

Reference

The class and class enrollment data for this report are as of week seven of the Fall 2016 semester. Classes included meeting patterns from the regular and "7 Week 1" sessions. Week 7 class meeting patterns are viable as of the Census Date (end of week 6). Enrollments were pulled from the Fall 16 Week 7 Enrollment Snapshot from the Student Administration Data Mart.

Classroom identification by building and room number, capacity, and size in square feet are as recorded by the units in the Facilities Inventory System (FIS) for FY16, with some updates, validated with units, to account for rooms that came on-line during summer 2016 after the inventory system had closed. Only room types 110, Classroom, and 610, Assembly are included; the team did not analyze utilization of instructional laboratories. This report includes all class components delivered in these rooms. See below for definitions of each of the included room types. Only those rooms within the core of the main campus (master plan precinct codes B, C, D, E & K within Precinct 29) were included. Room "owner" was determined by the assignment in the FIS; for some shared rooms, the "lead dean" for the department with the majority presence was determined to be the "owner."

Measures Used in this Report

Days of the Week Included - Monday through Friday

Times of the Day Included - Any Class Meeting Pattern from 7:30AM - 4:30PM

Class Component - Example - LEC, DIS, SEM

Number of Class Meeting Patterns - Example - MWF 10:10-12:05 = 1

Number of Class Meetings - Example - MWF 10:10-12:05 = 3

Count of Class example - Each distinct class = 1

Cross-listed Classes - Counts as one section and the enrollment is combined

Count of Rooms - Each distinct facility/room = 1

Note: Rooms with balconies are identified by the facility code, facility name and room number of the main (non balcony) space. For these rooms, the seats in the balcony were added to the seats in the main hall in order to calculate one instructional station count for the total space. Size (in square feet) of the balcony and main hall was similarly totaled.

Headcount of students - Sum of number of students in each class meeting patterns

Event Hours/Week - Total number of hours of classes

Room Available Hours - Count of Rooms *42.1 (For classes scheduled 8:00 AM and 4:30 PM, M-F)

Seat fill target - 60-70% all classroom

Room utilization: Several measures, including hours per week and seat fill, as defined in the Cornell Classroom Space Guidelines, see

https://blogs.cornell.edu/dbpsite/files/2017/02/Classroom_Space_Guidelines_Final_17_0119-1olgl1d.pdf

Terms and Definitions

Assembly - A room designed and equipped for the assembly of many persons for events such as dramatic, musical, devotional, livestock judging, or commencement activities. The room can also be used for instructional or classroom activity purposes to a minor or incidental extent. Inventoried as room type 610. Further information can be found in in Cornell policy 2.7, Reporting the Use of Facilities.

Class - A class is an instance of a course offered for a specific period of time by specific instructors. Some elements that define a class are determined at the course level, including subject, course #, grading option, credit hours, title, and component. The main elements that are specific to the class level are: term offered, instructor(s), meeting times, meeting days, room.

Classroom - A room or space used primarily for instruction classes and that is not tied to a specific subject or discipline by equipment in the room or the configuration of the space. Includes general purpose classrooms, lecture halls, recitation rooms, seminar rooms, and other spaces used primarily for scheduled, non-laboratory instruction. Inventoried as room type 110. Further information can be found in in Cornell policy 2.7, Reporting the Use of Facilities.

Co-meet class - An undergraduate and a graduate or professional class meeting at the same time and in the same location OR classes with differing subjects that meet at the same time/location.

Meeting frequency - How often a class meets each week.

Professional school - The Johnson Graduate School of Management, Law School, or College of Veterinary Medicine.

Responsible unit - Entities that offer classes. Includes colleges, schools, divisions (e.g., Student and Campus Life).

Seat fill ratio - The percentage of seats occupied for those times when a room is in use. This variable measures the match between section (class) size and room size. Also known as Station Occupancy Ratio, it can be calculated for one class, for one room, or for an aggregation of rooms. Calculated by dividing the aggregate weekly number of students by (the number of seats available in the room times the actual number of weekly hours the room is scheduled).

Standard meeting days and times - The faculty approved class meeting start and end times and days of the week on which classes may be taught as published in the Courses of Study. The Fall 2016 analysis interpreted application of a standard meeting day and time as generously as possible, by including:

* Classes that start on or after the approved time/day, AND end before the approved time/day (class occurs wholly within an approved time period but ends ≤ 15 min early).

* Classes that meet on only one (where multiple is standard) of the approved days at an approved time. (e.g. meet only on Monday of a Mon/Wed period).

* Classes that meet on multiple approved days at an approved time (but not an approved standard period with regard to days) (e.g. meet MWRF 9:05-9:55).

"Non-standard" meeting patterns are any meeting patterns that deviate from the faculty approved class meeting start and end times and days of the week.