

UVU Space Utilization Report to USHE

2021-2022

Required Question 1: Meeting Board Standards

Using the utilization data submitted with this report, explain how your institution intends to meet or exceed the standards by 2025 to meet legislative intent language and Board performance metrics.

a. Classroom Utilization Rate (RUR)

UVU's classroom utilization rate (RUR) for classrooms in Fall 2021 was 26.18 hours per week, which falls below the USHE standard of 33.75 hours per week. However, we did see a 10.34-hour increase from Fall 2020 to Fall 2021. We are pleased that UVU is once again making progress toward the USHE standard after setbacks from COVID-19. We continue to see demand for a variety of course delivery methods. In accordance with UVU's Academic Master Plan, Completion Plan 3.0, and Facilities Master Plan UVU balances USHE requirements with student demands and institutional needs to offer course options in multiple delivery modalities, allowing all of our students the best possibility for academic success and timely completion. As we do so, we expect the RUR to continue to increase, albeit at a slower rate than before COVID-19.

The number of sections offered by UVU decreased slightly (1.4%, excluding Concurrent Enrollment sections), which suggests that in normal circumstances, UVU would have shown a larger increase in the RUR.

b. Classroom Seat Occupancy Rate (SOR)

The classroom seat occupancy rate (SOR) for classrooms in Fall 2021 was 60.68%, which is 91% of the USHE standard. This is a 21.12% increase from Fall 2020. Both the RUR and SOR for classrooms are below the USHE standard, which we believe is a reflection of the reduced student demand for face-to-face courses during the pandemic. UVU is reviewing academic scheduling plans and strategic opportunities for improved academic planning, and we continue to monitor student demand for course modalities through program enrollments and student feedback opportunities, such as surveys.

c. Laboratory Utilization Rate

Teaching lab room utilization rates (RUR) were 28.88 hours per week in Fall 2021, an increase from 22.83 hours per week in Fall 2020.

The Fall 2021 RUR for teaching labs exceeds the USHE standard of 24.75 by 16.7%.

d. Teaching Lab Seat Occupancy Rate (SOR)

UVU's teaching lab seat occupancy rate (SOR) was 66.92% in Fall 2021, a 7.98% increase from Fall 2020. This falls below the USHE standard. UVU will review academic scheduling practices to determine if there are opportunities to balance RUR with SOR for teaching labs while also considering student demand, pedagogical matters, and other administrative logistics such as placement of specialized equipment.

Required Question 2: Local Conditions Affecting Utilization

What are local institutional conditions and other mission-related issues that affect space utilization and scheduling at your institution? What would you like policymakers to understand about the utilization data submitted by your institution?

UVU is seeing incremental improvements in room utilization, which had dropped during the COVID-19 pivot to primarily online course delivery.

Due to a high demand for certain course sections, availability of space, conducive schedules for both students and faculty members, and a desire to preserve best practices for teaching and learning, some scheduled course sections may affect utilization. While this practice has a negative impact on seat occupancy metrics, it supports our desire to help students complete their degrees in a timely manner, as outlined in our Academic Master Plan and Completion Plan 3.0. Some smaller sections will always be offered to help with completion, which may reduce our SOR.

Our stewardship of physical resources focuses on priority scheduling for credit-bearing academic programs above all other types of events. However, UVU also seeks to maximize the use of our facilities by making them available for supplemental class time, meetings, non-credit courses, university events, and events that support the economic and cultural needs of our service area. We are currently developing processes that will help us to better measure the space utilization of these additional events.

Required Question 3: Central Scheduling

What steps has your institution taken to implement centralized scheduling as required by Board Policy R751? What percent of your classroom and laboratory inventory are centrally scheduled?

UVU centrally manages the academic class schedule and room assignments, using a campus system for batch room assignments. This system also stores space scheduling data in a secure manner.

All academic room scheduling is centralized through the Academic Scheduling office using UVU's space scheduling system, 25Live, and Banner. "Priority" (or "Prescheduling") authority means that some academic departments may schedule rooms ahead of the batch process.

The Academic Scheduling office monitors the correct application of priority room assignments. Academic Affairs and the Academic Scheduling Committee, a shared governance committee at UVU, ensure that guidelines and processes for academic scheduling meet Board Policy R751 requirements.

Required Question 4: Institutional Utilization Policy

Provide a link or attach a copy of your institutional utilization policy required by Board Policy R751.

UVU Policy 425: Event Scheduling and Authorizing the Use of Campus Facilities

UVU Policy 425 is available at this link:

<https://policy.uvu.edu/getDisplayFile/59a85b3b568009ec588136fe>

Required Question 5: Hours of Operation

What are the hours of operation for your institutional facilities and what expectations does your institution have for facility use throughout the day?

UVU's campus is open Monday through Saturday, generally from 6 a.m. until midnight. The Fulton Library is open on Sundays from 1:00 p.m. to 9:00 p.m.

During the summer semester, classrooms and laboratories are available for scheduling beginning at 7:00 a.m. and concluding at 9:30 p.m. During the fall and spring semesters, classrooms and laboratories are available for scheduling beginning at 6:00 a.m. and concluding at 10:15 p.m. Saturday scheduling usually begins at 8:00 a.m. and concludes by 5:00 p.m.

Required Question 6: Optimizing Summer Term

What is your institution doing to optimize the use of available classrooms and teaching laboratories during the summer term?

In addition to experiencing a high demand for summer semester courses, UVU utilizes classroom and laboratory space for outreach programs, such as TRIO, Upward Bound, and UVU Prep, as well as professional workshops, youth camps, and conferences. UVU also conducts comprehensive marketing campaigns promoting in-person options for the summer semester.

Optional Question 1: Monitoring Methods

What monitoring methods or data collection guidelines does your institution use to ensure effective reporting of classroom and teaching laboratory utilization?

All credit courses must be scheduled through Banner (SIS). Banner is integrated with 25Live, and the centralized Academic Scheduling Office has stewardship of the accuracy of the data within the Banner class scheduling tables. All other events are scheduled through the 25Live system, which is monitored by both the Academic Scheduling Office within Academic Affairs and the Event Services office within Student Affairs.

Optional Question 2: Off-Peak Student Enrollment

What strategies does your institution employ for encouraging student enrollment during off-peak hours and better aligning student enrollments with available space?

After limited priority room scheduling is entered, academic credit course scheduling requests are filled using 25Live to find the best match in our space inventory and make room assignments. This process

takes class size and room size into consideration, as well as meeting patterns and department preferences for various buildings. The university has also expanded delivery options to make more online and hybrid class sections available to students.

Academic Affairs has developed additional analytics and dashboards in collaboration with Institutional Research that show fill rates for courses, including the identification of low-enrolled courses. This helps to drive conversations related to the cancellation or addition of class sections, especially during off-peak hours.

Academic advisors encourage waitlisted students to enroll in open sections during off-peak times, and these students also receive an email notifying them when a new course section opens.

Optional Question 3: Non-Instructional Room Utilization

What strategies does your institution employ to capture non-instructional classroom and laboratory utilization?

UVU uses a central scheduling system for all events (e.g., credit, non-credit, community events). We have invested in an analytics add-on for this system, which provides insights into credit course scheduling.