

Utilization Study Summary

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	Enrollment: annual FTE
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Context

The results presented here are based on the Rickes and Associates instructional space utilization study conducted during FY06 -07. The intent of the study was to provide an assessment of the adequacy of general purpose and specialized instructional space at each institution. This information has been reviewed and approved by each college and integrated into their campus master plan.

Analysis

The information analyzed for this study included: instructional space inventory, course schedules and enrollment data. Enrollment data covered the period FY00 to FY05; course schedule and space inventory was as of FY04 or FY05.

There are four metrics used in this report:

scheduling window –span of daytime hours during which a course may be scheduled. The benchmark is 30 hours per week for community colleges and 40 hours for state colleges.

room utilization rate - percent of the scheduling window for which a space is scheduled. The benchmark is 67% for general purpose space and 50% specialized instructional space.

seat occupancy rate - percent of room capacity that is occupied when the room is scheduled. The benchmark is 67% for general purpose space and 80% for specialized instructional space¹.

square feet per station – the benchmark is consistent with industry norms.

Recommendations

The individual college report includes both capital and non-capital recommendations. Capital recommendations address the addition or modification of space. Non-capital recommendations include scheduling opportunities, identifying specific rooms that may underutilized and the changes to the configuration of classrooms (adding or removing desks and chairs).

Other Notes

Other considerations in reviewing the analysis for each institution:

- projections assume no change in the scheduling window, course sizes, or enrollment levels
- space used by other institutions and non-credit courses were not analyzed

¹ The higher benchmark for specialized space reflects the higher capital investment needed to create and maintain such spaces and the greater predictability of their class sizes.

- classes held at off-site locations were not used to determine on-campus demand for classroom space².
- specialized instructional space needs are aggregated. A surplus of available space in a specific type of specialized space (auto shop) could mask a shortage in another type of specialized space. The number of specialized instructional spaces needed was set equal to the number available for this analysis; square footage for these spaces does represent aggregate surpluses and shortages.

² These programs typically serve constituents in a particular geographic location or address training for employers that would not normally be offered on the main campus.

Community Colleges

Berkshire							
	Avai	lable	Requ	iired	Surplus/(Deficit)		
Capacity	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft	
General purpose	35	26,895	31	22,682	4	4,213	
Specialized							
instruction	20	18,301	20	21,920	0	(3,619)	

	Seat Occupancy			Room Ut	tilization
Space Use	General Specialized			General	Specialized
Actual	54%	66%		60%	26%
Benchmark	67%	80%		67%	50%
Variance	(13)%	(14)%		(7)%	(24)%

Bristol							
	Avai	lable	Requ	iired	Surplus/(Deficit)		
Capacity	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft	
General purpose	48	34,206	63	48,378	(15)	(14,172)	
Specialized							
instruction	37	38,801	37	48,620	0	(9,819)	

	Seat Oc	cupancy	Room Ut	ilization
Space Use	General	Specialized	General	Specialized
Actual	52%	61%	87%	54%
Benchmark	67%	80%	67%	50%
Variance	(15)%	(19)%	20%	4%

Bristol is currently working to procure leased space in Attleboro (25,000 sq ft).

Bunker Hill						
	Available		Requ	iired	Surplus	(Deficit)
Capacity	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	50	41,681	54	39,732	(4)	1,949
Specialized						
instruction	34	30,817	34	35,128	0	(4,311)

	Seat Oc	cupancy	Room Ut	ilization
Space Use	General	Specialized	General	Specialized
Actual	68%	61%	73%	43%
Benchmark	67%	80%	67%	50%
Actual-Benchmark	1%	(19)%	6%	(7)%

Bunker Hill is currently in the process of design/construction of a new allied health facility.

Cape Cod							
	Avail	lable	Requ	iired	Surplus/(Deficit)		
Capacity	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft	
General purpose	29	19,412	36	31,108	(7)	(11,969)	
Specialized							
instruction	23	18,613	23	26,650	0	(8,037)	

	Seat Occupancy			Room Ut	tilization
Space Use	General Specialized			General	Specialized
Actual	55%	66%		84%	60%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(12)%	(14)%		17%	10%

Course schedule and enrollment data are from 2004.

Greenfield						
Capacity	Available		Requ	ired	Surplus/	(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	28	22,041	27	20,416	1	1,625
Specialized						
instruction	29	28,076	29	31,014	0	(2,938)

Space Use	Seat Occupancy			Room Hour	Utilization
	General Specialized			General	Specialized
Actual	60%	58%		63%	45%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(7)%	(22)%		(4)%	(5)%

Course schedule and enrollment data are from 2005. Greenfield is currently in the process of program design for the Core facility.

Holyoke							
Capacity	Avail	lable	Requ	ired	Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft	
General purpose	62	41,043	70	59,158	(8)	(18,115)	
Specialized							
instruction	34	37,733	34	44,880	0	(7,147)	

Space Use	Seat Oc	cupancy	Room Hour Utilization		
	General Specialized		General	Specialized	
Actual	72%	67%	76%	64%	
Benchmark	67%	80%	67%	50%	
Actual-Benchmark	5%	(13)%	9%	14%	

Course schedule and enrollment data are from 2004. The data does not reflect the new Kittridge Center, opened in 2006 (55,000 GSF).

Mass Bay -Wellesley

Capacity	Available		Requ	iired	Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms Sq Ft		Rooms	Sq Ft	
General purpose	36	24,786	41	37,026	(5)	(12,240)	
Specialized							
instruction	14	16,206	14	21,719	0	(5,513)	

Space Use	Seat Occupancy			Room Hour Utilization		
	General Specialized		General	Specialized		
Actual	69%	67%		77%	54%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	2%	(13)%		10%	4%	

Mass Bay -Framingham

Capacity	Available		Requ	iired	Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms Sq Ft		Rooms	Sq Ft	
General purpose	19	14,107	14	10,032	5	4,075	
Specialized							
instruction	10	11,954	10	10,920	0	1,034	

Space Use	Seat Occupancy			Room Hour Utilization		
	General Specialized			General	Specialized	
Actual	49%	72%		51%	44%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	(18)%	(8)%		(16)%	(6)%	

Notes

MassBay has programs in two leased facilities, Framingham and Ashland. The Framingham lease expires in 2013.

Massasoit Brock	ton					
Capacity	Avai	lable	Requ	iired	Surplus	/(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	65	40,534	70	52,492	(5)	(11,958)
Specialized						
instruction	23	25,196	23	29,538	0	(4,342)

Space Use	Seat Occupancy			Room Hour	Utilization
	General Specialized			General	Specialized
Actual	56%	70%		72%	62%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(11)%	(10)%		5%	12%

Course schedule and enrollment data are from 2004.

Massasoit Canto	n					
Capacity	Avai	lable	Requ	iired	Surplus/	(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	15	10,891	14	9,922	1	969
Specialized						
instruction	25	38,314	25	30,694	0	7,620

Space Use	Seat Oc	cupancy	Room Hour Utilization		
	General Specialized		General	Specialized	
Actual	52%	56%	62%	45%	
Benchmark	67%	80%	67%	50%	
Actual-Benchmark	(15)%	(24)%	(5)%	(5)%	

Notes

Course schedule and enrollment data are from 2004.

Middlesex -Bedford

Capacity	Available		Requ	iired	Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms Sq Ft		Rooms	Sq Ft	
General purpose	36	23,534	36	29,194	0	(5,660)	
Specialized							
instruction	22	18,656	22	22,920	0	4,264	

Space Use	Seat Occupancy			Room Hour Utilization		
	General Specialized			General	Specialized	
Actual	69%	63%		67%	55%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	2%	(17)%		0%	5%	

Middlesex -Lowell

Capacity	Avail	lable	le Required			Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms Sq Ft		Rooms	Sq Ft		
General purpose	46	29,070	47	37,224	(1)	(8,154)		
Specialized								
instruction	20	18,983	20	22,680	0	3,697		

Space Use	Seat Occupancy			Room Hour	Utilization
	General Specialized			General	Specialized
Actual	68%	83%		68%	51%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	1%	3%		1%	1%

Mt. Wachusett						
Capacity	Avail	lable	Requ	ired	Surplus/	(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	47	26,016	40	33,948	7	(7,932)
Specialized						
instruction	31	32,252	31	32,719	0	(467)

Space Use	Seat Occupancy			Room Hour Utilization		
	General Specialized			General	Specialized	
Actual	72%	61%		58%	39%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	5%	(19)%		(9)%	(11)%	

The college recently secured a lease for additional general and specialized academic space in Devens.

North Shore -Danvers

Capacity	Avai	lable	e Required		Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft	
General purpose	37	25,187	38	32,384	(1)	(7,197)	
Specialized							
instruction	19	17,197	19	21,910	0	(4,713)	

Space Use	Seat Oc	cupancy	Room Hour	Utilization
	General Specialized		General	Specialized
Actual	74%	77%	70%	58%
Benchmark	67%	80%	67%	50%
Actual-Benchmark	7%	(3)%	3%	8%

North Shore -

Lynn

Capacity	Avail	lable	Required		Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms Sq Ft		Rooms	Sq Ft	
General purpose	23	18,039	28	22,066	(5)	(4,027)	
Specialized							
instruction	15	16,882	15	16,640	0	242	

Space Use	Seat Occupancy			Room Hour	n Hour Utilization	
	General Specialized			General	Specialized	
Actual	63%	68%		80%	45%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	(4)%	(12)%		13%	(5)%	

Notes

North Shore is currently in the process of program design for a new allied health facility at the Danvers campus.

Northern Essex

- Haverhill

Capacity	Avai	lable Required			Surplus	Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft		
General purpose	45	40,180	42	35,662	3	4,518		
Specialized								
instruction	28	28,551	28	32,147	0	(3,596)		

Space Use	Seat Occupancy			Room Hour	Room Hour Utilization		
	General Specialized			General	Specialized		
Actual	58%	61%		63%	42%		
Benchmark	67%	80%		67%	50%		
Actual-Benchmark	(9)%	(9)%		(4)%	(8)%		

Northern Essex

- Lawrence

Capacity	Avai	lable	Requ	ired	Surplus	/(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	13	9,093	12	9,548	1	(455)
Specialized						
instruction	10	9,742	10	10,620	0	(878)

Space Use	Seat Oc	cupancy		Room Hour Utilization		
	General Specialized		General	Specialized		
Actual	65%	85%		62%	38%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	(2)%	5%		(5)%	(12)%	

Quinsigamond						
Capacity	Avai	lable	Requ	iired	Surplus	/(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	47	28,488	61	44,594	(14)	(16,106)
Specialized						
instruction	23	20,520	23	21,280	0	(760)

Space Use	Seat Oc	cupancy		Room Hour	Utilization
	General Specialized		General	Specialized	
Actual	67%	67%		87%	90%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	0%	(13)%		20%	40%

Course schedule and enrollment data are from 2005.

Roxbury						
Capacity	Avail	lable	Requ	iired	Surplus	(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	48	23,373	34	23,870	14	(497)
Specialized						
instruction	22	19,613	22	20,740	0	(1,127)

Space Use	Seat Occupancy			Room Hour	Utilization
	General Specialized		General	Specialized	
Actual	62%	51%		47%	30%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(5)%	(29)%		(20)%	(20)%

STCC						
Capacity	Avai	ilable	Requ	uired	Surplus/	(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	84	72,095	63	49,676	21	22,419
Specialized						
instruction	107	117,609	107	107,099	0	10,510

Space Use	Seat Occupancy			Room Hour Utilization		
	General	ral Specialized		General	Specialized	
Actual	63%	61%		50%	42%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	(4)%	(19)%		(17)%	(8)%	

Course schedule and enrollment data are from 2005.

State Colleges

Bridgewater						
Capacity	Avail	lable	Requ	iired	Surplus	/(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	87	60,867	90	89,606	(3)	(28,739)
Specialized						
instruction	52	45,509	52	50,909	0	(5,400)

Space Use	Seat Occupancy			Room Hour	Utilization
	General Specialized			General	Specialized
Actual	70%	71%		69%	31%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	3%	(9)%		2%	(19)%

Notes

Course schedule and enrollment data are from 2005.

Fitchburg								
Capacity	Avail	lable	Requ	Required			Surplus/(Deficit)	
	Rooms	Sq Ft	Rooms	Sq	Ft	Rooms	Sq Ft	
General purpose	67	56,649	46	45,	,958	21	14,712	
Specialized								
instruction	42	62,214	42	47,	,740	0	14,474	
Space Use	Sea	at Occup	ancy		Room	Hour Ut	ilization	
	Gener	ral Sp	pecialized		Gene	ral S _I	pecialized	
Actual		60%	59%			46%	25%	
Benchmark		67%	80%			67%	50%	
Actual-Benchmark		(7)%	(21)%		(2	21)%	(25)%	

Course schedule and enrollment data are from 2004.

Framingham						
Capacity	Avail	lable	Requ	ired	Surplus/	(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	64	51,856	60	52,118	4	(262)
Specialized						
instruction	43	39,872	43	40,496	0	(624)

Space Use	Seat Occupancy			Room Hour	Utilization
	General Specialized			General	Specialized
Actual	59%	59%		62%	26%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(8)%	(21)%		(5)%	(24)%

The college is currently considering a facility in Marlborough.

MassArt						
Capacity	Avail	lable	Requ	iired	Surplus/	(Deficit)
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	30	23,960	21	14,102	9	9,858
Specialized						
instruction	61	78,602	n/a	62,980	n/a	15,622

Space Use	Seat Oc	cupancy	Room Hour	Utilization
	General	Specialized	General	Specialized
Actual	57%	57%	48%	41%
Benchmark	67%	80%	67%	50%
Actual-Benchmark	(10)%	(23)%	(19)%	(9)%

MCLA						
Capacity	Available		Requ	ired	Surplus/(Deficit)	
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	30	19,914	26	20,152	4	(238)
Specialized						
instruction	17	13,635	17	14,862	0	(1,227)

Space Use	Seat Occupancy			Room Hour Utilizatio		
	General Specialized			General	Specialized	
Actual	45%	63%		57%	23%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	(22)%	(17)%		(10)%	(27)%	

Massachusetts Maritime Academy								
Capacity	Available Required		Surplus/(Deficit)					
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft		
General purpose	26	21,443	18	14,696	8	6,741		
Specialized								
instruction	28	27,948	n/a	28,629	n/a	(681)		

Space Use	Seat Occupancy			Room Hour	ur Utilization	
	General Specialized			General	Specialized	
Actual	62%	102%		47%	21%	
Benchmark	67%	80%		67%	50%	
Actual-Benchmark	(5)%	22%		(20)%	(29)%	

Salem						
Capacity	Available		Requ	iired	Surplus/(Deficit)	
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	93	70,623	87	75,878	6	(5,255)
Specialized						
instruction	46	44,785	46	48,705	0	(3,920)

Space Use	Seat Occupancy			Room Hour	Utilization
	General Specialized			General	Specialized
Actual	61%	71%		63%	40%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(6)%	(9)%		(4)%	(10)%

Westfield						
Capacity	Available		Requ	iired	Surplus/(Deficit)	
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft
General purpose	56	43,412	54	52,118	2	(8,706)
Specialized						
instruction	41	44,963	41	45,539	0	(576)

Space Use	Seat Occupancy			Room Hour	Utilization
	General	Specialized		General	Specialized
Actual	66%	64%		65%	23%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(1)%	(16)%		(2)%	(27)%

Course schedule and enrollment data are from 2004.

Worcester							
Capacity	Available		Requ	iired	Surplus/(Deficit)		
	Rooms	Sq Ft	Rooms	Sq Ft	Rooms	Sq Ft	
General purpose	84	60,670	54	46,200	30	14,470	
Specialized							
instruction	34	34,495	34	39,840	0	(5,345)	

Space Use	Seat Occupancy			Room Hour	Utilization
	General	Specialized		General	Specialized
Actual	61%	74%		43%	31%
Benchmark	67%	80%		67%	50%
Actual-Benchmark	(6)%	(6)%		(24)%	(19)%

Course schedule and enrollment data are from 2005.