab was used at 43% of utilization guideline capacity.
- 13.5 daytime hours at 62% station occupancy.
- Teaching lab was used 3.0 WRH's in the evening.

College of Engineering and Computer Science

College Laboratory Summary

The College of Engineering and Computer Science has 16 scheduled teaching laboratories totaling 16,331 ASF (assignable square feet) with 450 teaching stations based on the course section limits. *Note: Engineering I Rooms 461 A & B are assigned to Electrical and Computer Engineering and are used as part of a lab complex. Engineering II Room 116F is an embedded lecture space assigned to Civil Engineering that used in tandem with their teaching lab. These rooms are classified as scheduled teaching labs with no reported use but used in relation with other labs.*

Fall 2022 Laboratory Utilization

- 16 teaching labs with scheduled use.
- 29.8 average all hours at 82% station occupancy.
- The teaching labs were used at 102% of the utilization guideline capacity.
- 25.1 average daytime hours at 83% station occupancy.
- Teaching labs were used 4.3 WRH in the evening.

Spring 2022 Laboratory Utilization

- 16 teaching labs with scheduled use.
- 29.0 average all hours at 81% station occupancy.
- The teaching labs were used at 98% of the utilization guideline capacity.
- 24.2 average daytime hours at 81% station occupancy.
- Teaching labs were used 4.4 WRH in the evening.

Weekly Room Hour Use by Instructional Level

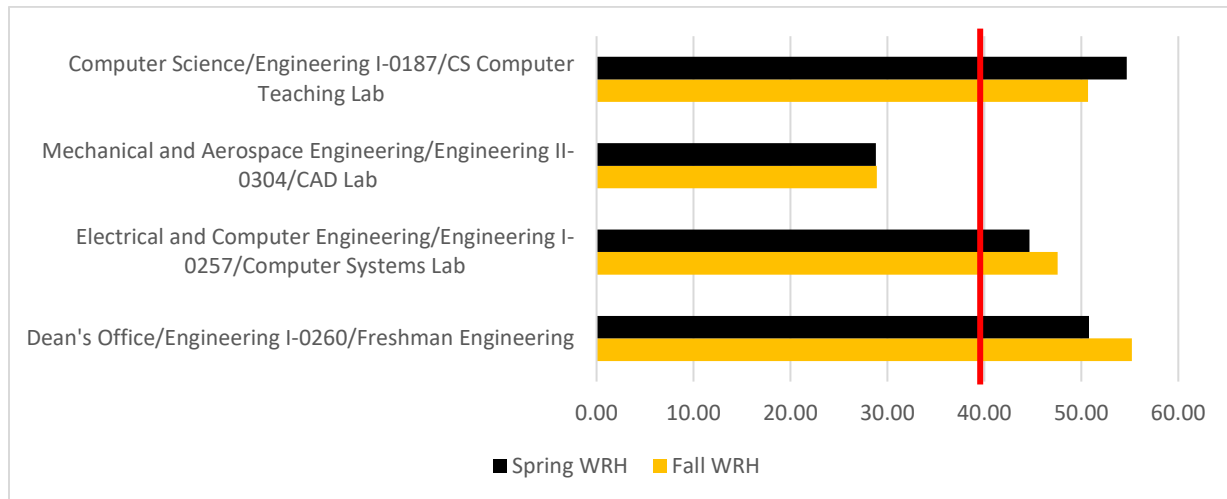
Tables 17a and 17b display the weekly room hour (WRH) use for each laboratory by level for the College. Computer Labs are included with the Lower Division labs since the utilization guideline expectation is 40 hours per week the same as for Lower Division labs. Each bar in the chart identifies the Department, Building, Room, and primary use for each laboratory. The red line highlights the guideline expectation of

SPACE UTILIZATION STUDY

FINAL REPORT

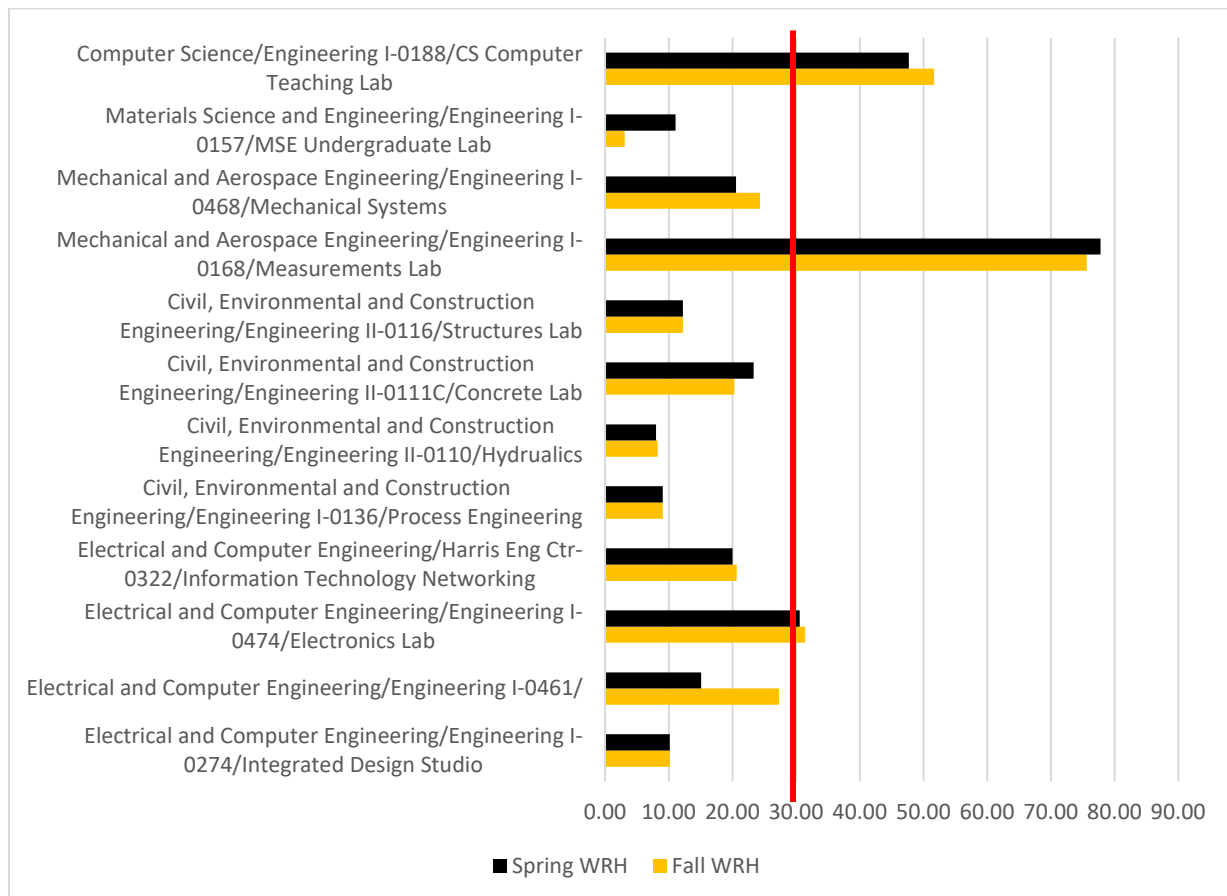
40 Weekly Room Hour (WRH) use for the Lower Division and Computer Labs and 30 for the upper division labs.

Table 17a: Fall 2022 and Spring 2022 WRH's Scheduled – Lower Division Labs and Computer Labs



- Three of the four computer labs were scheduled more than 40 hours for both terms.

Table 17b: Fall 2022 and Spring 2022 WRH's Scheduled – Upper Division Labs



SPACE UTILIZATION STUDY

FINAL REPORT

- Three (3) of the twelve (12) laboratories were scheduled above the minimum target for at least one of the terms.
- Five (5) of the laboratories were scheduled 15 hours or less for at least one of the terms.
- The Mechanical and Aerospace Engineering Measurements lab, Engineering I 0168, was scheduled 12 hours on Saturday and 20 hours in the evening.

Utilization by Department

The following tables include the weekly room hours, station occupancy percentage and percent of utilization capacity for each scheduled laboratory by department and level.

The percent utilization capacity is determined by dividing the current utilization – (Weekly Room Hour use x Station Occupancy %) by the Weekly Room Hour target guideline (40 hours for lower division and 30 hours for upper division) x 85% station occupancy target. Percentages exceeding 100% indicate the lab is currently used at or above the utilization target guideline recommendation. This might negatively impact the quality of instruction.

Note: Industrial Engineering and Management Systems does not have any labs assigned.

Civil, Environmental and Construction Engineering

Table 17c: Fall 2022 and Spring 2022 Utilization – Civil, Environmental and Construction Engineering

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Upper Division											
Engineering I	136	1,107	24	20	9.1	57%	20%	9.1	70%	25%	Process Eng.
Engineering II	110	1,148	27	20	8.2	76%	25%	8	99%	31%	Hydraulics
Engineering II	0111C	909	24	20	20.3	95%	76%	23.3	72%	66%	Concrete Lab
Engineering II	116	1,651	33	20	12.2	85%	41%	12.2	69%	33%	Structures Lab
Totals	4	4,815	108	80	12.5	83%	40%	13.2	75%	39%	

Fall 2022 Laboratory Utilization

- 12.5 average all hours at 83% station occupancy.
- The teaching labs were used at 40% of utilization guideline capacity.
- 12.2 daytime hours at 83% station occupancy.
- Teaching labs were used 0.3 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 13.2 average all hours at 75% station occupancy.
- The teaching labs were used at 39% of utilization guideline capacity.
- 12.9 daytime hours at 75% station occupancy.
- Teaching labs used 0.3 WRH's in the evening.

SPACE UTILIZATION STUDY

FINAL REPORT

Civil Environmental and Construction Engineering Summary Results

Only one lab, Engineering II 0111C, the concrete lab was scheduled more than 20 hours. The other three labs were scheduled less than 15 hours per week.

Computer Science Laboratory Utilization

Table 17d: Fall 2022 and Spring 2022 Utilization – Computer Science

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Engineering I	187	813	30	32	50.7	91%	135%	54.7	85%	137%	CS Computer Teaching Lab
Upper Division											
Engineering I	188	992	30	32	51.7	96%	195%	47.7	81%	151%	CS Computer Teaching Lab
Totals	2	1,805	60	64	51.2	94%	162%	51.2	83%	141%	

Fall 2022 Laboratory Utilization

- 51.2 average all hours at 94% station occupancy.
- The teaching labs were used at 162% of utilization guideline capacity.
- 47.9 daytime hours at 93% station occupancy.
- Teaching labs were used 3.3 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 51.2 average all hours at 83% station occupancy.
- The teaching labs were used at 141% of utilization guideline capacity.
- 42.7 daytime hours at 83% station occupancy.
- Teaching labs were used 8.5 WRH's in the evening.

Computer Science Summary Results

- Both teaching labs were scheduled well above utilization capacity.

SPACE UTILIZATION STUDY

FINAL REPORT

Dean, College of Engineering and Computer Science

Table 17e: Fall 2022 and Spring 2022 Utilization – Dean, College of Engineering and Computer Science

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Engineering I	260	989	40	38	55.2	98%	159%	50.8	93%	139%	Freshman Engineering

Fall 2022 Laboratory Utilization

- 55.2 average all hours at 98% station occupancy.
- The teaching lab was used at 159% of utilization guideline capacity.
- 48.6 daytime hours at 99% station occupancy.
- The teaching lab was scheduled 6.6 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 50.8 average all hours at 93% station occupancy.
- The teaching lab was used at 139% of utilization guideline capacity.
- 45.6 daytime hours at 95% station occupancy.
- The teaching lab was scheduled 5.2 WRH's in the evening.

Dean, Engineering and Computer Science Summary Results

- The teaching lab was scheduled well above utilization capacity.

SPACE UTILIZATION STUDY

FINAL REPORT

Electrical and Computer Engineering

Table 17f: Fall 2022 and Spring 2022 Utilization – Electrical and Computer Engineering

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Engineering I	257	1,138	30	38	47.6	70%	98%	44.6	78%	102%	Computer Systems Lab
Upper Division											
Engineering I	274	1,056	30	25	10.2	74%	29%	10.2	100%	40%	Integrated Design Studio
Engineering I	461	602	24	24	27.3	75%	81%	15.1	82%	49%	
Engineering I	474	1,300	36	39	31.4	70%	86%	30.6	71%	85%	Electronics Lab
Harris Eng Ctr	322	733	26	17	20.6	67%	54%	20	98%	77%	Information Technology Networking
Totals	5	4,829	146	143	27.4	71%	67%	24.1	79%	66%	

Fall 2022 Laboratory Utilization

- 27.4 average all hours at 71% station occupancy.
- The teaching labs were used at 67% of utilization guideline capacity.
- 21.9 daytime hours at 72% station occupancy.
- Teaching labs were used 5.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 24.1 average all hours at 79% station occupancy.
- The teaching labs were used at 66% of utilization guideline capacity.
- 20.8 daytime hours at 80% station occupancy.
- Teaching labs were used 3.3 WRH's in the evening.

Electrical and Computer Engineering Summary Results

- Engineering I 0257 – Computer Systems Lab was scheduled near utilization capacity.
- Engineering I 0274 – Integrated Design Studio was scheduled less than 15 hours both terms.

SPACE UTILIZATION STUDY FINAL REPORT

Mechanical and Aerospace Engineering

Table 17g: Fall 2022 and Spring 2022 Utilization – Mechanical and Aerospace Engineering

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Engineering II	304	1,000	50	50	28.9	83%	71%	28.8	78%	66%	CAD Lab
Upper Division											
Engineering I	168	1,454	24	24	75.6	69%	203%	77.8	76%	231%	Measurements Lab
Engineering I	468	638	20	21	24.3	93%	89%	20.6	100%	81%	Mechanical Systems
Engineering I	157	801	34	30	3.1	37%	4%	11.1	36%	15%	MSE Undergraduate Lab
Totals	4	3,893	128	125	33	77%	87%	34.6	76%	92%	

Fall 2022 Laboratory Utilization

- 33.0 average all hours at 77% station occupancy.
- The teaching labs were used at 87% of utilization guideline capacity.
- 24.8 daytime hours at 78% station occupancy.
- Teaching labs were used 8.2 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 34.6 average all hours at 76% station occupancy.
- The teaching labs were used at 92% of utilization guideline capacity.
- 25.3 daytime hours at 76% station occupancy.
- Teaching labs were used 9.3 WRH's in the evening.

Mechanical and Aerospace Engineering Summary Results

- The Measurements Lab, Engineering I 0168, was scheduled 12 hours on Saturday and 20 hours in the evening, well exceeding the utilization target for an upper division lab.
- The MSE Undergraduate Lab, Engineering I 0157, was scheduled less than 15 hours both terms.

College of Health Professions and Sciences

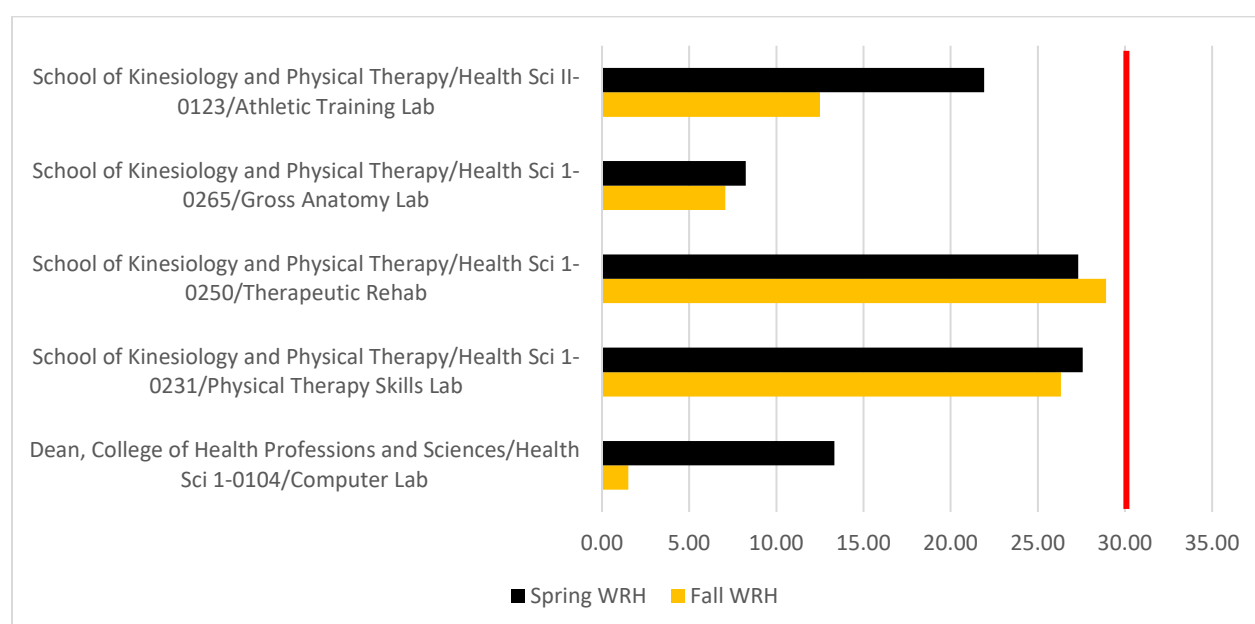
College Laboratory Summary

The College has five scheduled teaching laboratories totaling 6,612 ASF (assignable square feet) with 194 teaching stations based on the course section limits. *Note: The Educational Complex and Gyms Room 175 is classified as a scheduled teaching lab but had no reported use. The College indicated this room has multiple uses supporting both teaching and research.*

Weekly Room Hour Use by Instructional Level

The following charts and tables display the weekly room hour (WRH) use for each laboratory by instructional level for the College. Computer Labs are included with the Lower Division labs since the utilization guideline expectation is 40 hours per week the same as for Lower Division labs. Each bar in the chart identifies the Department, Building, Room, and primary use for each laboratory. The red line highlights the guideline expectation of 40 Weekly Room Hour (WRH) use for the Lower Division and Computer Labs and 30 for the Upper Division labs.

Table 18a: Fall 2022 and Spring 2022 WRH's Scheduled – Upper Division Labs / Computer Lab



- Three (3) laboratories, including the computer lab, Health Sci 1-0104, were scheduled less than 15 hours for one or both terms.

Utilization Detail

The following tables include the weekly room hours, station occupancy percentage and percent of utilization capacity for each scheduled laboratory by department and level.

The percent utilization capacity is determined by dividing the current utilization – (Weekly Room Hour use x Station Occupancy %) by the Weekly Room Hour target guideline (40 hours for lower division and 30 hours for upper division) x 85% station occupancy target. Percentages exceeding 100% indicate the lab is

SPACE UTILIZATION STUDY

FINAL REPORT

currently used at or above the utilization target guideline recommendation. This might negatively impact the quality of instruction.

Table 18b: Fall 2022 and Spring 2022 Utilization – College of Health Professions and Sciences

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Health Sci I	104	1,533	48	50	1.5	30%	1%	13.3	66%	26%	Computer Lab
Upper Division											
Health Sci I	231	1,255	38	39	26.3	99%	102%	27.6	82%	88%	Physical Therapy Skills Lab
Health Sci I	250	1,611	44	39	28.9	88%	99%	27.3	85%	91%	
Health Sci I	265	1,300	54	38	7.1	92%	26%	8.2	20%	7%	Gross Anatomy Lab
Health Sci II	123	913	29	28	12.5	71%	35%	21.9	65%	55%	Athletic Training Lab
Totals	5	6,612	213	194	15.3	89%	53%	19.7	72%	53%	

Fall 2022 Laboratory Utilization

- 15.3 average all hours at 89% station occupancy.
- The teaching labs were used at 53% of utilization guideline capacity.
- 15.0 daytime hours at 89% station occupancy.
- The teaching labs were used 0.3 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 19.7 average all hours at 72% station occupancy.
- The teaching labs were used at 53% of utilization guideline capacity.
- 18.9 daytime hours at 71% station occupancy.
- The teaching labs were used 0.8 WRH's in the evening.

Health Professions and Sciences Summary Results

- Health Sciences I Rooms 0231 and 0250, Physical Therapy Labs were scheduled more than 20 hours both terms with more than 80% station occupancy.
- The Gross Anatomy Lab, Health Sciences II was scheduled less than 10 hours both terms.
- Health Sciences I Room 0104 was only scheduled 1.5 hours fall term. This was a significant decline from Spring 2022.

College of Medicine

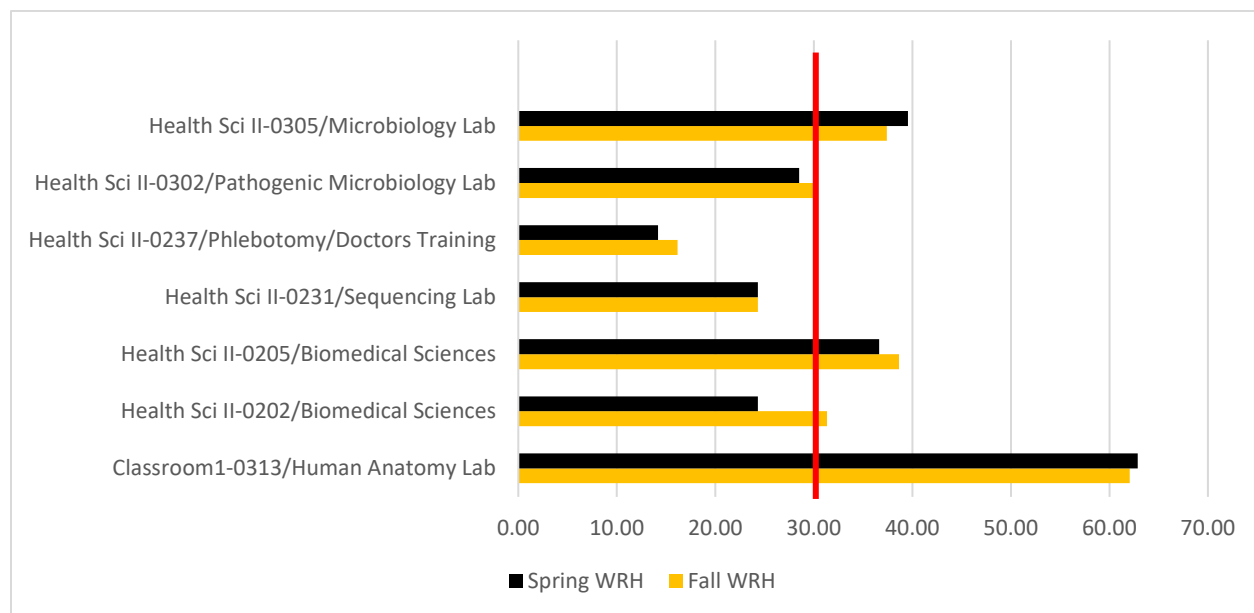
College Laboratory Summary

The College of Medicine has seven (7) scheduled teaching laboratories totaling 10,838 ASF (assignable square feet) with 286 teaching stations based on the course section limits. All labs are Upper Division.

Weekly Room Hour Use by Instructional Level

The following tables and charts display the weekly room hour (WRH) use for each laboratory by instructional level for the College. Computer Labs are included with the Lower Division labs since the utilization guideline expectation is 40 hours per week the same as for Lower Division labs. Each bar in the chart identifies the Department, Building, Room, and primary use for each laboratory. The red line highlights the guideline expectation of 40 Weekly Room Hour (WRH) use for the lower division and computer labs and 30 for the upper division labs.

Table 19a: Fall 2022 and Spring 2022 Daytime WRH's Scheduled – Upper Division Labs



- Five (5) of the seven (7) laboratories were scheduled at or above the minimum target for one or both terms.
- The Anatomy Lab, Classroom I-Room 0313, was scheduled more than 60 hours.
- Health Sci II-Rooms 0302 and 0305 (Microbiology) and Health Science II Rooms 0202 and 0205 (Biomedical Sciences) either match or exceed the 30-hour expectation in at least one term.

Utilization Detail

The following tables include the weekly room hours, station occupancy percentage and percent of utilization capacity for each scheduled laboratory by department and level.

The percent utilization capacity is determined by dividing the current utilization – (Weekly Room Hour use x Station Occupancy %) by the Weekly Room Hour target guideline (40 hours for lower division and 30 hours for upper division) x 85% station occupancy target. Percentages exceeding 100% indicate the lab is currently used at or above the utilization target guideline recommendation. This might negatively impact the quality of instruction.

SPACE UTILIZATION STUDY

FINAL REPORT

Table 19b: Fall 2022 and Spring 2022 Utilization – College of Medicine

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Upper Division											
Classroom I	313	2,093	46	46	62.1	89%	217%	62.9	94%	232%	Human Anatomy Lab
Health Sci II	202	1,384	40	32	31.3	60%	74%	24.3	44%	42%	Biomedical Sciences
Health Sci II	205	1,394	28	49	38.6	88%	134%	36.6	97%	139%	Biomedical Sciences
Health Sci II	231	1,337	34	48	24.3	41%	39%	24.3	32%	30%	Sequencing Lab
Health Sci II	237	1,455	32	30	16.2	88%	56%	14.2	90%	50%	Phlebotomy/Doctors Training
Health Sci II	302	1,473	48	48	30.3	54%	64%	28.5	54%	60%	Pathogenic Microbiology Lab
Health Sci II	305	1,702	46	46	37.4	90%	132%	39.6	95%	148%	Microbiology Lab
Totals	7	10,838	274	299	34.3	76%	102%	32.9	78%	101%	

Fall 2022 Laboratory Utilization

- 34.3 average all hours at 76% station occupancy.
- The teaching labs were used at 102% of utilization guideline capacity.
- 31.8 daytime hours at 76% station occupancy.
- Teaching labs were used 2.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 32.9 average all hours at 78% station occupancy.
- The teaching labs were used at 101% of utilization guideline capacity.
- 30.6 daytime hours at 80% station occupancy.
- Teaching labs used 2.3 WRH's in the evening.

College of Medicine Summary Results

The following teaching labs were scheduled more than 35 weekly room hours for both terms exceeding the minimum target guideline:

- Classroom Building, I, Room 0313, Human Anatomy Lab;
- Health Sciences II, Room 0205, Biomedical Science; and
- Health Sciences II, Room 0305, Microbiology.
- Health Sciences II, Rooms 0202 and 0302 exceeded the target guideline in the Fall term.

College of Sciences

College Laboratory Summary

The College of Sciences has forty-two (42) scheduled teaching laboratories totaling 47,792 ASF (assignable square feet) with 1,611 teaching stations based on the course section limits.

Fall 2022 Laboratory Utilization

- 41 teaching labs with scheduled use
- 25.6 average all hours at 82% station occupancy
- The teaching labs were used at 88% of the utilization guideline capacity.
- 22.6 average daytime hours at 84% station occupancy
- The teaching labs were used 3 WRH in the evening.

Spring 2022 Utilization

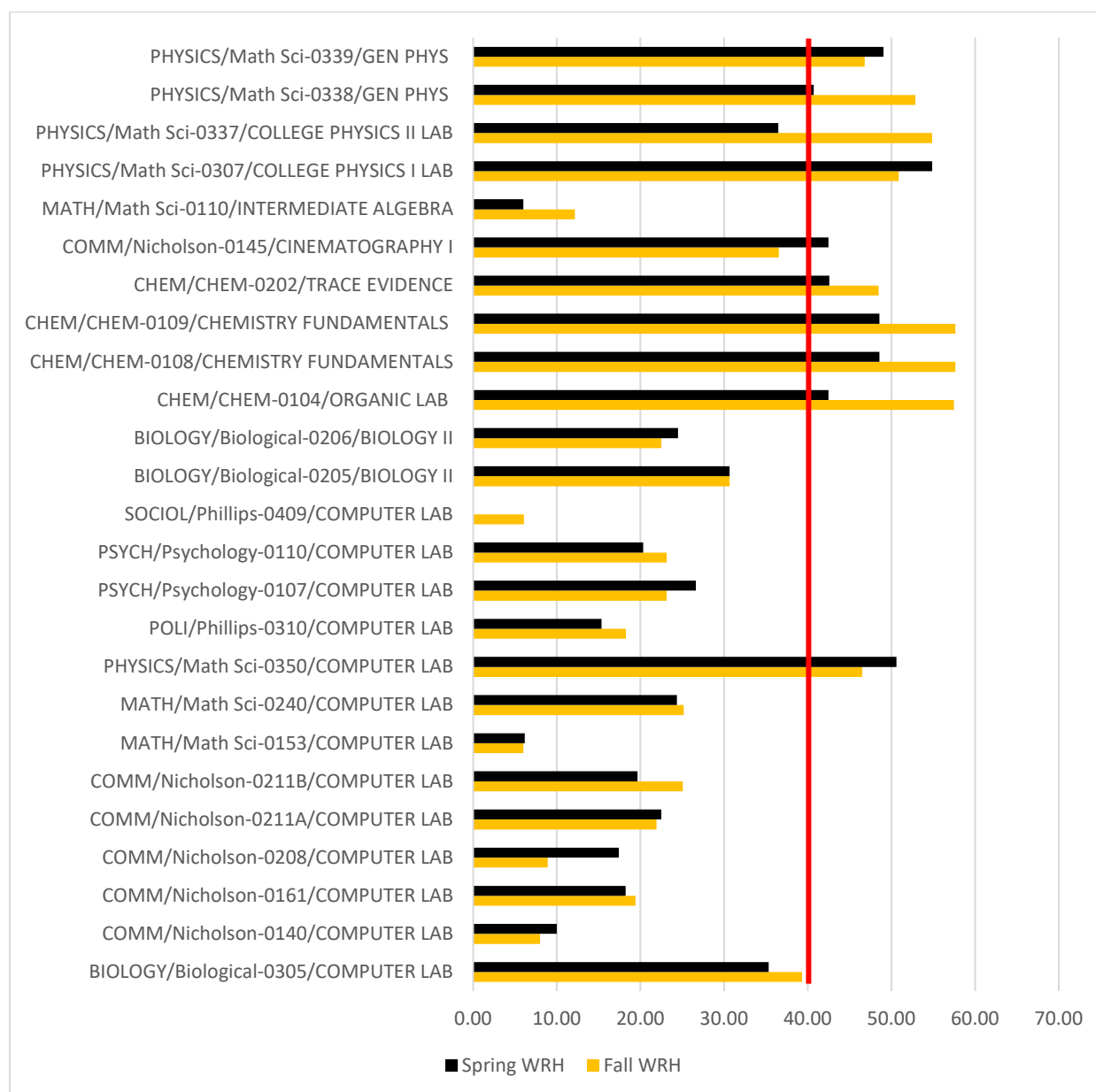
- 40 teaching labs with scheduled use
- 25.2 average all hours at 78% station occupancy.
- The teaching labs were used at 81% of the utilization guideline capacity.
- 22.3 average daytime hours at 79% station occupancy.
- The teaching labs were used 2.9 WRH in the evening.

Weekly Room Hour Use by Instructional Level

The following tables and charts display the weekly room hour (WRH) use for each laboratory by instructional level for the College. Computer labs are included with the Lower Division labs since the utilization guideline expectation is 40 hours per week the same as for Lower Division labs. Each bar in the chart identifies the Department, Building, Room, and primary use for each laboratory. The red line highlights the guideline expectation of 40 Weekly Room Hour (WRH) use for the lower division and computer labs and 30 for the upper division labs.

SPACE UTILIZATION STUDY FINAL REPORT

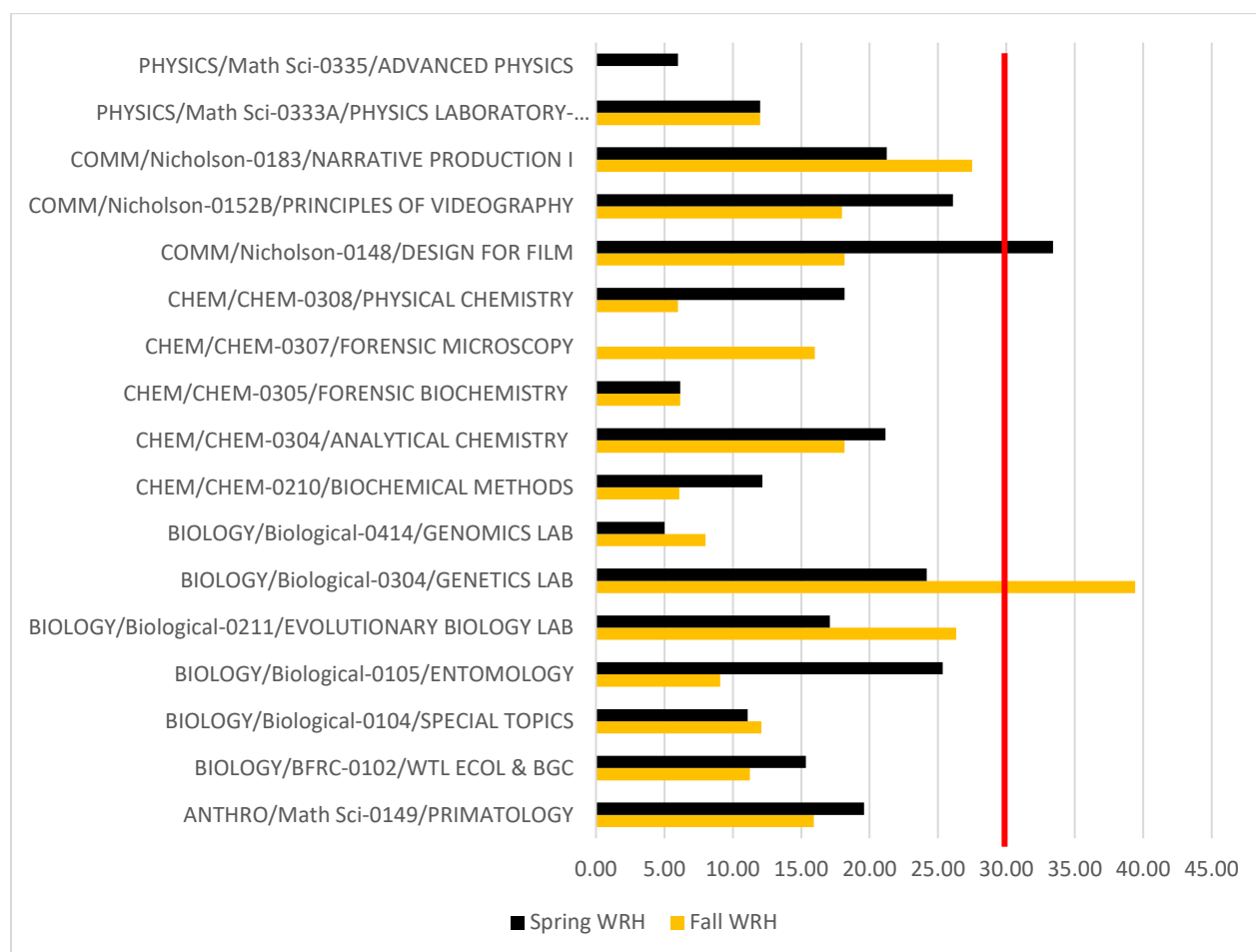
Table 20a: Fall 2022 and Spring 2022 WRH's Scheduled – Lower Division and Computer Labs



- Thirteen (13) of the twenty-five (25) labs are computer labs.
- Only one (1) of the thirteen (13) computer labs was scheduled more than 40 hours in both terms. One exceeded the target in Spring 2022.
- Three (3) of the computer labs were scheduled less than 15 hours for both terms
- Twelve (12) of the twenty-five (25) labs are lower division.
- Eight (8) of the twelve (12) lower division laboratories were scheduled more than 40 hours.
- Only one (1) lower division laboratory was scheduled less than 15 hours for both terms.

SPACE UTILIZATION STUDY FINAL REPORT

Table 20b: Fall 2022 and Spring 2022 WRH's Scheduled – Upper Division Labs



- Nine (9) of the seventeen (17) laboratories were scheduled less than 15 hours for one or both terms.
- Only one (1) teaching lab, Biology Bldg., Room 0304, was scheduled more than 30 hours for one of the terms.

Utilization by Department

The following tables include the weekly room hours, station occupancy percentage and percent of utilization capacity for each scheduled laboratory by department and instructional level.

The percent utilization capacity is determined by dividing the current utilization – (Weekly Room Hour use x Station Occupancy %) by the Weekly Room Hour target guideline (40 hours for lower division and 30 hours for upper division) x 85% station occupancy target. Percentages exceeding 100% indicate the lab is currently used at or above the utilization target guideline recommendation. This might negatively impact the quality of instruction.

SPACE UTILIZATION STUDY

FINAL REPORT

Biology

Table 20c: Fall 2022 and Spring 2022 Utilization – Biology

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Biological	305	1,395	30	30	39.3	68%	78%	35.3	61%	63%	ECOLOGY LAB
Lower Division											
Biological	205	1,349	48	48	30.6	90%	81%	30.6	100%	90%	BIOLOGY II
Biological	206	1,375	48	48	22.5	99%	87%	24.5	100%	96%	BIOLOGY II
Upper Division											
Biological	104	1,165	30	22	12.1	90%	43%	11.1	84%	36%	SPECIAL TOPICS
Biological	105	1,041	24	24	9.1	40%	14%	25.3	94%	93%	ENTOMOLOGY
Biological	211	1,484	48	48	26.3	51%	53%	17.1	61%	41%	EVOLUTIONARY BIOLOGY
Biological	304	1,421	48	24	39.4	97%	150%	24.2	100%	95%	GENETICS LAB
Biological	414	967	30	15	8	100%	31%	5	100%	20%	GENOMICS LAB
Bio Field Research	102	1,226	24	24	11.3	71%	31%	15.3	100%	60%	WTL ECOL & BGC
Totals	9	11,423	330	283	22.1	79%	57%	20.9	87%	60%	

Fall 2022 Laboratory Utilization

- 22.1 average all hours at 79% station occupancy.
- The teaching labs were used at 57% of utilization guideline capacity.
- 21.6 daytime hours at 79% station occupancy.
- Teaching labs were used 0.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 20.9 average all hours at 87% station occupancy.
- The teaching labs were used at 60% of utilization guideline capacity.
- 20.0 daytime hours at 88% station occupancy.
- Teaching labs were used 0.9 WRH's in the evening.

Biology Summary Results

- Biological 0304, Genetics Lab, was scheduled just under 40 hours Fall term and Biological 0305, Ecology, was scheduled more just under 40 hours both Fall and Spring terms.
- Biological 0105, Entomology Lab, was scheduled less than 10 hours in Fall 2022, a significant decrease from Spring 2022 of 25.3 hours.
- Biological Sciences Room 0414, Genomics Lab was scheduled at less than 10 hours both terms.

SPACE UTILIZATION STUDY

FINAL REPORT

Chemistry

Table 20d: Fall 2022 and Spring 2022 Utilization – Chemistry

Inventory Data					Fall 2022			Spring 2022			Primary Use
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	
Lower Division											
CHEM	104	1,092	24	24	57.5	79%	133%	42.5	90%	113%	ORGANIC LAB
CHEM	108	1,072	24	24	57.6	100%	169%	48.6	90%	128%	CHEMISTRY FUNDAMENTALS
CHEM	109	1,092	24	24	57.6	100%	169%	48.6	97%	139%	CHEMISTRY FUNDAMENTALS
CHEM	202	1,130	24	24	48.5	87%	124%	42.6	87%	109%	TRACE EVIDENCE
Upper Division											
CHEM	210	1,130	24	24	6.1	67%	16%	12.2	46%	22%	BIOCHEMICAL
CHEM	304	1,130	24	24	18.2	86%	61%	21.2	89%	74%	ANALYTICAL CHEMISTRY
CHEM	305	1,110	24	10	6.2	125%	30%	6.2	110%	27%	FORENSIC BIOCHEM
CHEM	307	1,108	24	18	16	104%	65%			0%	FORENSIC MICROSCOPY
CHEM	308	1,110	24	22	6	55%	13%	18.2	92%	66%	PHYSICAL CHEMISTRY
Totals	9	9,974	216	194	32.9	91%	91%	29	89%	80%	

Fall 2022 Laboratory Utilization

- 32.9 average all hours at 91% station occupancy.
- The teaching labs were used at 91% of utilization guideline capacity.
- 26.0 daytime hours at 90% station occupancy.
- Teaching labs were used 6.9 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 29 average all hours at 89% station occupancy.
- The teaching labs were used at 80% of utilization guideline capacity.
- 23.3 daytime hours at 89% station occupancy.
- Teaching labs were used 5.7 WRH's in the evening.

Chemistry Summary Results

- All of the lower division teaching labs (CHEM 0104, 0108, 0109, and 0202) were scheduled more than 40 hours both terms with a station occupancy over 90% for most of the labs. All of these labs exceeded the utilization capacity threshold of 100%.
- CHEM 0210, Bio Chem, and CHEM 0305, Forensic Bio Chem, were scheduled less than 15 hours both terms.
- CHEM 0307 was only scheduled in the Fall 2022 term.

SPACE UTILIZATION STUDY

FINAL REPORT

Mathematics

Table 20e: Fall 2022 and Spring 2022 Utilization – Mathematics

Inventory Data					Fall 2022						
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Math Sciences	0240/0241/0242*	7,059	315	400	25.2	75%	56%	24.3	54%	38%	COMPUTER LAB
Math Sciences	153	1,556	68	37	6	45%	8%	6.2	62%	11%	COMPUTER LAB
Lower Division											
Math Sciences	110	613	21	20	12.2	85%	30%	6	60%	11%	ALGEBRA
Totals	3	9,228	404	457	14.4	75%	32%	12.2	54%	19%	

Listed as three rooms in the inventory but 0240 is scheduled in conjunction with 241 & 242.

Fall 2022 Utilization

- 14.4 average all hours at 75% station occupancy.
- The labs were used at 32% of utilization guideline capacity.
- 12.7 daytime hours at 81% station occupancy.
- Labs were used 1.7 WRH's in the evening.

Spring 2022 Utilization

- 12.2 average all hours at 54% station occupancy.
- The labs were used at 19% of utilization guideline capacity.
- 11.8 daytime hours at 58% station occupancy.
- Labs were used 0.4 WRH's in the evening.

Mathematics Summary Results

Math Sciences Room 0110 was scheduled less than 10 hours both terms. Math Sciences Room 0153 was scheduled less than ten hours for one term.

SPACE UTILIZATION STUDY

FINAL REPORT

Nicholson School of Communication and Media

Table 20f: Fall 2022 and Spring 2022 Utilization – Nicholson School of Communication and Media

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Nicholson	140	739	20	20	8	58%	14%	10	61%	18%	COMPUTER LAB
Nicholson	161	567	20	20	19.4	72%	41%	18.2	68%	37%	COMPUTER LAB
Nicholson	208	700	21	20	8.9	77%	20%	17.4	89%	46%	COMPUTER LAB
Nicholson	0211A	552	20	20	21.9	75%	49%	22.5	66%	44%	COMPUTER LAB
Nicholson	0211B	528	20	20	25.1	82%	60%	19.7	81%	47%	COMPUTER LAB
Lower Division											
Nicholson	145	924	59	59	36.6	85%	121%	42.5	74%	124%	CINEMATOGRAPHY
Upper Division											
Nicholson	148	590	39	36	18.2	50%	35%	33.4	72%	95%	DESIGN FOR FILM
Nicholson	0152B	698	18	17	18	80%	57%	26.1	85%	86%	PRINCIPLES OF VIDEOGRAPHY
Nicholson	183	546	26	25	27.5	65%	70%	21.2	64%	53%	NARRATIVE PRODUCTION
Total	9	5,844	243	237	22	75%	52%	24.8	74%	59%	

Note: Nicholson 0143D8, a seminar room, was scheduled less than 5 hours Fall, was not scheduled Spring term and is excluded from this analysis.

Fall 2022 Laboratory Utilization

- 22.0 average all hours at 75% station occupancy.
- The teaching labs were used at 52% of utilization guideline capacity.
- 16.3 daytime hours at 78% station occupancy.
- Teaching labs were used 5.7 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 24.8 average all hours at 74% station occupancy.
- The teaching labs were used at 59% of utilization guideline capacity.
- 18.1 daytime hours at 75% station occupancy.
- Teaching labs were used 6.7 WRH's in the evening.

Communication and Media Summary Results

- Nicholson 0145 was scheduled more than 36 hours Fall term and 42 hours Spring Term.
- Nicholson 0140 and 0208, computer labs, were scheduled less than 15 hours for at least one of the terms.

SPACE UTILIZATION STUDY

FINAL REPORT

Physics

Table 20g: Fall 2022 and Spring 2022 Utilization – Physics

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
Math Sci	350	2,107	99	99	46.5	94%	129%	50.6	96%	142%	PHYSICS II
Lower Division											
Math Sci	307	863	32	32	50.9	92%	137%	54.9	85%	137%	PHYSICS I
Math Sci	337	787	30	32	54.9	95%	153%	36.5	93%	100%	PHYSICS II
Math Sci	338	947	28	28	52.9	99%	154%	40.7	96%	115%	GEN PHYS
Math Sci	339	1,329	32	32	46.8	92%	127%	49.1	90%	131%	GEN PHYS
Upper Division											
Math Sci	0333A	542	19	30	12	72%	34%	12	85%	40%	ELECTRONICS
Math Sci	335	459	15	24			0%	6	92%	22%	ADVANCED PHYSICS
Totals	7	7,034	255	277	44	94%	122%	35.7	93%	98%	

Fall 2022 Laboratory Utilization

- 44.0 average all hours at 94% station occupancy.
- The teaching labs were used at 122% of utilization guideline capacity.
- 33.4 daytime hours at 94% station occupancy.
- Teaching labs were used 10.6 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 35.7 average all hours at 93% station occupancy.
- The teaching labs were used at 98% of utilization guideline capacity.
- 32.8 daytime hours at 94% station occupancy.
- Teaching labs were used 2.9 WRH's in the evening.

Physics Summary Results

- All of the lower division labs and the one computer lab (Math Sci 0307, 0337, 0338, 0339 and 0350) were scheduled more than 35 hours both terms with station occupancy over 90% for most of the labs.
- The Advanced Physics lab, Math Sci 0335, was only scheduled 6 hours during Spring term.

SPACE UTILIZATION STUDY

FINAL REPORT

Other College of Sciences Labs

Psychology has two teaching labs and the School of Politics, Security and International Affairs, Sociology, and Anthropology have one each listed in the table below

Table 20h: Fall 2022 and Spring 2022 Utilization – Other College of Sciences Labs

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Psychology											
Computer Lab											
Psychology	107	998	40	40	23.1	67%	46%	26.6	59%	46%	COMPUTER LAB
Psychology	110	986	40	40	23.1	69%	47%	20.3	81%	48%	COMPUTER LAB
Totals	2	1,984	80	80	23.1	68%	46%	23.5	68%	47%	
School of Politics, Security and International Affairs											
Computer Lab											
Phillips	310	1,064	36	35	18.3	79%	42%	15.3	71%	32%	COMPUTER LAB
Sociology											
Computer Lab											
Phillips	409	442	16	20	6.1	38%	7%			0%	COMPUTER LAB
Anthropology											
Upper Division											
Math Sci	149	799	28	28	15.9	73%	45%	19.6	60%	46%	PRIMATOLOGY

Psychology

Fall 2022 Laboratory Utilization

- 23.1 average all hours at 68% station occupancy.
- The teaching labs were used at 46% of utilization guideline capacity.
- 22.4 daytime hours at 67% station occupancy.
- Teaching labs were used 0.7 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 23.5 average all hours at 68% station occupancy.
- The teaching labs were used at 47% of utilization guideline capacity.
- 21.6 daytime hours at 69% station occupancy.
- Teaching labs were used 1.9 WRH's in the evening.

School of Politics, Society and International Affairs

Fall 2022 Laboratory Utilization

- 18.3 average all hours at 79% station occupancy.
- The teaching lab was used at 42% of utilization guideline capacity.

- 15.2 daytime hours at 84% station occupancy.
- The teaching lab was used 3.1 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 15.3 average all hours at 71% station occupancy.
- The labs were used at 32% of utilization guideline capacity.
- 15.3 daytime hours at 71% station occupancy.
- The lab was not scheduled in the evening.

Sociology

Fall 2022 Laboratory Utilization

- 6.1 average all hours at 38% station occupancy.
- The lab was used at 7% of utilization guideline capacity.
- 6.1 daytime hours at 38% station occupancy.
- The lab was not scheduled in the evening.

Spring 2022 Laboratory Utilization

- The lab was not scheduled in the Spring.

Anthropology

Fall 2022 Laboratory Utilization

- 15.9 average all hours at 73% station occupancy.
- The teaching lab was used at 45% of utilization guideline capacity.
- 12.9 daytime hours at 56% station occupancy.
- The teaching lab was used 3.0 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 19.6 average all hours at 60% station occupancy.
- The labs were used at 46% of utilization guideline capacity.
- 16.6 daytime hours at 45% station occupancy.
- Lab was used 3.0 WRH's in the evening.

Other Colleges

The College of Community Innovation and Education has two (2) teaching labs; College of Optics and Photonics has one lab; and the provost has one lab presented in the table below.

SPACE UTILIZATION STUDY

FINAL REPORT

Table 21a: Fall 2022 and Spring 2022 Utilization – Others

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
College of Community Innovation and Education											
Computer Lab											
Teaching Academy	303	1,417	36	36	3.1	47%	4%	8.9	53%	14%	Computer lab
Teaching Academy	305	1,417	36	30	3.1	47%	4%	12.1	52%	19%	Computer lab
Totals	2	2,834	72	66	3.1	47%	4%	10.5	53%	16%	
College of Optics and Photonics											
Upper Division											
CREOL	A0210	616	10	24	26.3	72%	74%	17.2	62%	42%	
Provost											
Computer Lab											
Classroom I	219	1,383	59	50	31.7	60%	56%	42.9	58%	74%	Computer lab

College of Community Innovation and Education

Fall 2022 Laboratory Utilization

- 3.1 average all hours at 47% station occupancy.
- The teaching labs were used at 4% of utilization guideline capacity.
- 1.8 daytime hours at 47% station occupancy.
- Teaching labs were used 1.3 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 10.5 average all hours at 53% station occupancy.
- The teaching labs were used at 16% of utilization guideline capacity.
- 6.0 daytime hours at 47% station occupancy.
- Teaching labs were used 4.5 WRH's in the evening.

College of Optics and Photonics Fall 2022 Utilization

Fall 2022 Laboratory Utilization

- 26.3 average all hours at 72% station occupancy.
- The teaching lab was used at 74% of utilization guideline capacity.
- 24.3 daytime hours at 77% station occupancy.
- Teaching lab was used 2.0 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 17.2 average all hours at 62% station occupancy.
- The teaching lab was used at 42% of utilization guideline capacity.
- 15.1 daytime hours at 65% station occupancy.
- Teaching lab was used 2.1 WRH's in the evening.

Provost

Fall 2022 Laboratory Utilization

- 31.7 average all hours at 60% station occupancy.
- The computer lab was used at 56% of utilization guideline capacity.
- 21.3 daytime hours at 53% station occupancy.
- Computer Lab was used 10.4 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 42.9 average all hours at 58% station occupancy.
- The computer lab was used at 74% of utilization guideline capacity.
- 33.1 daytime hours at 52% station occupancy.
- Computer Lab was used 9.8 WRH's in the evening.

UCF Downtown Campus

Campus Laboratory Inventory Summary

There are four (4) labs assigned to Provost that are exclusively used for UCF courses totaling 5,185 ASF (assignable square feet) with 163 teaching stations based on the course section limits. All of these labs are computer labs.

Another six (6) labs that are shared with Valencia College totaling 6,183 ASF (assignable square feet) with 167 teaching stations based on the course section limits. Five (5) of the six (6) labs are lower division and one (1) is a computer lab.

Therefore, the campus has a total of ten (10) scheduled teaching laboratories totaling 11,368 ASF (assignable square feet) with 330 teaching stations based on the course section limits.

Fall 2022 Utilization for the 10 Teaching Labs

- 18.6 average daytime hours at 79% station occupancy
- The teaching labs were used at 44% of the utilization guideline capacity.
- 11.9 average daytime hours at 79% station occupancy
- Teaching labs were used 6.7 WRH in the evening.

Spring 2022 Utilization for the 10 Teaching Labs

- 19.2 average daytime hours at 61% station occupancy.
- The teaching labs were used at 35% of the utilization guideline capacity.
- 16.8 average daytime hours at 64% station occupancy.
- Teaching labs were used 2.4 WRH in the evening.

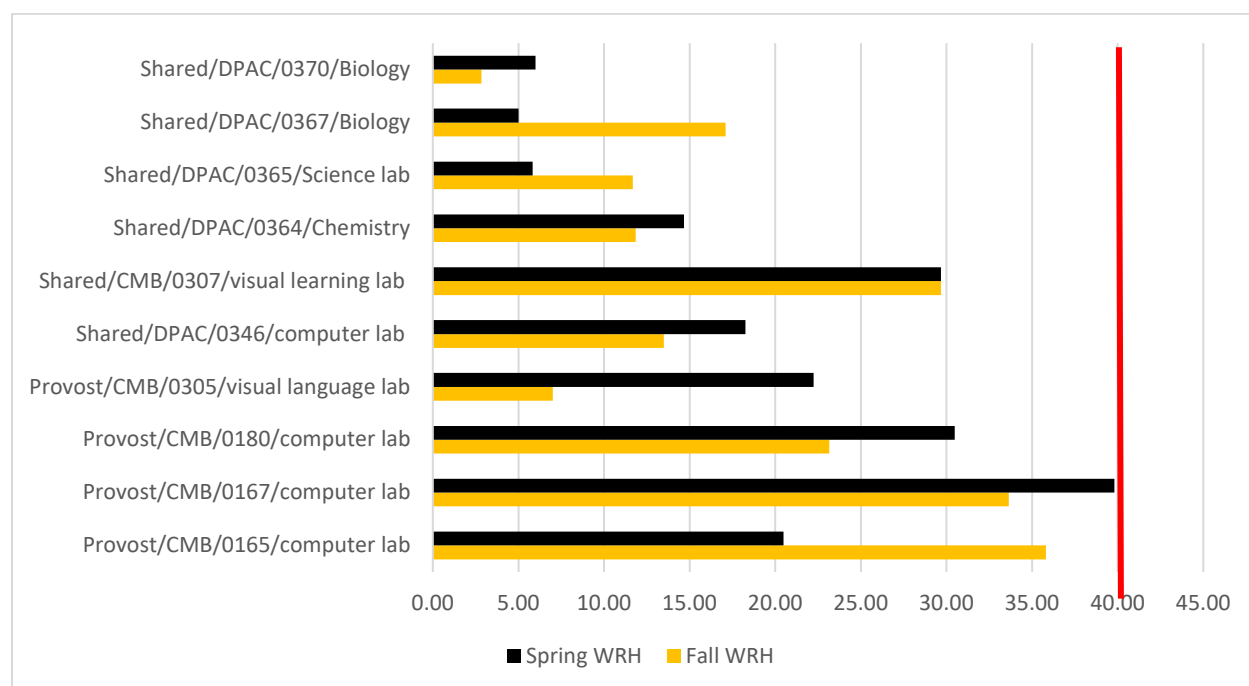
Weekly Room Hour Use by Instructional Level

The following tables and charts display the weekly room hour (WRH) use for each laboratory by instructional level for the College. Computer labs are included with the Lower Division labs since the utilization guideline expectation is 40 hours per week the same as for Lower Division labs. Each bar in the chart identifies the Department, Building, Room, and primary use for each laboratory. The red line

SPACE UTILIZATION STUDY FINAL REPORT

highlights the guideline expectation of 40 Weekly Room Hour (WRH) use for the lower division and computer labs and 30 for the upper division labs.

Table 22a: Fall 2022 and Spring 2022 WRH's Scheduled – Lower Division and Computer Labs



- Only three (3) labs were scheduled for more than 30 hours for one term.
- Six (6) of the labs were scheduled for less than 15 hours for one term.

Utilization Detail

The following tables include the weekly room hours, station occupancy percentage and percent of utilization capacity for each scheduled laboratory by department and instructional level.

The percent utilization capacity is determined by dividing the current utilization – (Weekly Room Hour use x Station Occupancy %) by the Weekly Room Hour target guideline (40 hours for lower division and 30 hours for upper division) x 85% station occupancy target. Percentages exceeding 100% indicate the lab is currently used at or above the utilization target guideline recommendation. This might negatively impact the quality of instruction.

SPACE UTILIZATION STUDY

FINAL REPORT

UCF Teaching Labs

Table 22b: Fall 2022 and Spring 2022 Utilization – Provost

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
CMB	165	1,290	42	42	35.8	78%	83%	20.5	76%	46%	computer lab
CMB	167	1,236	45	45	33.6	88%	87%	39.8	91%	106%	computer lab
CMB	180	1,619	46	46	23.2	69%	47%	30.5	72%	64%	computer lab
CMB	305	1,040	31	30	7	74%	15%	22.2	73%	48%	visual language lab A
Totals	4	5,185	164	163	24.9	79%	58%	28.3	80%	66%	

Fall 2022 Laboratory Utilization

- 24.9 average all hours at 79% station occupancy.
- The teaching labs were used at 58% of utilization guideline capacity.
- 20.3 daytime hours at 87% station occupancy.
- Labs were used 4.6 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 28.3 average all hours at 80% station occupancy.
- The teaching labs were used at 66% of utilization guideline capacity.
- 25.2 daytime hours at 83% station occupancy.
- Labs were used 3.1 WRH's in the evening.

Shared Teaching Labs

Table 22c: Fall 2022 and Spring 2022 Utilization – Labs Shared with Valencia College

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Computer Lab											
DPAC	346	921	48	45	13.5	44%	24%	18.3	28%	20%	computer lab
Lower Division											
CMB	307	726	20	20	29.7	154%	134%	29.7	27%	23%	visual learning lab
DPAC	364	1,281	24	24	11.8	61%	21%	14.7	11%	5%	Chemistry
DPAC	365	1,124	30	30	11.7	42%	15%	5.8	10%	2%	Science lab
DPAC	367	1,105	24	24	17.1	65%	33%	5	4%	1%	Biology
DPAC	370	1,026	24	24	2.8	79%	7%	6	6%	1%	Biology
Totals	6	6,183	170	167	14.4	79%	34%	13.2	69%	27%	

Fall 2022 Laboratory Utilization

- 14.4 average all hours at 79% station occupancy.
- The teaching labs were used at 34% of utilization guideline capacity.
- 10.6 daytime hours at 49% station occupancy.
- Labs were used 3.8 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 13.2 average all hours at 69% station occupancy.
- The teaching labs were used at 27% of utilization guideline capacity.
- 11.2 daytime hours at 19% station occupancy.
- Labs were used 2 WRH's in the evening.

Summary Results

- CMB Room 0307, one (1) visual learning lab was scheduled more than 25 hours. Fall term there were several sections scheduled at the same time which drives the station occupancy well over 100%.
- The other five (5) labs were scheduled well below weekly room guidelines and station occupancy was very low for most labs.

UCF Research Park

Campus Laboratory Inventory Summary

There are two (2) scheduled teaching labs assigned to College of Nursing totaling 2,748 ASF (assignable square feet) with 48 teaching stations based on the course section limits. *Note: there are another ten rooms classified as scheduled teaching labs assigned to Nursing totaling over 3,400 ASF that had no recorded use. Students report to Rooms 601, 604, or 650B and then disburse from there. Therefore, these rooms are used in conjunction with the labs that have reported usage.*

The School of Visual Arts and Design has three animation class labs in Orlando Tech 500 that are scheduled internally by the school. No reported scheduling data was available to assess the utilization of these labs. Also, the National Center for Forensic Science has a computer lab with no reported use.

Fall 2022 Laboratory Utilization

- 12.5 average daytime hours at 95% station occupancy
- The teaching labs were used at 47% of the utilization guideline capacity.
- 12.5 average daytime hours at 95% station occupancy
- No evening scheduled laboratory use.

Spring 2022 Laboratory Utilization

- No Spring term scheduled laboratory use.

SPACE UTILIZATION STUDY

FINAL REPORT

Table 23a: Fall 2022 and Spring 2022 Utilization – UCF Research Park

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
Lower Division											
UTWR	604	1,109	24	24	12.5	95%	47%	0		0%	Health Assessment
UTWR	0650B	1,639	32	24	12.5	95%	47%	0		0%	Nursing
Totals	2	2,748	56	48	12.5	95%	47%	0			

UCF Rosen Hospitality Management Campus

Campus Laboratory Inventory Summary

There are two scheduled labs assigned to the Dean, Rosen College of Hospitality Management totaling 5,324 ASF (assignable square feet) with 90 teaching stations based on the course section limits. *Note: there are also eight rooms classified as scheduled teaching labs totaling another 12,366 ASF that have no reported usage and therefore could not be analyzed. These areas include a Training Dining Room, Demonstration Kitchen and Food Lab 2.*

Fall 2022 Laboratory Utilization

- 17.3 average daytime hours at 55% station occupancy
- The teaching labs were used at 31% of the utilization guideline capacity.
- 12.8 average daytime hours at 78% station occupancy
- Teaching labs were used 4.5 WRH's in the evening.

Spring 2022 Laboratory Utilization

- 7.5 average daytime hours at 65% station occupancy.
- The teaching labs were used at 18% of the utilization guideline capacity.
- 7.5 average daytime hours at 65% station occupancy
- Teaching labs were not used in the evening.

Table 24a: Fall 2022 and Spring 2022 Utilization – UCF Rosen Campus

Inventory Data					Fall 2022			Spring 2022			
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity	Primary Use
ROSEN COLLEGE OF HOSPITALITY	126	2,460	50	50	7.3	81%	23%	8.8	79%	27%	Mixology Lab
ROSEN COLLEGE OF HOSPITALITY	123	2,863	25	40	27.4	46%	37%	6.1	40%	7%	Food Lab 1
Totals	2	5,323	75	90	17.3	55%	31%	7.5	65%	18%	

Computer Labs

A preliminary assessment identified fifty-six (56) rooms that may be classified as conventional computer labs on four of the campuses included in this report. The Main Campus has forty-seven (47) labs totaling 48,452 square feet with 1,825 seats as reported in the inventory. Twenty-three (23) of those labs had scheduled use Fall or Spring term.

The UCF Research Park has two (2) labs totaling 1,692 square feet but neither was scheduled Fall or Spring term.

The UCF Rosen Hospitality Management Campus also had two (2) labs totaling 3,481 ASF also not scheduled Fall or Spring term and the UCF Downtown Campus had five labs totaling 5,925 square feet. Four (4) of the Downtown labs were scheduled Fall or Spring term.

Main Campus

Fall 2022 Utilization for the 23 Scheduled Computer Labs

- 27.4 average daytime hours at 78% station occupancy
- The labs were used at 57% of the utilization guideline capacity.

Spring 2022 Utilization for the 22 Scheduled Computer Labs

- 27.4 average daytime hours at 71% station occupancy.
- The labs were used at 57% of the utilization guideline capacity.

The following table details the weekly room hour use, station occupancy percent and utilization capacity based on utilization expectations of 40 weekly room hours of use with 85% of the teaching stations occupied by college and room assignment.

SPACE UTILIZATION STUDY

FINAL REPORT

Table 25a: Fall 2022 and Spring 2022 Utilization – Main Campus Computer Labs

Inventory Data						Fall 2022			Spring 2022		
College - Dept	Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity
Academic Affairs											
PROVOST	Classroom I	219	1,383	59	50	31.7	60%	56%	42.9	58%	74%
College of Arts and Humanities											
DEAN	Colbourn	116	911	40	34	32.4	52%	50%	32.9	50%	49%
VISUAL	Visual Arts	215	1,943	40	36	42	89%	110%	48	88%	125%
	Subtotal	2	2,854	80	70	37	74%	81%	40	73%	87%
College of Community Innovation and Education											
DEAN	Teaching Acad	303	1,417	36	36	3.1	47%	4%	8.9	53%	14%
	Teaching Acad	305	1,417	36	30	3.1	47%	4%	12.1	52%	19%
	Subtotal	2	2,834	72	66	3	47%	4%	10	53%	16%
College of Engineering and Computer Science											
COMPSCI	Engineering I	187	813	30	32	50.7	91%	135%	54.7	85%	137%
DEAN	Engineering I	260	989	40	38	55.2	98%	159%	50.8	93%	139%
ELEC	Engineering I	257	1,138	30	38	47.6	70%	98%	44.6	78%	102%
MECH	Engineering II	304	1,000	50	50	28.9	83%	71%	28.8	78%	66%
	Sub Total	4	3,940	150	158	46	86%	115%	45	84%	111%
College of Health Professions and Sciences											
DEAN	Health Sci I	104	1,533	48	50	1.5	30%	1%	13.3	66%	26%
College of Sciences											
BIOLOGY	Biological	305	1,395	30	30	39.3	68%	78%	35.3	61%	63%
	Nicholson	140	739	20	20	8	58%	14%	10	61%	18%
COMM	Nicholson	161	567	20	20	19.4	72%	41%	18.2	68%	37%
	Nicholson	208	700	21	20	8.9	77%	20%	17.4	89%	46%
	Nicholson	0211A	552	20	20	21.9	75%	49%	22.5	66%	44%
	Nicholson	0211B	528	20	20	25.1	82%	60%	19.7	81%	47%
MATH	Math Sci	153	1,556	68	37	6	45%	8%	6.2	62%	11%
	Math Sci	240	7,059	315	400	25.2	75%	56%	24.3	54%	38%
PHYSICS	Math Sci	350	2,107	99	99	46.5	94%	129%	50.6	96%	142%
POLI	Phillips	310	1,064	36	35	18.3	79%	42%	15.3	71%	32%
PSYCH	Psychology	107	998	40	40	23.1	67%	46%	26.6	59%	46%
	Psychology	110	986	40	40	23.1	69%	47%	20.3	81%	48%
SOCIOL	Phillips	409	442	16	20	6.1	38%	7%			0%
	Sub Total	13	18,693	745	801	21	78%	48%	22	68%	45%
	Totals	23	31,237	1,154	1,195	24.7	78%	57%	27.4	71%	57%

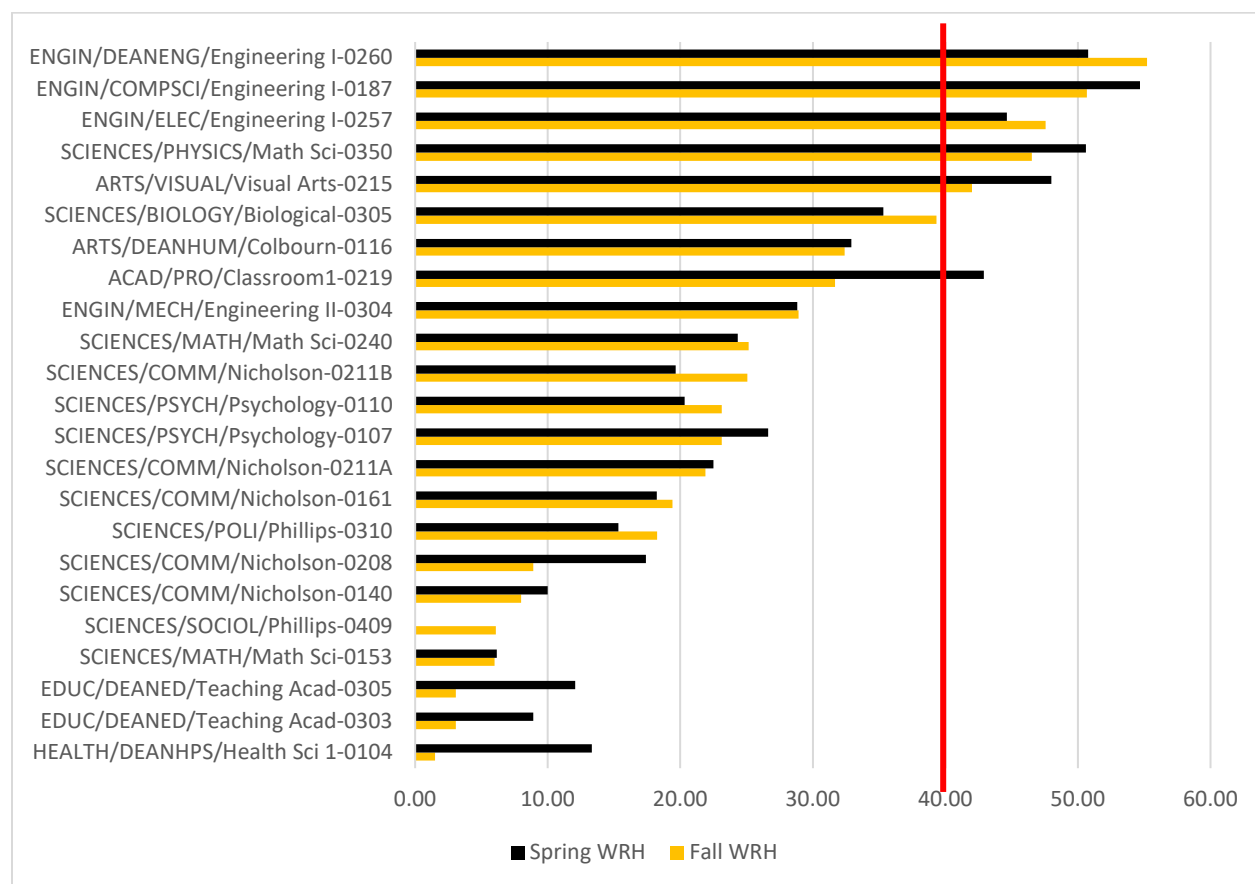
SPACE UTILIZATION STUDY FINAL REPORT

- Computer labs that were scheduled above utilization expectations Fall and / or Spring Term:
- School of Visual Arts and Design / Visual Arts / Room 0215
- Computer Science / Engineering I / Room 0260
- Deans Office / Engineering I / Room 0187
- Physics / Math Sci / Room 0350
- Computer labs that with exceedingly low utilization in the Fall term:
- Health Sciences I/CHPS/Room 0104
- Teaching Academy/CCIE/ Rooms 0303 and 0305
- Howard Phillips/Sociology/Room 0409
- Utilization in the Spring term improved for the Health Sciences I and Teaching Academy labs.

Highest to Lowest Weekly Room Hours Scheduled Use

The following table displays the weekly room hour (WRH) use for each computer laboratory from highest to lowest use based on the Fall schedule data. Each bar in the chart identifies the College, Department, Building and Room for each laboratory. The red line highlights the guideline expectation of 40 Weekly Room Hour (WRH) use for computer labs.

Table 25b: Fall 2022 and Spring 2022 WRH's Scheduled –Main Campus Computer Labs



- Six (6) teaching labs were scheduled more than 40 hours per week for at least one term.
- Seven (7) teaching labs were scheduled less than 10 hours per week for at least one term.

SPACE UTILIZATION STUDY

FINAL REPORT

Downtown Campus

Fall 2022 Utilization for the 4 Scheduled Computer Labs

- 24.9 average daytime hours at 74% station occupancy
- The labs were used at 54% of the utilization guideline capacity.

Spring 2022 Utilization for the 4 Scheduled Computer Labs

- 28.3 average daytime hours at 73% station occupancy.
- The labs were used at 61% of the utilization guideline capacity.

The following table details the weekly room hour use, station occupancy percent and utilization capacity based on utilization expectations of 40 weekly room hours of use with 85% of the teaching stations occupied by college and room assignment.

Table 25c: Fall 2022 and Spring 2022 Utilization – Downtown Campus Computer Labs

Inventory Data					Fall 2022			Spring 2022		
Building	Room Number	ASF	Inventory Capacity	Teaching Stations	Total WRH	SO%	Utilization Capacity	Total WRH	SO%	Utilization Capacity
CMB	165	1,290	42	42	35.8	78%	83%	20.5	76%	46%
CMB	167	1,236	45	45	33.6	88%	87%	39.8	91%	106%
CMB	180	1,619	46	46	23.2	69%	47%	30.5	72%	64%
CMB	305	1,040	31	30	7	74%	15%	22.2	73%	48%
Totals	4	5,185	164	163	24.9	74%	54%	28.3	73%	61%

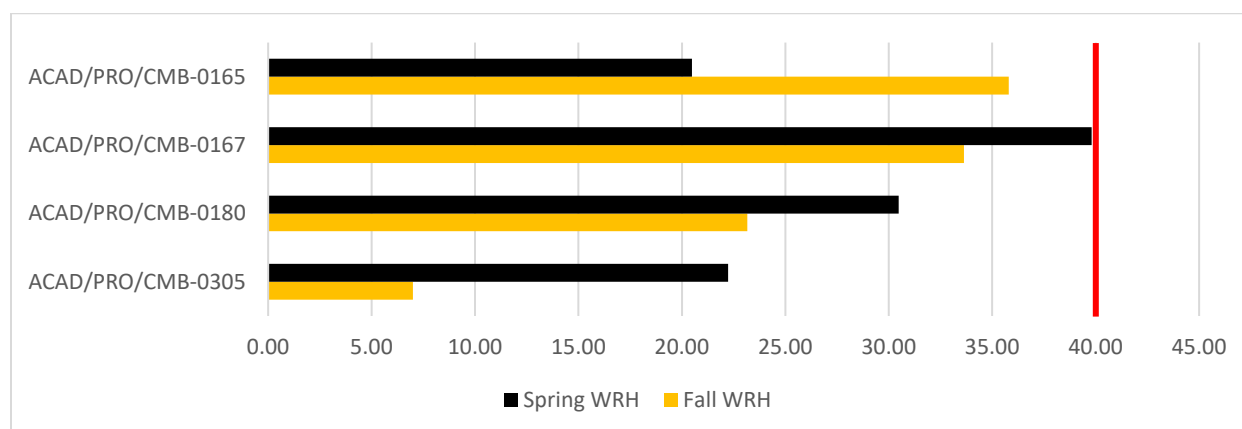
- CMB 0167 was scheduled at 106% of utilization capacity in the Spring term.
- CMB 0305 was scheduled less than 10 hours Fall term.

Highest to Lowest Weekly Room Hours Scheduled Use

The following tables display the weekly room hour (WRH) use for each computer laboratory based on the Fall schedule data. Each bar in the chart identifies the College, Department, Building and Room for each laboratory. The red line highlights the guideline expectation of 40 Weekly Room Hour (WRH) use for the computer labs.

SPACE UTILIZATION STUDY FINAL REPORT

Table 25d: Fall 2022 and Spring 2022 WRH's Scheduled –Downtown Campus Computer Labs



- Only CMB Room 0167 matched the 40-hour utilization target in the Spring term

Supplemental Lab Data Tables

The following tables present two utilization groupings of the instructional labs: Labs with More Than 30 WRH of Use and Labs with Less than 15 WRH of Scheduled Use. Additional future assessment of those labs with less than 15 WRH might be warranted to determine any opportunities for improvement for the utilization of these labs.

Labs Used More Than 30 Hours per Week - Fall 2022 & Spring 2022

Note: Level-- LD = Lower Division; UD = Upper Division; CL = Computer Lab

Table 26a: Labs Used More Than 30 Hours per Week Both Terms

Campus/College/Department	Level	Building	Room No.	Lab Type	WRH Fall 2022	WRH Spring 2022
UCF Main Campus						
College/Assignment						
Provost	CL	Classroom I	219	Computer Programming Lab	31.7	42.9
College of Arts and Humanities						
Dean, College of Arts and Humanities	CL	Colbourn	116	Computer lab	32.4	32.9
Music	UD	Performing Arts	M0150	Orchestra rehearsal	35.2	37.8
School of Visual Arts and Design	LD	Visual Arts	114	Design & Visual Communications	48	53
School of Visual Arts and Design	UD	Visual Arts	146	Computer Lab	33	36.3
School of Visual Arts and Design	LD	Visual Arts	210	Drawing	48	53
School of Visual Arts and Design	LD	Visual Arts	212	Drawing	54.2	55.3
School of Visual Arts and Design	CL	Visual Arts	215	Graphic design	42	48
School of Visual Arts and Design	LD	Visual Arts	222	2D design lab	54	48
Theatre	LD	Perform. Arts	T0107	Dance lab/Studio 1	38.8	35.8

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/College/Department	Level	Building	Room No.	Lab Type	WRH Fall 2022	WRH Spring 2022
Coll. of Engineering & Computer Science						
Computer Science	CL	Engineering I	187	CS Computer Teaching Lab	50.7	54.7
Computer Science	UD	Engineering I	188	CS Computer Teaching Lab	51.7	47.7
Dean, Coll of Engin. & Computer Science	CL	Engineering I	260	Freshman Engineering	55.2	50.8
Electrical and Computer Engineering	CL	Engineering I	257	Computer Systems Lab	47.6	44.6
Electrical and Computer Engineering	UD	Engineering I	474	Electronics Lab	31.4	30.6
Mechanical and Aerospace Engineering	UD	Engineering I	168	Measurements Lab	75.6	77.8
College of Medicine						
Burnett School of Biomedical Sciences	UD	Classroom I	313	Human Anatomy Lab	62.1	62.9
Burnett School of Biomedical Sciences	UD	Health Sci II	205	Biomedical Sciences	38.6	36.6
Burnett School of Biomedical Sciences	UD	Health Sci II	305	Microbiology Lab	37.4	39.6
College of Sciences						
Biology	LD	Biological	205	General Biology	30.6	30.6
Biology	CL	Biological	305	Ecology	39.3	35.3
Chemistry	LD	CHEM	104	Forensic Chemistry	57.5	42.5
Chemistry	LD	CHEM	108	General Chemistry	57.6	48.6
Chemistry	LD	CHEM	109	General Chemistry	57.6	48.6
Chemistry	LD	CHEM	202	Forensic Chemistry	48.5	42.6
Nicholson School of Comm. & Media	LD	Nicholson	145	Film screening room	36.6	42.5
Physics	LD	Math Sci	307	General Physics	50.9	54.9
Physics	LD	Math Sci	337	General Physics	54.9	36.5
Physics	LD	Math Sci	338	General Physics	52.9	40.7
Physics	LD	Math Sci	339	General Physics	46.8	49.1
Physics	CL	Math Sci	350	General Physics	46.5	50.6
Main Campus Totals			31		46.7	39.8
UCF Downtown Campus						
Provost	CL	CMB	167	Computer Lab	33.6	39.8

- The Mechanical and Aerospace Engineering Measurements Lab, Engineering I, is scheduled 12 hours on Saturday and 20 hours in the evening.

SPACE UTILIZATION STUDY

FINAL REPORT

Labs More than 30 Hours per Week One Term

Table 26b: Labs Used More Than 30 Hours per Week One Term

Campus/College/Department	Level	Building	Room	Lab Type	WRH Fall 2022	WRH Spring 2022
Main Campus						
College/Assignment						
College of Arts and Humanities						
School of Visual Arts and Design	UD	Visual Arts	104	Computer Lab	30.2	24.2
Theatre	UD	Performing Arts	T0110	Drama Lab/Studio 2	35	27.7
Theatre	UD	Nicholson	108	Acting Rehearsal Space	17	32.2
College of Medicine						
Burnett School of Biomedical Sci	UD	Health Sci II	202	Biomedical Sciences	31.3	24.3
Burnett School of Biomedical Sci	UD	Health Sci II	302	Pathogenic Microbiology Lab	30.3	28.5
College of Sciences						
Biology	UD	Biological	304	Genetics	39.4	24.2
Nicholson School of Comm and Media	UD	Nicholson	148	Production Program	18.2	33.4
Main Campus Totals			7		28.8	27.8
UCF Downtown Campus						
College/Assignment						
Provost	CL	CMB	165	Computer Lab	35.8	20.5
Provost	CL	CMB	180	computer lab	23.2	30.5

Labs Used Less Than 15 Hours per Week - Fall 2022 & Spring 2022

Table 26c: Labs Used Less Than 15 Hours per Week both Terms

Campus/College/Department	Level	Building	Room No.	Lab Type	WRH Fall 2022	WRH Spring 2022
UCF Main Campus						
College/Assignment						
College of Arts and Humanities						
Music	UD	Performing Arts	M0114	Chamber music	5	6
Music	UD	Performing Arts	M0140	Percussion /Ensemble room	2	4
Coll. of Community Innovation & Education						
Dean, Coll. of Community Innovation & Education	CL	Teaching Academy	303	Computer Lab	3.1	8.9
Dean, Coll. of Community Innovation & Education	CL	Teaching Academy	305	CASTLE Lab	3.1	12.1
Coll. of Engineering & Computer Science						
Civil, Environmental and Construction Engineering	UD	Engineering I	136	Process Engineering	9.1	9.1
Civil, Environmental and Construction Engineering	UD	Engineering II	110	Hydraulics	8.2	8
Civil, Environmental and Construction Engineering	UD	Engineering II	116	Structures Lab	12.2	12.2

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/College/Department	Level	Building	Room No.	Lab Type	WRH Fall 2022	WRH Spring 2022
Electrical and Computer Engineering	UD	Engineering I	274	Integrated Design Studio	10.2	10.2
Materials Science and Engineering	UD	Engineering I	157	MSE Undergraduate Lab	3.1	11.1
College of Health Professions and Sciences						
Dean, College of Health Professions and Sciences	CL	Health Sci 1	104	Health Info/Medical Records	1.5	13.3
School of Kinesiology and Physical Therapy	UD	Health Sci 1	265	Gross Anatomy Lab	7.1	8.2
College of Sciences						
Biology	UD	Biological	104	Ecology	12.1	11.1
Biology	UD	Biological	414	Genome Sciences	8	5
Chemistry	UD	CHEM	210	Biochemistry	6.1	12.2
Chemistry	UD	CHEM	305	Forensic Chemistry	6.2	6.2
Mathematics	LD	Math Sci	110	Computer Programming	12.2	6
Nicholson School of Communication and Media	CL	Nicholson	140	News room	8	10
Physics	UD	Math Sci	0333A	General Physics	12	12
Main Campus Totals			18		7.2	9.2
UCF Downtown Campus						
Shared Space	LD	DPAC	365	Environmental Science	5.8	5.8
Shared Space	LD	DPAC	367	Biology	2.8	5

Labs Used Less than 15 Hours per Week for One Term

Table 26d: Labs Used Less Than 15 Hours per Week for One Term

Campus/College/Department	Level	Building	Room No.	Lab Type	WRH Fall 2022	WRH Spring 2022
UCF Main Campus						
College of Arts and Humanities						
School of Visual Arts and Design	LD	Visual Arts	220	Painting Studio	12	18
Theatre	UD	Performing Arts	T0204	Keyboard Lab	4	18.8
College of Health Professions and Sci						
School of Kinesiology & Physical Therapy	UD	Health Sci II	123	Athletic Training Lab	12.5	21.9
College of Sciences						
Biology	UD	BFRC	102	Zoology/Animal Biology	11.3	15.3
Biology	UD	Biological	105	Zoology/Animal Biology	9.1	25.3
Chemistry	UD	CHEM	308	Forensic Chemistry	6	18.2
Nicholson School of Comm. & Media	CL	Nicholson	208	Computer Lab	8.9	17.4
College of Medicine						
Burnett School of Biomedical Sciences	UD	Health Sci II	237	Phlebotomy/Doctors Training	16.2	14.2
Main Campus Totals			8		10	18.6
UCF Downtown Campus						
Provost	CL	CMB	305	Visual Language Lab A	7	22.2
Shared Space	UD	DPAC	346	Shared Computer Lab	13.5	18.3

SPACE UTILIZATION STUDY

FINAL REPORT

Appendix 14: Workspace Needs Calculations

Campus/ Division/ Department	Existing Office ASF	Calculated ASF Need	Diff from Existing
UCF Main Campus			
University Relations			
Alumni Relations	5,163	2,829	2,334
Athletics	31,540	30,568	972
Board Relations	310	489	(179)
Diversity, Equity and Inclusion	1,660	3,416	(1,756)
General Counsel	2,679	1,916	763
Government and Community Relations	653	845	(192)
Military and Veteran Student Success	1,504	1,032	472
Multicultural Student Center	3,940	1,216	2,724
Ombuds	298	370	(72)
President's Office	5,764	2,397	3,367
Social Justice and Advocacy	1,551	469	1,082
Student Accessibility Services	2,782	2,508	274
Trio Programs	2,717	2,447	270
University Compliance, Ethics and Risk	8,726	7,176	1,550
University Events and Engagement	1,471	723	748
President Total	70,758	58,400	12,358
Provost and Executive VP for Academic Affairs			
Digital Learning	358	427	(69)
Faculty Cluster Initiative	10,432	5,195	5,237
Faculty Excellence	3,650	1,839	1,811
Nanoscience Technology Center	2,872	1,898	974
Office of Research	2,547	4,615	(2,068)
Provost	15,360	3,560	11,800
UCF Global	11,206	11,226	(20)
UCF Information Technology	21,783	22,113	(330)
UCF Libraries	14,569	10,684	3,885
Academic Affairs Total	82,777	61,556	21,221
Burnett Honors College Total	5,873	2,714	3,159
College of Arts and Humanities			
Center for Humanities and Digital Research	866	243	623
College of Arts and Humanities Student Advising	1,960	1,105	855
Dean, College of Arts and Humanities	8,594	5,579	3,015
English	6,914	7,161	(247)
History	7,324	6,061	1,263
Modern Language and Literatures	8,427	7,362	1,065
Philosophy	4,204	3,641	563
School of Performing Arts	16,040	11,467	4,573
School of Visual Arts and Design	6,496	6,696	(200)
Texts and Technology	1,172	362	810
Women and Gender Studies	777	275	502
Writing and Rhetoric	7,357	6,924	433
College of Arts and Humanities Total	70,131	56,878	13,253
College of Business Administration			
Accounting	5,198	4,030	1,168
Dean, College of Business Administration	8,833	4,122	4,711
DeVos Sport Business Management	1,460	1,647	(187)

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/ Division/ Department	Existing Office ASF	Calculated ASF Need	Diff from Existing
Economics	6,411	3,021	3,390
Finance and Phillips School of Real Estate	6,512	3,492	3,020
Integrated Business	3,935	2,967	968
Management	6,920	3,880	3,040
Marketing	6,843	2,360	4,483
Office of Professional Development	5,469	2,398	3,071
College of Business Administration Total	51,581	27,917	23,664
College of Community Innovation and Education			
Counselor Education and School Psychology	4,505	3,481	1,024
Criminal Justice	6,757	5,407	1,350
Dean, College of Community Innovation and Education	27,966	9,720	18,246
Educational Leadership and Higher Education	1,752	2,095	(343)
Florida Center for Students with Unique Abilities	2,089	967	1,122
Learning Sciences and Educational Resources	1,885	2,695	(810)
School of Global Health Management and Informatics	193	132	61
School of Teacher Education	8,685	11,796	(3,111)
Toni Jennings Exceptional Education Institute	2,130	789	1,341
College of Community Innovation and Education Total	55,962	37,083	18,879
College of Engineering and Computer Science			
Advanced Materials Processing Analysis Center	1,816	543	1,273
Air Force ROTC	3,104	1,205	1,899
Army ROTC	4,317	2,513	1,804
Civil, Environmental and Construction Engineering	9,718	8,822	896
Computer Science	7,824	9,158	(1,334)
Dean, College of Engineering and Computer Science	19,466	10,512	8,954
Electrical and Computer Engineering	10,869	7,227	3,642
Industrial Engineering and Management Systems	6,605	3,959	2,646
Materials Science and Engineering	4,453	1,635	2,818
Mechanical and Aerospace Engineering	14,574	8,918	5,656
College of Engineering and Computer Science Total	82,746	54,491	28,255
College of Graduate Studies Total	7,681	6,609	1,072
College of Health Professions and Sciences			
Dean, College of Health Professions and Sciences	11,816	4,798	7,018
Health Sciences	2,410	3,279	(869)
School of Communication Sciences and Disorders	3,672	4,209	(537)
School of Kinesiology and Physical Therapy	6,051	4,702	1,349
School of Social Work	6,374	4,550	1,824
College of Health Professions and Sciences Total	30,323	21,537	8,786
College of Medicine			
Burnett School of Biomedical Sciences	8,381	9,578	(1,197)
Dean, College of Medicine	506	680	(174)
Student Health Services	14,092	14,396	(304)
College of Medicine Total	22,979	24,655	(1,676)
College of Optics and Photonics Total	16,201	12,129	4,072
College of Sciences			
Anthropology	3,816	3,281	535
Biology	9,691	8,222	1,469
Chemistry	9,456	7,616	1,840

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/ Division/ Department	Existing Office ASF	Calculated ASF Need	Diff from Existing
Dean, College of Sciences	12,422	7,209	5,213
iSTEM	1,587	806	781
Mathematics	13,492	9,845	3,647
Nicholson School of Communication and Media	8,008	8,220	(212)
Physics	15,514	11,301	4,213
Psychology	10,883	15,735	(4,852)
School of Politics, Security and International Affairs	9,277	5,617	3,660
Sociology	6,573	4,061	2,512
Statistics and Data Science	5,216	2,981	2,235
UCF Restores	1,797	2,250	(453)
College of Sciences Total	107,732	87,143	20,589
College of Undergraduate Studies			
Dean, College of Undergraduate Studies	1,984	1,783	201
Interdisciplinary Studies	2,116	1,744	372
College of Undergraduate Studies Total	4,100	3,527	573
Rosen College of Hospitality Management Total	859	508	351
Student Success and Well Being			
Academic Services for Student-Athletes	3,343	1,967	1,376
Career Planning and Academic Engagement	10,162	5,081	5,081
Center for Higher Education Innovation	209	265	(56)
Counseling and Psychological Services	8,455	5,798	2,657
Creative School for Children	770	1,210	(440)
Experiential Learning	3,564	1,192	2,372
First Year Experience	1,472	1,204	268
Fraternity and Sorority Life	2,172	379	1,793
Housing and Residence Life	13,572	9,130	4,442
Knights Major Exploration and Transition Center	1,758	1,210	548
Office of Student Involvement	2,620	2,669	(49)
Office of Student Rights and Responsibilities	4,652	1,364	3,288
Pre-Health and Pre-Law Advising	625	708	(83)
Recreation and Wellness Center	8,042	6,754	1,288
Registrar's Office	5,617	4,280	1,337
SDES Student Leadership Development	840	1,190	(350)
SSWB Administrative Operations	9,911	7,227	2,684
Student Academic Resource Center	1,806	1,368	438
Student Financial Assistance	7,918	5,145	2,773
Student Government	1,486	911	575
Student Legal Services	1,834	922	912
Student Success and Advising	404	867	(463)
Student Union	7,844	1,029	6,815
Transfer Center	469	647	(178)
Undergraduate Admissions	9,473	4,590	4,883
Student Success and Well Being Total	109,018	67,108	41,910
Senior VP for Administration and Finance			
Administration and Finance	2,241	4,373	(2,132)
Financial Affairs	947	582	365
UCF Police Department	19,747	6,901	12,846
Administration and Finance Total	22,935	11,855	11,080
Facilities and Business Operations Total	30,030	31,627	(1,597)

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/ Division/ Department	Existing Office ASF	Calculated ASF Need	Diff from Existing
Unassigned	3,265	0	3,265
UCF Main Campus Totals	774,951	565,737	209,214
UCF Research Park			
President	33,295	31,627	1,668
Advancement and CEO UCF Foundation	16,909	16,749	160
Communications and Marketing	7,061	4,985	2,076
University Audit	2,387	1,167	1,220
WUCF - TV	5,105	3,015	2,090
President Total	31,462	25,916	5,546
Provost and Executive VP for Academic Affairs			
Academic Program Quality	1,503	1,022	481
Analytics and Integrated Planning	3,555	2,171	1,384
Digital Learning	24,122	13,841	10,281
Florida Space Institute	6,486	2,684	3,802
Nanoscience Technology Center	7,830	3,946	3,884
Office of Research	18,178	17,980	198
Operational Excellence and Assessment Support	2,306	629	1,677
Provost	5,186	2,605	2,581
UCF Information Technology	18,734	6,147	12,587
Academic Affairs Total	87,900	51,024	36,876
College of Arts and Humanities			
School of Visual Arts and Design	1,532	661	871
College of Arts and Humanities Total	1,532	661	871
College of Community Innovation and Education			
Center for Community Schools	2,269	1,379	890
College of Community Innovation and Education Total	2,269	1,379	890
College of Engineering and Computer Science			
Advanced Materials Processing Analysis Center	2,095	219	1,877
Computer Science	2,154	397	1,757
Mechanical and Aerospace Engineering	642	132	510
College of Engineering and Computer Science Total	4,891	747	4,144
College of Graduate Studies			
Institute for Simulation and Training	25,412	11,196	14,216
College of Graduate Studies Total	25,412	11,196	14,216
College of Health Professions and Sciences			
Center for Autism and Related Disabilities	1,830	1,716	114
Dean, College of Health Professions and Sciences	1,140	0	1,140
School of Communication Sciences and Disorders	3,246	1,738	1,508
School of Social Work	1,271	607	664
College of Health Professions and Sciences Total	7,487	4,061	3,426
College of Medicine			
Burnett School of Biomedical Sciences	2,136	1,260	876
College of Medicine Total	2,136	1,260	876
College of Nursing Total	18,823	11,988	6,835
College of Sciences			
Anthropology	435	265	171
Biology	116	132	(16)
Ctr for Global Economics & Environmental Opportunity	831	132	699
Lou Frey Institute	1,710	525	1,185

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/ Division/ Department	Existing Office ASF	Calculated ASF Need	Diff from Existing
Mathematics	140	132	8
National Center for Forensic Science	6,557	1,308	5,249
Psychology	1,764	397	1,367
Sociology	367	265	103
College of Sciences Total	11,920	3,155	8,765
Student Success and Well Being			
Florida Consortium of Metropolitan Research Universities	1,432	529	903
Office of Data and Strategic Projects	587	437	150
UCF Connect	4,930	1,088	3,842
Student Success and Well Being Total	6,949	2,054	4,895
Senior VP for Administration and Finance			
Financial Affairs	16,906	9,279	7,627
Human Resources	7,271	6,208	1,063
UCF Police Department	1,495	432	1,063
Administration and Finance Total	25,672	15,918	9,754
Unassigned	134	0	134
UCF Research Park Totals	226,587	129,358	97,229
UCF Rosen Hospitality Management Campus			
Rosen College of Hospitality Management Total	27,538	17,226	10,312
UCF Academic Health Sciences Campus			
President			
University Compliance, Ethics and Risk	130	0	130
President Total	130	0	130
Provost and Executive VP for Academic Affairs			
Faculty Cluster Initiative	1,608	414	1,194
Office of Research	639	1,518	(879)
Academic Affairs Total	2,247	1,932	315
College of Engineering and Computer Science			
Electrical and Computer Engineering	130	0	130
Materials Science and Engineering	270	0	270
College of Engineering and Computer Science Total	400	0	400
College of Medicine			
Burnett School of Biomedical Sciences	19,557	7,022	12,535
Dean, College of Medicine	40,237	33,784	6,453
College of Medicine Total	59,794	40,806	18,988
Facilities and Business Operations Total	2,050	834	1,216
Unassigned	406	0	406
UCF Academic Health Sciences Campus Totals	65,027	43,572	21,455
UCF Downtown Campus			
Provost and Executive VP for Academic Affairs			
Library Administration	1,141	386	755
Provost	1,371	259	1,112
UCF Information Technology	1,784	697	1,087
Academic Affairs Total	4,296	1,342	2,954
College of Arts and Humanities			
Arts and Humanities CREATE Center	517	273	244
Flying Horse Editions	194	265	(71)
College of Arts and Humanities Total	711	538	173

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/ Division/ Department	Existing Office ASF	Calculated ASF Need	Diff from Existing
College of Business Administration			
Executive MBA Programs	2,327	828	1,499
College of Business Administration Total	2,327	828	1,499
College of Community Innovation and Education			
Dean, College of Community Innovation and Education	3,327	849	2,478
Learning Sciences and Educational Resources	91	132	(41)
Legal Studies	2,498	2,116	382
School of Global Health Management and Informatics	5,557	5,393	164
School of Public Administration	5,804	5,170	634
College of Community Innovation and Education Total	17,277	13,660	3,617
College of Sciences			
Florida Interactive Entertainment Academy	5,311	1,499	3,812
Nicholson School of Communication and Media	11,363	7,509	3,854
College of Sciences Total	16,674	9,007	7,667
Student Success and Well Being			
UCF Downtown Operations	5,024	2,410	2,614
Student Success and Well Being Total	5,024	2,410	2,614
Senior VP for Administration and Finance			
UCF Police Department	2,267	132	2,135
Administration and Finance Total	2,267	132	2,135
Facilities and Business Operations Total	1,259	740	519
UCF Downtown Campus Totals	49,835	28,658	21,177
Totals- All Campuses	1,143,938	784,551	359,387

SPACE UTILIZATION STUDY

FINAL REPORT

Appendix 15: Workspace Utilization Ratios by Campus

Campus/Division or College/Department	Stations	ASF	Office Service ASF	FTE	Total Number of Offices	Single Occupant	Station Per FTE	ASF Per FTE	Office ASF per Station	Single Occup Percent of Total Offices	Percent Office Service
UCF Main Campus											
University Relations											
Alumni Relations	36	3,271	632	26.4	28	2	1.36	124	90.9	7.1%	19.3%
Athletics	247	24,705	3,823	205	192	22	1.2	120.5	100	11.5%	15.5%
Board Relations	2	310		3	2	1	0.67	103.3	155	50.0%	
Communications and Marketing				2							
Diversity, Equity and Inclusion	14	1,515	145	30	11	4	0.47	50.5	108.2	36.4%	9.6%
General Counsel	14	1,985	446	13.9	12	1	1.01	143.1	141.8	8.3%	22.5%
Government and Community Relations	3	653		6.3	3	2	0.47	103.3	217.7	66.7%	
Military and Veteran Student Success	9	1,091	246	9	6	1	1	121.2	121.2	16.7%	22.5%
Multicultural Student Center	43	3,812	128	17.5	13	1	2.46	217.8	88.7	7.7%	3.4%
Ombuds	2	298		2	2	0	1	149	149	0.0%	
President's Office	28	3,986	865	19.2	14	5	1.46	207.3	142.4	35.7%	21.7%
Social Justice and Advocacy	14	1,551		11.2	11	1	1.25	138.5	110.8	9.1%	
Student Accessibility Services	21	2,340	80	26.8	18	3	0.78	87.3	111.4	16.7%	3.4%
Trio Programs	30	1,902	815	26.9	12	1	1.12	70.8	63.4	8.3%	42.8%
University Compliance, Ethics and Risk	70	7,886	468	53.8	55	10	1.3	146.7	112.7	18.2%	5.9%
University Events and Engagement	6	629	665	5	5	1	1.2	125.8	104.8	20.0%	105.7%
President Total	539	55,934	8,313	457.9	384	55	1.18	122.1	103.8	14.3%	14.9%
Provost and Executive VP for Academic Affairs											
Digital Learning	2	358		4.3	2	1	0.47	84.2	179	50.0%	
Faculty Cluster Initiative	152	9,473	301	50.3	65	1	3.02	188.4	62.3	1.5%	3.2%
Faculty Excellence	10	1,417	1,979	18	9	4	0.56	78.7	141.7	44.4%	139.7%
Nanoscience Technology Center	67	2,872		22.9	22	0	2.93	125.7	42.9	0.0%	
Office of Research	16	2,007	140	36.8	11	2	0.43	54.5	125.4	18.2%	7.0%
Provost	87	6,982	2,319	27.5	56	6	3.16	253.9	80.3	10.7%	33.2%
UCF Global	129	9,035	1,347	95	63	6	1.36	95.1	70	9.5%	14.9%
UCF Information Technology	204	18,394	1,864	187	80	8	1.09	98.4	90.2	10.0%	10.1%
UCF Libraries	60	8,190	3,168	111.1	39	10	0.54	73.7	136.5	25.6%	38.7%
Academic Affairs Total	727	58,728	11,118	552.9	347	38	1.31	106.2	80.8	11.0%	18.9%
Burnett Honors College Total	28	4,515	400	33	21	5	0.85	136.7	161.3	23.8%	8.9%
College of Arts and Humanities											
Center for Humanities and Digital Research	6	514	352	2	4	0	3	257	85.7	0.0%	68.5%
College of Arts and Humanities Student Advising	15	1,463	276	10.2	10	1	1.47	143.3	97.5	10.0%	18.9%
Dean, College of Arts and Humanities	41	5,779	1,487	45.1	33	11	0.91	128.1	141	33.3%	25.7%

SPACE UTILIZATION STUDY FINAL REPORT

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English	62	6,637	277	63.2	55	0	0.98	105	107	0.0%	4.2%
History	78	6,813	511	55.1	60	0	1.42	123.7	87.3	0.0%	7.5%
Modern Language and Literatures	74	6,749	1,050	65.3	61	0	1.13	103.3	91.2	0.0%	15.6%
Philosophy	25	2,869	411	27.7	23	2	0.9	103.6	114.8	8.7%	14.3%
School of Performing Arts	120	14,229	1,413	108.2	88	21	1.11	131.5	118.6	23.9%	9.9%
School of Visual Arts and Design	44	5,742	191	60.9	37	18	0.72	94.3	130.5	48.6%	3.3%
Texts and Technology	12	1,153	19	10.5	4	0	1.14	109.8	96.1	0.0%	1.6%
Women and Gender Studies	6	693	84	2.4	4	0	2.53	291.8	115.5	0.0%	12.1%
Writing and Rhetoric	55	6,112	1,139	65	54	2	0.85	94	111.1	3.7%	18.6%
College of Arts and Humanities Total	538	58,753	7,210	515.6	433	55	1.04	114	109.2	12.7%	12.3%
College of Business Administration											
Accounting	33	3,587	1,611	41.4	31	0	0.8	86.6	108.7	0.0%	44.9%
Dean, College of Business Administration	39	5,468	1,220	42.1	34	10	0.93	130	140.2	29.4%	22.3%
DeVos Sport Business Management	10	1,222	238	23.5	7	1	0.42	51.9	122.2	14.3%	19.5%
Economics	47	4,899	897	26.4	38	2	1.78	185.4	104.2	5.3%	18.3%
Finance and Phillips School of Real Estate	44	5,779	733	32.6	36	6	1.35	177.1	131.3	16.7%	12.7%
Integrated Business	20	2,440	1,333	26.3	20	2	0.76	92.8	122	10.0%	54.6%
Management	54	5,918	716	43.2	45	3	1.25	136.9	109.6	6.7%	12.1%
Marketing	54	5,959	604	21.8	39	1	2.47	273	110.4	2.6%	10.1%
Office of Professional Development	37	4,529	702	24.3	32	4	1.52	186.4	122.4	12.5%	15.5%
College of Business Administration Total	338	39,801	8,054	281.7	282	29	1.2	141.3	117.8	10.3%	20.2%
College of Community Innovation and Education											
Counselor Education and School Psychology	41	3,926	324	30.5	26	1	1.35	128.9	95.8	3.8%	8.3%
Criminal Justice	60	6,272	257	49.4	41	7	1.22	127	104.5	17.1%	4.1%
Dean, College of Community Innovation and Education	198	21,032	3,701	114.4	116	9	1.73	183.8	106.2	7.8%	17.6%
Educational Leadership and Higher Education	14	1,752		16	14	1	0.88	109.5	125.1	7.1%	
Florida Center for Students with Unique Abilities	12	1,146	107	9.3	6	2	1.3	123.9	95.5	33.3%	9.3%
Learning Sciences and Educational Resources	15	1,885		24.5	15	1	0.61	77.1	125.7	6.7%	
School of Global Health Management and Informatics	2	193		1	1	0	2	193	96.5	0.0%	
School of Teacher Education	75	8,390	295	110.5	59	2	0.68	75.9	111.9	3.4%	3.5%
Toni Jennings Exceptional Education Institute	12	1,111	429	12.4	8	1	0.96	89.3	92.6	12.5%	38.6%
College of Community Innovation and Education Total	429	45,707	5,113	367.9	286	24	1.17	124.3	106.5	8.4%	11.2%
College of Engineering and Computer Science											
Advanced Materials Processing Analysis Center	31	1,528	288	7.3	10	0	4.28	210.8	49.3	0.0%	18.8%
Air Force ROTC	15	2,322	463	9.5	14	8	1.58	244.4	154.8	57.1%	19.9%

SPACE UTILIZATION STUDY FINAL REPORT

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Army ROTC	20	2,615	807	19	19	4	1.05	137.6	130.8	21.1%	30.9%
Civil, Environmental and Construction Engineering	104	7,963	562	121.1	60	5	0.86	65.8	76.6	8.3%	7.1%
Computer Science	70	7,824		131.7	62	9	0.53	59.4	111.8	14.5%	
Dean, College of Engineering and Computer Science	107	12,186	3,796	104.2	72	13	1.03	116.9	113.9	18.1%	31.2%
Electrical and Computer Engineering	85	9,940	794	94.1	78	11	0.9	105.6	116.9	14.1%	8.0%
Industrial Engineering and Management Systems	61	5,339	352	39.9	44	3	1.53	133.9	87.5	6.8%	6.6%
Materials Science and Engineering	36	3,769	471	24.2	30	5	1.49	155.6	104.7	16.7%	12.5%
Mechanical and Aerospace Engineering	122	13,088	1,309	119.3	81	11	1.02	109.7	107.3	13.6%	10.0%
College of Engineering and Computer Science Total	651	66,574	8,842	670.3	470	69	0.97	99.3	102.3	14.7%	13.3%
College of Graduate Studies Total	74	6,176	1,249	61.1	48	3	1.21	101.2	83.5	6.3%	20.2%
College of Health Professions and Sciences											
Dean, College of Health Professions and Sciences	60	7,945	999	37.9	48	12	1.58	209.5	132.4	25.0%	12.6%
Health Sciences	20	2,224	186	25.3	17	1	0.79	88.1	111.2	5.9%	8.4%
School of Communication Sciences and Disorders	25	2,722	495	42.3	22	2	0.59	64.4	108.9	9.1%	18.2%
School of Kinesiology and Physical Therapy	45	5,701	350	43.8	42	4	1.03	130.3	126.7	9.5%	6.1%
School of Social Work	50	5,727	433	36.8	38	3	1.36	155.8	114.5	7.9%	7.6%
College of Health Professions and Sciences Total	200	24,319	2,463	186	167	22	1.08	130.8	121.6	13.2%	10.1%
College of Medicine											
Burnett School of Biomedical Sciences	67	6,816	480	110.4	49	4	0.61	61.7	101.7	8.2%	7.0%
Dean, College of Medicine	4	506		8	3	0	0.5	63.3	126.5	0.0%	
Student Health Services	125	10,333	1,182	128.5	80	2	0.97	80.4	82.7	2.5%	11.4%
College of Medicine Total	196	17,655	1,662	247	132	6	0.79	71.5	90.1	4.5%	9.4%
College of Optics and Photonics Total	144	14,159	264	152.8	124	3	0.94	92.6	98.3	2.4%	1.9%
College of Sciences											
Anthropology	41	3,591	225	39.6	25	4	1.04	90.7	87.6	16.0%	6.3%
Biology	73	8,028	920	102.1	51	8	0.72	78.7	110	15.7%	11.5%
Chemistry	67	7,788	903	101.9	58	3	0.66	76.5	116.2	5.2%	11.6%
Dean, College of Sciences	85	9,362	1,868	72.7	41	16	1.17	128.7	110.1	39.0%	20.0%
iSTEM	19	1,408	54	10	10	1	1.9	140.8	74.1	10.0%	3.8%
Mathematics	92	9,820	1,471	118.5	65	18	0.78	82.9	106.7	27.7%	15.0%
Nicholson School of Communication and Media	66	6,688	990	77.9	50	2	0.85	85.8	101.3	4.0%	14.8%
Physics	181	12,574	882	159.1	72	3	1.14	79	69.5	4.2%	7.0%
Psychology	63	7,448	1,292	172.9	49	23	0.36	43.1	118.2	46.9%	17.3%
School of Politics, Security and International Affairs	78	7,338	1,304	54.4	46	23	1.43	134.9	94.1	50.0%	17.8%
Sociology	64	4,570	844	52.8	33	9	1.21	86.5	71.4	27.3%	18.5%

SPACE UTILIZATION STUDY

FINAL REPORT

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Statistics and Data Science	54	4,341	750	34.8	31	4	1.55	124.7	80.4	12.9%	17.3%
UCF Restores	10	1,563	234	19.7	8	6	0.51	79.4	156.3	75.0%	15.0%
College of Sciences Total	893	84,519	11,737	1016.4	539	120	0.88	83.2	94.6	22.3%	13.9%
College of Undergraduate Studies											
Dean, College of Undergraduate Studies	14	1,504	30	14.3	11	4	0.98	105.3	107.4	36.4%	2.0%
Interdisciplinary Studies	21	2,007	109	16.7	20	0	1.26	120	95.6	0.0%	5.4%
College of Undergraduate Studies Total	35	3,511	139	31	31	4	1.13	113.2	100.3	12.9%	4.0%
Rosen College of Hospitality Management Total	8	859		4	8	0	2	214.8	107.4	0.0%	
Student Success and Well Being											
Academic Services for Student-Athletes	17	2,538	352	25.1	17	5	0.68	101	149.3	29.4%	13.9%
Career Planning and Academic Engagement	75	6,657	2,547	74.7	51	4	1	89.1	88.8	7.8%	38.3%
Center for Higher Education Innovation	2	209		2	2	1	1	104.5	104.5	50.0%	
Counseling and Psychological Services	62	6,734	1,072	51.2	57	3	1.21	131.6	108.6	5.3%	15.9%
Creative School for Children	7	528	242	13.5	6	0	0.52	39.1	75.4	0.0%	45.8%
Experiential Learning	20	2,268	817	13.4	14	3	1.5	169.6	113.4	21.4%	36.0%
First Year Experience	16	1,194	278	12.2	8	1	1.31	98.1	74.6	12.5%	23.3%
Fraternity and Sorority Life	15	1,872	300	6.4	9	2	2.35	293.6	124.8	22.2%	16.0%
Housing and Residence Life	89	10,409	2,091	117.1	56	6	0.76	88.9	117	10.7%	20.1%
Knights Major Exploration and Transition Center	18	1,758		9.5	15	0	1.89	185.1	97.7	0.0%	
Office of Student Involvement	25	2,326		45.7	16	0	0.55	50.9	93	0.0%	
Office of Student Rights and Responsibilities	26	3,195	711	12.5	21	3	2.08	255.6	122.9	14.3%	22.3%
Pre-Health and Pre-Law Advising	5	499		7.8	5	0	0.65	64.4	99.8	0.0%	
Recreation and Wellness Center	62	6,803	527	138.8	37	6	0.45	49	109.7	16.2%	7.7%
Registrar's Office	52	3,371	2,156	35	43	3	1.49	96.3	64.8	7.0%	64.0%
SDES Student Leadership Development	10	792	48	10.9	7	1	0.92	72.7	79.2	14.3%	6.1%
SSWB Administrative Operations	60	7,622	747	59.6	36	12	1.01	127.8	127	33.3%	9.8%
Student Academic Resource Center	16	1,725	81	11.3	11	3	1.42	152.7	107.8	27.3%	4.7%
Student Financial Assistance	99	7,283	311	49.8	78	3	1.99	146.2	73.6	3.8%	4.3%
Student Government	10	1,486		13.4	9	7	0.75	110.9	148.6	77.8%	
Student Legal Services	8	1,734	100	8.5	8	2	0.94	204	216.8	25.0%	5.8%
Student Success and Advising	5	404		7	5	0	0.71	57.7	80.8	0.0%	
Student Union	46	5,635	1,558	10.3	18	1	4.49	549.8	122.5	5.6%	27.6%
Transfer Center	2	187		8	2	0	0.25	23.4	93.5	0.0%	
Undergraduate Admissions	74	7,746	1,446	46.5	37	6	1.59	166.6	104.7	16.2%	18.7%
Student Success and Well Being Total	821	84,975	15,384	790.2	568	72	1.04	107.5	103.5	12.7%	18.1%
Senior VP for Administration and Finance											
Administration and Finance	9	1,717	270	34	7	4	0.26	50.5	190.8	57.1%	15.7%

SPACE UTILIZATION STUDY

FINAL REPORT

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Financial Affairs	12	872	75	5	3	0	2.4	174.4	72.7	0.0%	8.6%
UCF Police Department	92	13,804	2,570	61.3	54	7	1.5	225.4	150	13.0%	18.6%
Administration and Finance Total	113	16,393	2,915	100.3	64	11	1.13	163.5	145.1	17.2%	17.8%
Facilities and Business Operations Total	283	21,005	5,981	288.4	202	15	0.98	72.8	74.2	7.4%	28.5%
UCF Research Park											
President											
Advancement and CEO UCF Foundation	112	11,665	1,797	123.4	110	16	0.91	94.5	104.2	14.5%	15.4%
Communications and Marketing	53	5,779	798	37	32	6	1.43	156.3	109	18.8%	13.8%
University Audit	13	1,868	107	9.9	13	3	1.31	188.7	143.7	23.1%	5.7%
WUCF - TV	25	3,952	443	25.3	25	5	0.99	156.5	158.1	20.0%	11.2%
President Total	203	23,264	3,145	195.6	180	30	1.04	119	114.6	16.7%	13.5%
Provost and Executive VP for Academic Affairs											
Academic Program Quality	8	1,136	160	7	8	3	1.14	162.3	142	37.5%	14.1%
Analytics and Integrated Planning	18	2,425	422	19.5	14	6	0.92	124.4	134.7	42.9%	17.4%
Digital Learning	200	17,494	3,459	142.8	47	14	1.4	122.5	87.5	29.8%	19.8%
Florida Space Institute	31	5,544	235	34.4	15	6	0.9	161.2	178.8	40.0%	4.2%
Nanoscience Technology Center	108	6,885	395	47.4	50	4	2.28	145.3	63.8	8.0%	5.7%
Office of Research	77	16,521	962	155.7	70	36	0.49	106.1	214.6	51.4%	5.8%
Operational Excellence and Assessment Support	42	1,847	459	5	8	1	8.4	369.4	44	12.5%	24.9%
Provost	29	4,080	752	19	11	3	1.53	214.7	140.7	27.3%	18.4%
UCF Information Technology	172	14,979	2,328	54	63	5	3.19	277.4	87.1	7.9%	15.5%
Academic Affairs Total	685	70,911	9,172	484.7	286	78	1.41	146.3	103.5	27.3%	12.9%
College of Arts and Humanities											
School of Visual Arts and Design	5	644	267	5	5	0	1	128.8	128.8	0.0%	41.5%
College of Arts and Humanities Total	5	644	267	5	5	0	1	128.8	128.8	0.0%	41.5%
College of Community Innovation and Education											
Center for Community Schools	14	1,612	168	13	11	2	1.08	124	115.1	18.2%	10.4%
College of Community Innovation and Education Total	14	1,612	168	13	11	2	1.08	124	115.1	18.2%	10.4%
College of Engineering and Computer Science											
Advanced Materials Processing Analysis Center	21	1,702	393	3.5	10	3	6	486.3	81	30.0%	23.1%
Computer Science	15	1,488	319	3	3	0	5	496	99.2	0.0%	21.4%
Mechanical and Aerospace Engineering	5	528	114	1	3	0	5	528	105.6	0.0%	21.6%
College of Engineering and Computer Science Total	41	3,718	826	7.5	16	3	5.47	495.7	90.7	18.8%	22.2%
College of Graduate Studies											
Institute for Simulation and Training	178	20,545	3,071	111.7	102	13	1.59	183.9	115.4	12.7%	14.9%
College of Graduate Studies Total	178	20,545	3,071	111.7	102	13	1.59	183.9	115.4	12.7%	14.9%

SPACE UTILIZATION STUDY

FINAL REPORT

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College of Health Professions and Sciences											
Center for Autism and Related Disabilities	13	971	299	16	9	1	0.81	60.7	74.7	11.1%	30.8%
Dean, College of Health Professions and Sciences	5	575	266		4	1			115	25.0%	46.3%
School of Communication Sciences and Disorders	22	2,188	335	14.1	20	1	1.56	155.6	99.5	5.0%	15.3%
School of Social Work	8	1,194	77	4.8	1	0	1.67	248.7	149.3	0.0%	6.4%
College of Health Professions and Sciences Total	48	4,928	977	34.8	34	3	1.38	141.4	102.7	8.8%	19.8%
College of Medicine											
Burnett School of Biomedical Sciences	18	1,776	108	10.4	12	5	1.73	170.4	98.7	41.7%	6.1%
College of Medicine Total	18	1,776	108	10.4	12	5	1.73	170.4	98.7	41.7%	6.1%
College of Nursing Total	103	13,770	2,725	93.6	101	25	1.1	147.1	133.7	24.8%	19.8%
College of Sciences											
Anthropology	3	367	68	2	3	0	1.5	183.5	122.3	0.0%	18.5%
Biology	1	116		1	1	0	1	116	116	0.0%	
Ctr for Global Economics & Environmental Opportunity	4	716	115	1	4	2	4	716	179	50.0%	16.1%
Lou Frey Institute	7	1,003	482	5	7	1	1.4	200.6	143.3	14.3%	48.1%
Mathematics	1	140		0.5	1	0	2	280	140	0.0%	
National Center for Forensic Science	43	4,814	430	15.5	25	2	2.77	310.6	112	8.0%	8.9%
Psychology	8	1,015		3	8	2	2.67	338.3	126.9	25.0%	
Sociology	3	367		2	3	0	1.5	183.5	122.3	0.0%	
College of Sciences Total	70	8,538	1,095	30	52	7	2.33	284.6	122	13.5%	12.8%
Student Success and Well Being											
Florida Consortium of Metropolitan Research Universities	4	881	135	4	5	3	1	220.3	220.3	60.0%	15.3%
Office of Data and Strategic Projects	8	587		3	1	0	2.67	195.7	73.4	0.0%	
UCF Connect	22	3,311	1,074	9	22	3	2.44	367.9	150.5	13.6%	32.4%
Student Success and Well Being Total	34	4,779	1,209	16	28	6	2.13	298.7	140.6	21.4%	25.3%
Senior VP for Administration and Finance											
Financial Affairs	142	14,446	1,813	79.3	79	10	1.79	182.2	101.7	12.7%	12.6%
Human Resources	56	5,886	429	52.6	31	6	1.06	111.9	105.1	19.4%	7.3%
UCF Police Department	2	903	380	3	9	0	0.67	301	451.5	0.0%	42.1%
Administration and Finance Total	200	21,235	2,622	134.9	119	16					
Rosen College of Hospitality Management Total	158	20,769	3,323	153	96	11	1.03	135.8	131.4	11.5%	16.0%
UCF Academic Health Sciences Campus											
President											
University Compliance, Ethics and Risk	1	130			1	0			130	0.0%	
President Total	1	130			1	0			130	0.0%	
Provost and Executive VP for Academic Affairs											

SPACE UTILIZATION STUDY FINAL REPORT

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Faculty Cluster Initiative	26	1,608		3.5	10	0	7.43	459.4	61.8	0.0%	
Office of Research	2	323	316	13	2	1	0.15	24.8	161.5	50.0%	97.8%
Academic Affairs Total	28	1,931	316	16.5	12	1	1.7	117	69	8.3%	16.4%
College of Engineering and Computer Science											
Electrical and Computer Engineering	1	130			1	0			130	0.0%	
Materials Science and Engineering	2	270			2	0			135	0.0%	
College of Engineering and Computer Science Total	3	400	0	0	3	0					
College of Medicine											
Burnett School of Biomedical Sciences	295	13,784	2,835	73.1	62	4	4.04	188.6	46.7	6.5%	20.6%
Dean, College of Medicine	299	33,959	2,906	294.4	211	33	1.02	115.4	113.6	15.6%	8.6%
College of Medicine Total	594	47,743	5,741	367.5	273	37	1.62	129.9	80.4	13.6%	12.0%
Facilities and Business Operations Total	17	1,803	247	8	10	2	2.13	225.4	106.1	20.0%	13.7%
UCF Downtown Campus											
Provost and Executive VP for Academic Affairs											
Provost	2	124	253	1	2	0	2	124	62	0.0%	204.0%
UCF Information Technology	16	1,453	234	6.3	2	0	2.56	232.5	90.8	0.0%	16.1%
UCF Libraries	5	873	268	4	3	0	1.25	218.3	174.6	0.0%	30.7%
Academic Affairs Total	23	2,450	755	11.3	7	0	2.04	217.8	106.5		30.8%
College of Arts and Humanities											
Arts and Humanities CREATE Center	3	425	92	2.6	3	0	1.14	161.9	141.7	0.0%	21.6%
Flying Horse Editions	1	194		2	1	1	0.5	97	194	100.0%	
College of Arts and Humanities Total	4	619	92	4.6	4	1	0.86	133.8	154.8	25.0%	14.9%
College of Business Administration											
Executive MBA Programs	18	1,797		6.4	3	0	2.8	279	99.8	0.0%	
College of Business Administration Total	18	1,797		6.4	3	0	2.8	279	99.8	0.0%	
College of Community Innovation and Education											
Dean, College of Community Innovation and Education	21	2,073	589	12.3	19	1	1.71	169.2	98.7	5.3%	28.4%
Learning Sciences and Educational Resources	1	91		1	1	0	1	91	91	0.0%	
Legal Studies	20	1,907	474	18.1	18	0	1.11	105.7	95.4	0.0%	24.9%
School of Global Health Management and Informatics	48	4,165	1,266	44.3	45	0	1.08	94.1	86.8	0.0%	30.4%
School of Public Administration	51	4,372	1,276	44.7	42	0	1.14	97.9	85.7	0.0%	29.2%
College of Community Innovation and Education Total	141	12,608	3,605	120.2	125	1	1.17	104.9	89.4	0.8%	28.6%
College of Sciences											
Florida Interactive Entertainment Academy	32	3,235	758	11.7	17	3	2.74	277.1	101.1	17.6%	23.4%
Nicholson School of Communication and Media	75	8,074	1,641	69.9	60	3	1.07	115.6	107.7	5.0%	20.3%

SPACE UTILIZATION STUDY

FINAL REPORT

Campus/Division or College/Department	Stations	ASF	Office Service ASF	FTE	Total Number of Offices	Single Occupant	Station Per FTE	ASF Per FTE	Office ASF per Station	Single Occup Percent of Total Offices	Percent Office Service
College of Sciences Total	107	11,309	2,399	81.5	77	6					
Student Success and Well Being											
Center for Higher Education Innovation				1							
UCF Downtown Operations	38	3,611	856	21.4	36	3	1.78	168.9	95	8.3%	23.7%
Student Success and Well Being Total	38	3,611	856	22.4	36	3	1.7	161.4	95	8.3%	23.7%
Senior VP for Administration and Finance											
UCF Police Department	11	1,517	440	4	4	1	2.75	379.3	137.9	25.0%	29.0%
Administration and Finance Total	11	1,517	440	4	4	1	2.75	379.3	137.9	25.0%	29.0%
Facilities and Business Operations Total	5	874	385	12.5	5	3	0.4	69.9	174.8	60.0%	44.1%

SPACE UTILIZATION STUDY

FINAL REPORT

Appendix 16: Draft Research Space Productivity Matrices

These allocation and productivity matrices are tools to provide guidance on the assignment and continued assignment of research space using a point system that indicates whether the research proposed or occurring in a space is in alignment with institutional goals. These matrices are a draft which will require feedback and comment from Space Committee, Research Council, Faculty, and the Office of Research.

Points	Research continues to align with UCF Strategic Priorities	Research has external funding supporting activities	Number of students expected to participate in research	Faculty has had external funding during the previous three-year period	Research interfaces with classroom teaching
1 point	Research activity does not fall within one of the five UCF strategic priority categories	Research activity does not have anticipated funding	< 3 students	1 grant award in past 3 yrs.	Research expected to interface in <30% of classroom hours
3 points	Research activity falls within one of the five UCF strategic priority categories	Research activity is anticipation of applying for external funding within 1 year	>= 3 and <6 students	2 grant awards in past 3 years	Research expected to interface in 30-60% of classroom hours
5 points	Research activity falls within two or more of the five UCF strategic priority categories	Research activity has active external funding	>= 6 students	3 or more grant awards in past 3 yrs.	Research expected to interface in 60% or more of classroom hours

SPACE UTILIZATION STUDY

FINAL REPORT

Points	Research continues to align with UCF Strategic Priorities	Expenditures (\$ per Sq. Ft.)	Proportion of research activity supported by external awards	Faculty has had external funding during the previous three-year period	Number of students participating in research or creative activity	Number of publications generated from research in past three years	Number of Creative Works generated from research in past three years	Expenditures per PI
1 point	Research funding/activity does not fall within one of the five UCF strategic priority categories	< 25% below bench mark	Proportion of external awards < 25%	1 grant award in past 3 yrs.	< 3 students	< = 1 publication	< = 1 Creative Works	< 25% below current University avg.
3 points	Research funding/activity falls within one of the five UCF strategic priority categories	Within 25% above or below the bench mark	Proportion of external awards >25% and < 75%	2 grant awards in past 3 years	>= 3 and < 6 students	> 1 and < =3 publications	> 1 and < =3 Creative Works	Within 25% above or below the current University avg.
5 points	Research funding/activity falls within two or more of the five UCF strategic priority categories	>25% above bench mark	Proportion of external awards >75%	3 or more grant awards in past 3 yrs.	>= 6 students	> 3 Creative Works	> 3 Creative Works	>25% above University avg.