

## Classroom Utilization "Points"

- FY 98 and FY99 Initiatives - -
    - Update and correct classroom inventory data.
    - Improved classroom scheduling software and procedures, resulting in "rightsizing"... better matching demand with capacity and availability.
    - Modernization of classrooms... conversion to new technologies and general refurbishment.
  - Classrooms of less than 150 seats - - utilization improving over 1997; with enrollment growth in FY99 and semester conversion in FY00 utilization is expected to increase.
  - Classrooms of more than 150 seats - - utilization very high; semester conversion may pressure inventory.
- Enrollment increase*  
*• Central assignment of classrooms*

## GT Lease Properties

- Roughly 70% of the lease space and costs are associated with GTRI activities... mostly the Centennial Research Building and Cobb County facilities.
- Less than 20% of the leased space is "general" GT program space...
  - Approximately one quarter of this space (23,000 sf) will be eventually relocated to owned space... Continuing Ed/Computing and Food Processing Technology programs.
  - Approximately one half of this space (35,000 sf) is leased from the GT Foundation for "\$1 per year".
- Remaining 10% associated with EDI and ATDC activities... field stations or incubator leases.

## Summary of Rental Space

The Board of Regents Summary of Rental Space lists 478,311 square feet (representing a cost of \$4,501,732 per year) to Georgia Tech. The chart does not indicate what time period the data reflects. Here is the current situation for approved leases.

<b>Entity</b>	<b>Square Footage</b>	<b>Cost per Year</b>	<b>Percentage of Square Footage</b>	<b>Percentage of Total Cost per Year</b>
GTRI	375,403	\$3,096,244	71.24%	68.39%
GT	83,581	\$837,508	15.86%	18.50%
ATDC	28,873	\$387,215	5.48%	8.55%
EDI	18,522	\$206,364	3.52%	4.56%
NEETRAK	20,570	\$1	3.90%	0%
<b>Totals</b>	<b>526,949</b>	<b>\$4,527,333</b>		

The details for each of the entities are provided in the attached spreadsheet.

Included in the Georgia Tech Total are the Food Pack and the COC Continuing Education Program. We have plans to return both of these functions to campus. These two leases represent 27.60% of the square footage for GT and 46.01% of the annual cost.

**GT Leases**

166 5th	3,407	\$	1	Lease from Foundation
781 Marietta Street - Ivan Allen	30,240	\$	1	Lease from Foundation
208 14th Street	2,500	\$	21,249	Housing Storage
Colony Square COC Cont. Edu	9,664	\$	144,960	Plans in place to bring back to campus
IPST A	1,023	\$	25,575	Air Resources
IPST B	13,407	\$	240,419	Food Pac to be relocated to NARA
IPST C	2,300	\$	39,099	Electronic Vehicle Research
831 Marietta	3,480	\$	16,813	Campus Storage
831A Marietta	4,560	\$	28,415	Air Quality Research
1776 Peachtree	2,210	\$	36,480	CRT
500 Tech Parkway	10,400	\$	241,296	CEISMIC/ECRC
Washington, DC	390	\$	43,200	Legal
<b>GT Subtotal</b>	<b>83,581</b>		<b>837,508</b>	
<b>GT % of the Total</b>	<b>15%</b>		<b>17%</b>	

COC - Continuing Ed	9,664	\$	144,960
FoodPac	13,407	\$	240,419
<b>Total to be returned to campus</b>	<b>23,071</b>		<b>385,379</b>
<b>% of GT leases to be returned</b>	<b>28%</b>		<b>46%</b>

550,020      4,912,711

BOR Summary of Rental Space	Square Footage		Cost/YR	
	550,020		4,912,711	
<b>EDI's Leases</b>				
Albany	1,200	\$	10,500	
Athens	919	\$	8,271	
Augusta	1,210	\$	16,843	
Brunswick	869	\$	14,880	
Cartersville	3,800	\$	19,800	
Carrollton	564	\$	6,492	
Columbus	1,228	\$	9,936	
Dalton	419	\$	3,545	
Douglas	840	\$	6,000	
Dublin	1,100	\$	16,800	
Gainesville	1,321	\$	18,278	
Griffin	1,035	\$	8,700	
Macon	1,050	\$	17,850	
Newnan	446	\$	10,633	
Norcross	1,246	\$	23,079	
Rome	475	\$	2,757	
Savannah	800	\$	12,000	
<b>EDI Subtotal</b>	<b>18,522</b>		<b>206,364</b>	
<b>EDI's % of the Total</b>	<b>3%</b>		<b>4%</b>	
<b>GTRI Leases</b>				
400 10th Street	193,000	\$	1,510,440	CRB
General Truman A	6,125	\$	28,692	Warehouse
General Truman B-2	5,250	\$	24,564	Warehouse
Cobb County	158,291	\$	1,263,869	Field Office
Warner Robins A	1,305	\$	19,731	Field Office
Arlington VA	6,316	\$	175,245	Field Office
Dayton, OH	2,155	\$	35,823	Field Office
Fort Walton Beach, FL	1,500	\$	17,832	Field Office
Eatontown, NJ	1,461	\$	20,448	Field Office
<b>GTRI's Subtotal</b>	<b>375,403</b>		<b>3,096,244</b>	
<b>GTRI's % of the Total</b>	<b>68%</b>		<b>63%</b>	
<b>ATDC's Leases</b>				
4th floor GPB Building	20,000	\$	320,000	
Warner Robbins B	8,873	\$	67,215	Technology Development Center
<b>ATDC's Subtotal</b>	<b>28,873</b>		<b>387,215</b>	
<b>ATDC'S % of the Total</b>	<b>5%</b>		<b>8%</b>	
<b>NEETRAK</b>				
<b>NEETRAK</b>	<b>20,570</b>	<b>\$</b>	<b>1</b>	
<b>NEETRAK % of the Total</b>	<b>4%</b>		<b>0%</b>	

## Undergraduate Learning Center – Classroom Information

- The most recent Facilities Curriculum & Room Use Report published by the Board of Regents uses FY97 data. (Fall 96-Summer 97)
- In this report our average weekly room use for general-purpose classrooms (<150 seats) was 19.22 hours or 48%. National standards for classroom utilization are typically in the 75% range. GSU's utilization was 29.73 hours or 74%. The University of Georgia's utilization was 24.53 hours or 61%.
- Our utilization is based on both centrally scheduled classrooms and departmental classrooms. Departmentally scheduled classrooms typically have a lower utilization rate than those scheduled centrally. The attached tables illustrate that centrally scheduled classrooms had a much higher utilization rate during 1997. The low utilization of departmental classrooms significantly decreased the overall utilization.
- Our average weekly room use for large lecture halls (150+ seats) was 42 hours or 102%. GSU's utilization in this range was 34.7 hours (86%) and the University of Georgia's utilization was based on 27.3 hours (68%)
- Since this report in FY97 19 general-purpose classrooms have been converted to other uses. The 1997 data was based on a total of 157 general-purpose classrooms and large lecture halls. Today the total is 138. Without taking any other action this reduction of general purpose classrooms would have significantly increased our utilization rate.
- Since 1997 our enrollment has grown from 12,985 to 13,959.
- Conversion from the quarter to semester system is expected to place a somewhat higher demand on our already heavily utilized large lecture halls.
- Most of Georgia Tech's classroom buildings are 30+ years old (see attached table), the classrooms have out of date equipment and should be renovated to ensure that we recruit and retain good students and faculty. The Undergraduate Learning Center will give us the swing space required to renovate existing classrooms.
- Georgia Tech is currently undertaking a comprehensive classroom study. This study will be completed and published this fall. The study is a comprehensive physical evaluation (140 data elements for each room) of classrooms and large lecture halls. This evaluation compares our classrooms to national design standards.
- The Campus Master Plan (supported the Facilities Condition Analysis) recommends the demolition of Hightower which houses general-purpose classrooms.
- In parallel with the classroom study several classroom issues are being investigated that will have a positive impact on utilization. These areas include: a comparison of classroom demand to classroom inventory considering size, number and location of classrooms; development of a plan for renewal and renovation of the classroom pool; development of classroom guidelines; a process to evaluate and adjust, if necessary, classroom utilization and classroom scheduling practices.
- The systematic renewal of our classroom pool requires "swing space" so classrooms can be taken off line for significant periods of time for renovation.
- Initial analysis indicates there is a need for more classrooms in the 30-50 seat range. Our class sizes have outgrown our classroom capacity in this vital area. The FY97 BOR report supports this finding. The average section size of classes scheduled in our large lecture halls was 34. This happens because our classroom pool is not adequately sized for our current class size demands. The construction of the Undergraduate Learning Center will give us the breathing room to develop a comprehensive plan to "right-size" our classroom pool.

**Classroom Building Table**

<b>Building</b>	<b>Year of Construction</b>
A. French	1898
Swann	1900
D. M. French	1923
Guggenheim	1930
Engineering, Science & Mechanics	1938
Old Civil Engineering	1939
Hightower	1949
Architecture	1952
Skiles	1959
Van Leer Electrical Engineering	1961
Bunger Henry	1964
Howey Physics	1967
Weber Space, Science & Technology	1967
Cherry Emerson Addition	1968
Mason CE	1969
Boggs	1970
Architecture Addition	1980
Instructional Center	1983
College of Computing	1989
MRDC	1995
Sustainable Education	1998

Exhibit 8A

**PERCENT CLASSROOM USE FOR EACH CLASS PERIOD**

(used time slots/total time slots)

TIME SLOT	WINTER 97	SPRING 97	FALL 97
MWF 8:00	40%	41%	54%
TR 8:00	55%	49%	71%
<b>MWF 9:00</b>	<b>83%</b>	<b>79%</b>	<b>93%</b>
<b>TR 9:30</b>	<b>93%</b>	<b>95%</b>	<b>98%</b>
<b>MWF 10:00</b>	<b>94%</b>	<b>87%</b>	<b>96%</b>
<b>MWF 11:00</b>	<b>90%</b>	<b>79%</b>	<b>97%</b>
<b>MWF 12:00</b>	<b>74%</b>	<b>66%</b>	<b>86%</b>
<b>TR 12:00</b>	<b>75%</b>	<b>73%</b>	<b>91%</b>
<b>MWF 1:00</b>	<b>88%</b>	<b>79%</b>	<b>95%</b>
<b>TR 1:30</b>	<b>82%</b>	<b>82%</b>	<b>94%</b>
MWF 2:00	73%	61%	84%
MWF 3:00	69%	56%	77%
TR 3:00	75%	60%	80%
MWF 4:00	46%	41%	52%

\*Peak times are in Bold

Exhibit 8B

**GT CLASSROOM UTILIZATION BY ROOM SIZE**

(Monday through Friday 8AM to 5PM)

Seating Capacity	# of Rooms	Classroom Inventory (# rooms/all rooms)	Percent Time in Use (used periods/total periods)
<b>Winter Quarter 1997</b>			
10-29	16	13%	50%
30-49	47	39%	77%
50-79	38	31%	80%
80-119	8	7%	79%
120-178	4	3%	59%
179-300	8	7%	78%
Total	121		
<b>Spring Quarter 1997</b>			
10 - 29	15	13%	50%
30-49	46	39%	72%
50-79	39	33%	73%
80-119	8	7%	73%
120-178	4	3%	46%
179-300	8	7%	62%
Total	119		
<b>Fall Quarter 1997</b>			
10-29	13	10%	77%
30-49	50	39%	86%
50-79	46	36%	84%
80-119	8	6%	88%
120-178	4	3%	64%
179-300	8	6%	68%
Total	129		