THE OHIO STATE UNIVERSITY
Columbus, OH

THE PROJECT
DOBER LIDSKY MATHEY (DLM) was engaged by the University's office of Resource Planning and Institutional Assessment (RPIA) to establish space allocation guidelines for each academic, administrative and student life unit.

CHALLENGE
RPIA wanted to update, standardize, streamline and simplify a comprehensive set of space allocation guidelines customized to reflect the activities of each unit on campus.

The goals identified for the Guidelines were that they:
- Be designed to accurately estimate the needs of each department by space type;
- Use data commonly available at the university;
- Be easy to use and understand with data and planning factors displayed in a transparent fashion;
- Establish common standards for common space types
- Allow the development of what-if scenarios with low investment of time in data collection

		Total Number	Number Requiring Office-type Work Area	Number Requiring Research Space WET LAB	Number Requiring Research Space DRY LAB	
A	Number of Post Docs.	9.00	8.00	5.00		
A1	Number of Residents					
B	**Students**					
B1	Number of PhD, Full-time	14.00	5.00	5.00		
B2	Number of PhD, Part-time					
B3	Number of Masters, Full-time					
B4	Number of Masters, Part-time					
B5	Number of Professional Students					
B6	Number of Undergraduate Majors, Full-time					
B7	Number of Undergraduate Majors, Part-time					
C	**Faculty**					
	Number of Chairs	1.00	1.00			
	Number of Vice Chairs					
	Number of Division Chiefs					
	Distinguished Faculty					
				Adjusted	Adjusted	
C1	Number of Faculty, Full-time	16.00	16.00	12.00	0.00	12.00
C2	Number of Faculty (between 50% and 99% time)	4.00	1.00	1.00	0.00	1.00
C3	Number of Faculty (less than 50% time)	1.00		0.00	0.00	
C4	Number of Faculty, Emeriti (Productive)	3.00	3.00	0.00	0.00	
D	Number of GTA's, (HC)					
E	**Research Staff**					
E1	Number of Research Staff, Full-time	7.00	7.00	7.00		
E2	Number of Research Staff (between 50% and 99% time)					
E3	Number of Research Staff (less than 50% time)					
F	Number of GRA's, HC					
G	Number of Technicians, FTE	6.00	6.00			
H	**Staff, Office-related**					
H1	Number of Professionals, FTE (office-related)	3.00	3.00			
H2	Number of Clerical, FTE	2.00	2.00			
I	Number of Student Workers, FTE (office-related)	3.00				
J	**Other**					
J1	Number of Other, TA's	25.00				
J2	Number of Other, FTE:					
J3	Number of Other, FTE:					
J4	Number of Other, FTE:					
	Total	**94.00**	**52.00**	**30.00**	**0.00**	

Faculty Researcher Adjustments					
Faculty Requiring Wet Lab Space				Faculty Requiring Dry Lab Space		
Research 100%	Tenure-track 75%	Clinical 50%		Research 100%	Tenure-track 75%	Clinical 50%
12.00						
1.00						

COLLEGE OF MEDICINE DATA SHEET: Cell Biology, Neurobiology, and Anatomy

SOLUTION
DLM developed a space needs modeling tool as an Excel spreadsheet that projected space requirements by broad space type. Each model was designed to reflect the space needs of the subject department. In conjunction with the modeling tools, DLM developed space allocation guidelines or factors used in the models. The factors were calibrated to the needs of each unit.

In all, 261 units were studied and modeled in the following Divisions: Academic (110), Administrative (81), Health Sciences (39) and Student Affairs (31).

	L	*M*	*L / M =* *N*	*O*	*N / O =* *P*	*M / 8 =* *Q*	*R*	*Q x R =* *S*	*T*	*S x T =* *U*	*S + U =* *V*
3. LABORATORY AND RELATED	**Weekly Student Contact Hours**	**Average Section Size**	**Section Hours in Lab**	**Hours Available per Lab**	**Number of Labs**	**Stations Per Lab**	**ASF per Station**	**Teaching Lab ASF**	**Percent Support**	**Teaching Lab Support ASF**	**ASF**
TEACHING LABS											
Teaching Labs, Scheduled	216.00	12	18	22	1	15	80	1,200	25%	300	1,500
Teaching Labs	0.00		0	22	0	0	30	0	25%	0	0
Teaching Labs, Unscheduled (at 25% of Scheduled Hours)	54.00	16	4	45	1	20	30	600	25%	150	750
										Subtotal 3	**2,250**

		W	*X*	*Y*	*Z*	*AA*	*AB*	*(W x Y) + (X x AA) =* *AC*	*(W x Z) + (X x AB) =* *AD*	*AC + AD =* *AE*
4. RESEARCH AREAS		**Number of Researchers Requiring WET LAB Space**	**Number of Researchers Requiring DRY LAB Space**	**WET LAB Multiplier**	**WET LAB Support Multiplier**	**DRY LAB Multiplier**	**DRY LAB Support Multiplier**	**Research Area ASF**	**Lab Support ASF**	**ASF**
	Personnel Category									
A	Number of Post Docs.	5.00	0.00	150	50	75	25	750	250	1,000
B	**Students**									
B1	Number of PhD, Full-time	18.00	0.00	150	50	75	25	2,700	900	3,600
B2	Number of PhD, Part-time	0.00	0.00	150	50	75	25	0	0	0
B3	Number of Masters, Full-time	0.00	0.00	150	50	75	25	0	0	0
B4	Number of Masters, Part-time	0.00	0.00	150	50	75	25	0	0	0
C	**Faculty**									
C1	Number of Faculty, Full-time	14.00	0.00	300	100	150	50	4,200	1,400	5,600
C2	Number of Faculty (between 50% and 99% time)	1.00	0.00	300	100	150	50	300	100	400
C3	Number of Faculty (less than 49% time)	1.00	0.00	0	0	0	0	0	0	0
C4	Number of Faculty, Emeriti (Productive)	0.00	0.00	300	100	150	50	0	0	0
E	**Research Staff**									
E1	Number of Research Staff, Full-time	0.00	0.00	300	100	150	50	0	0	0
E2	Number of Research Staff (between 50% and 99% time)	1.00	0.00	300	100	150	50	300	100	400
E3	Number of Research Staff less than 49% time)	0.00	0.00	0	0	0	0	0	0	0
F	Number of GRA's, (HC)	24.00	0.00	150	50	75	25	3,600	1,200	4,800
G	Number of Technicians, FTE	7.00	0.00	0	0	0	0	0	0	0
J	**Other**									
J2	Number of Other, FTE:	0.00	0.00	300	100	150	50	0	0	0
J3	Number of Other, FTE:	0.00	0.00	300	100	150	50	0	0	0
J4	Number of Other, FTE:	0.00	0.00	300	100	150	50	0	0	0
	Totals:	**71.00**	**0.00**						**Total 4**	**15,800**

COLLEGE OF MEDICINE DATA SHEET: Physiology

RESULTS
The models are used in two ways. The primary use is for planning staff to quickly model space needs when initially discussing with units how they could be accommodated in a move or as they planned to occupy new or renovated space.

The early space estimates inform broad brush cost estimates that ground the discussions in reality from the outset.
The second use is to conduct what-if scenarios in answer to senior staff questions regarding campus-wide space needs and planning concepts.

*Project completed under previous name: Dober, Lidsky, Craig and Associates, Inc.

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DOBER LIDSKY MATHEY
CREATING CAMPUS SOLUTIONS