



SPACE MANAGEMENT

Best Practices

Office of Facilities Coordination

Texas A&M University

Texas Higher Education Coordinating Board Facilities Conference

February 2000

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- **SPACE MANAGEMENT Best Practices**
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CBM-004

CBM-005

**Room
Information**

**Building
Information**

Master Plan



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CBM-004

CBM-005

Room
Information

Building
Information

Master Plan

Facilities Inventory

```
graph TD; RI[Room Information] --> FI[Facilities Inventory]; BI[Building Information] --> FI;
```

The diagram illustrates the flow of information from Room Information and Building Information to a Facilities Inventory. Two grey arrows originate from the bottom of the Room Information and Building Information boxes, pointing downwards and then curving to point towards the Facilities Inventory box. The Facilities Inventory box is highlighted with a yellow border.

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CBM-004

CBM-005

Room
Information

Building
Information

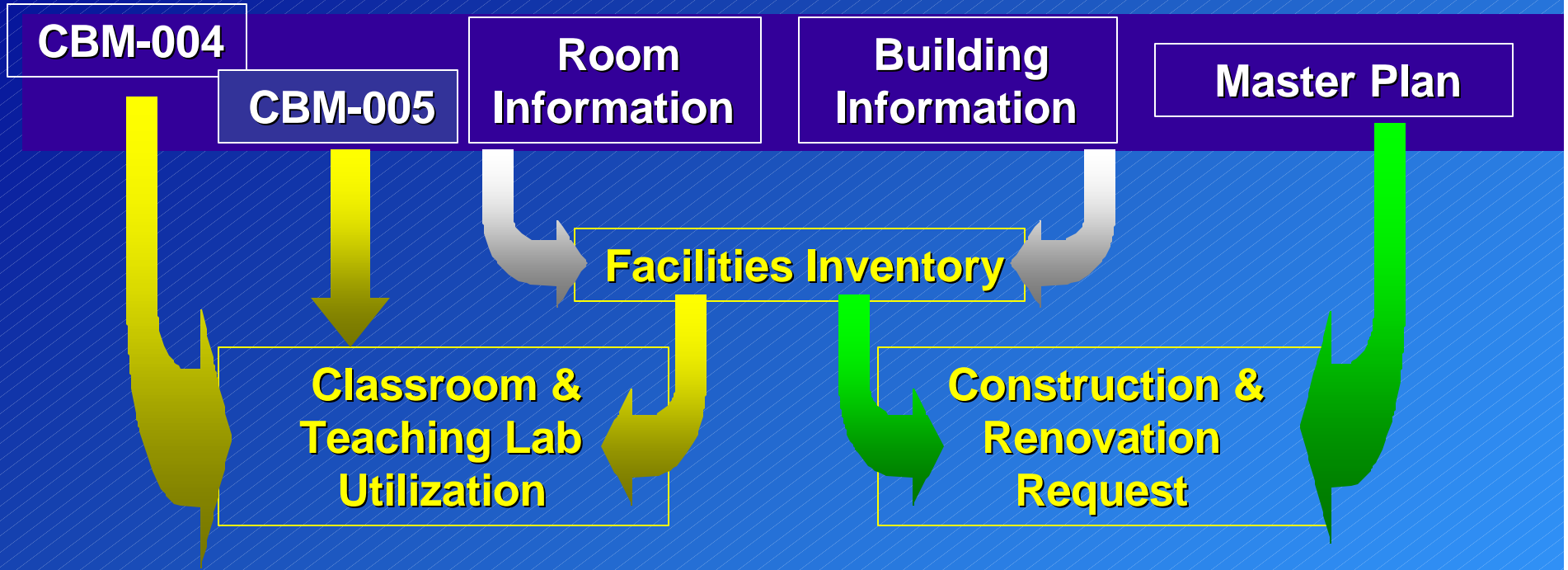
Master Plan

Facilities Inventory

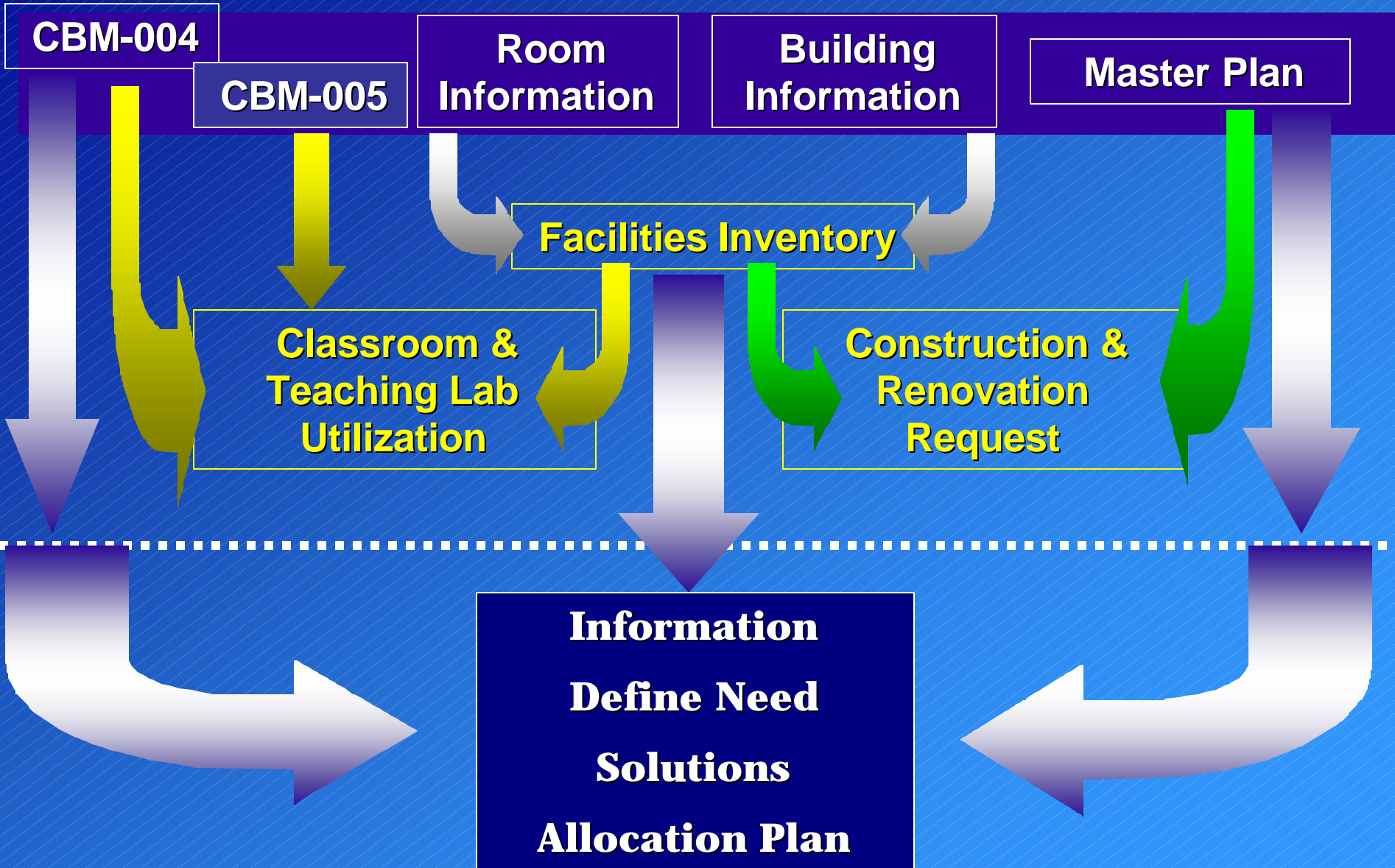
Construction &
Renovation
Request



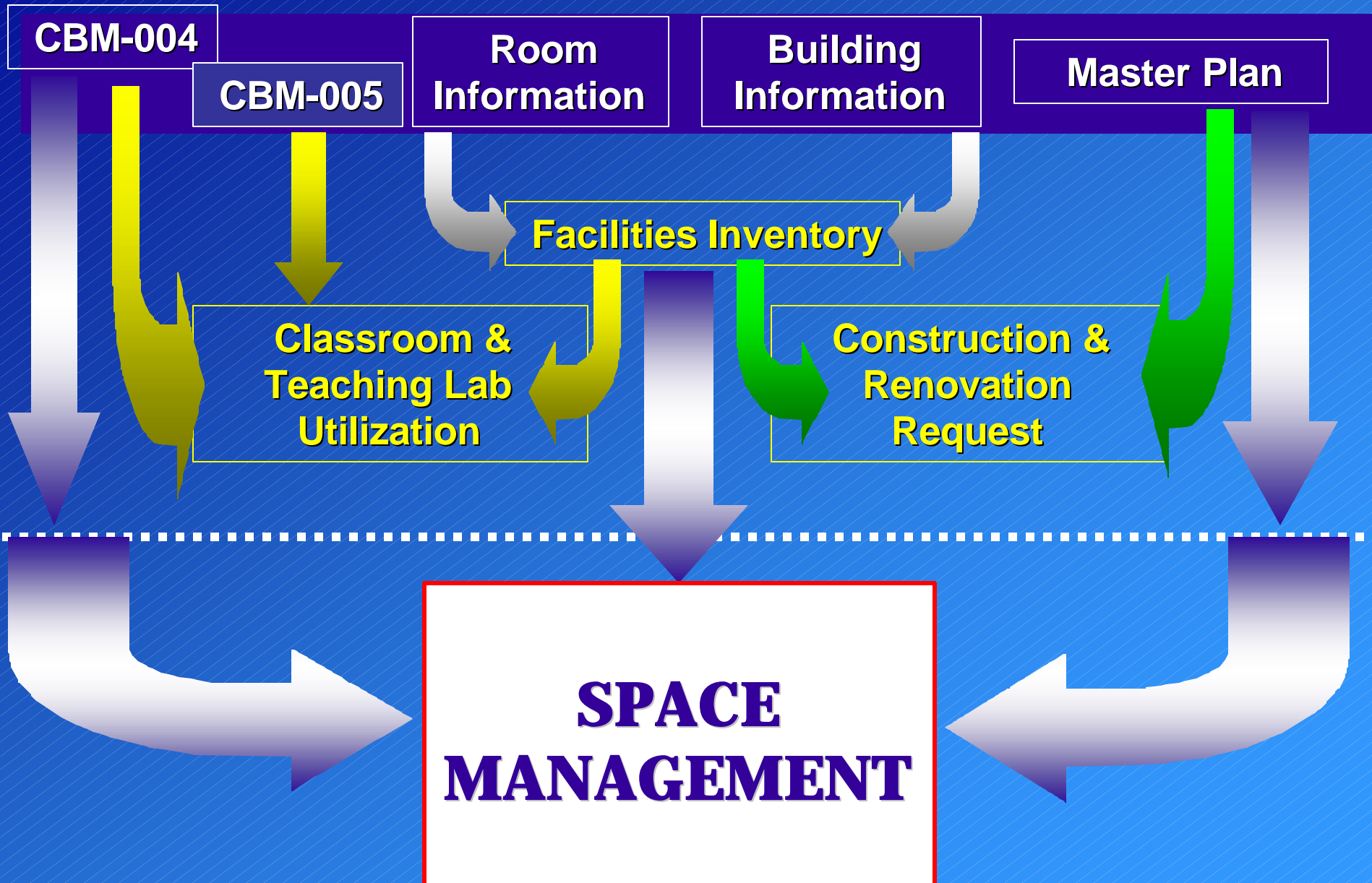
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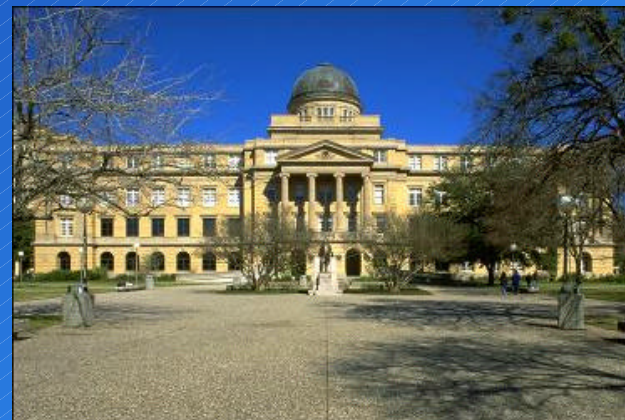


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Overview

- **Trends**
- **Current Challenges**
- **Future Opportunities**



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Trends

- **New Construction vs Renovation**
- **Funding Levels & Sources**
- **Deferred Maintenance**



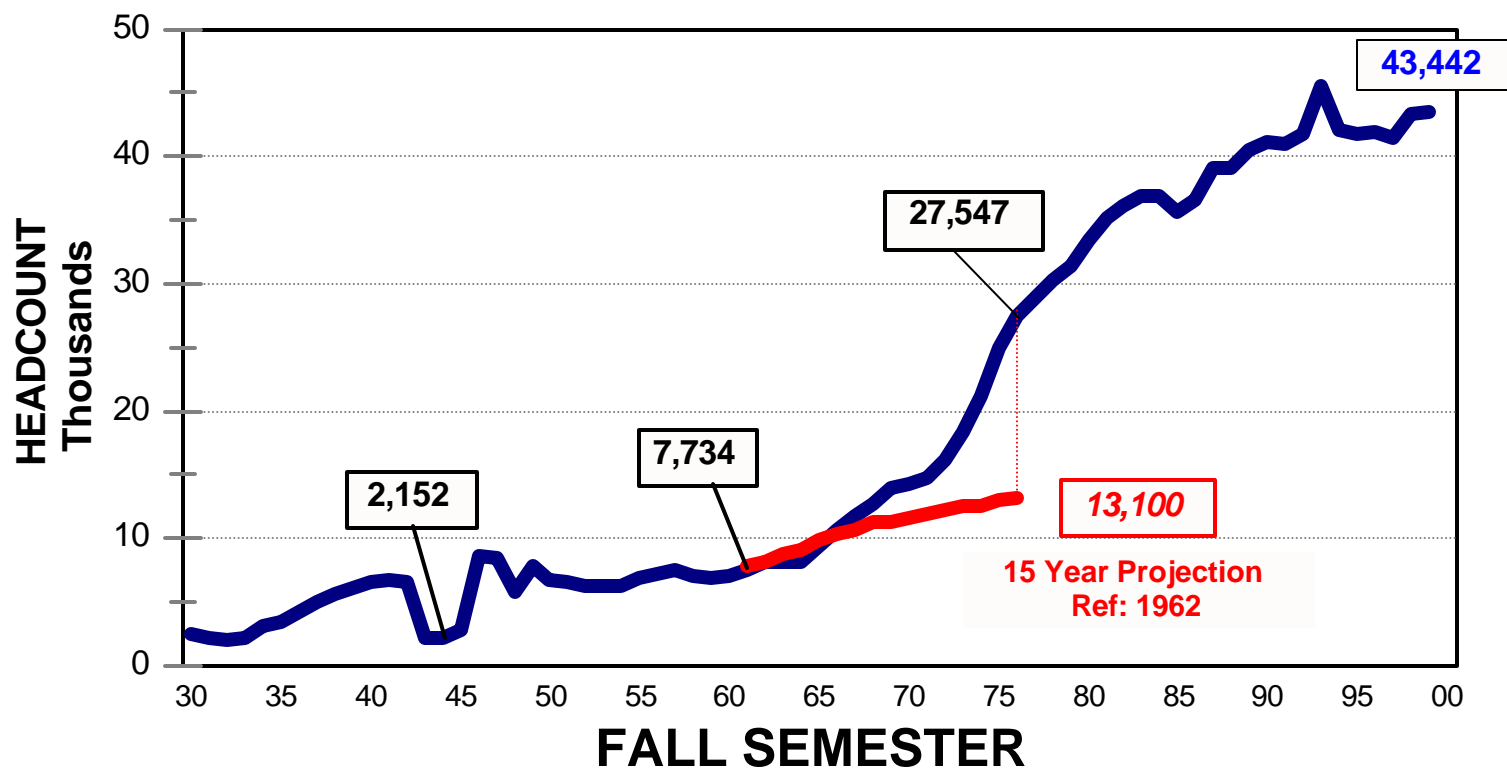
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Institutional Growth

TEXAS A&M UNIVERSITY

Enrollment Profile: 1930 to 1999



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Current Challenge

- **Focus on Space Management**
- **Providing Quality & Quantity**
- **Defining Priorities**
- **“Dynamic Stability”**



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Meeting the Challenge

- **Administrative Support**
- **Data & Information Base**
- **User Involvement**



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Administrative Support

- **Education**
- **Involvement**
- **Organization**



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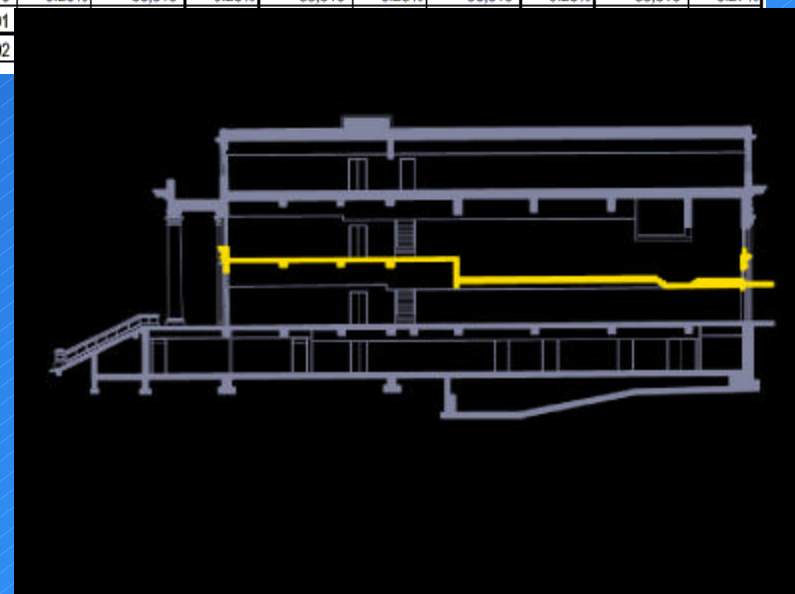
Data & Information

- **Usefulness**

- **Technology**

- **Design & Access**

(Net Assignable Square Feet)										
SYSTEM PART	FALL 1994	% OF TOTAL	FALL 1995	% OF TOTAL	FALL 1996	% OF TOTAL	FALL 1997	% OF TOTAL	FALL 1998	% OF TOTAL
System Admin. (01)	87,781	0.77%	82,794	0.70%	85,558	0.72%	83,392	0.69%	78,780	0.63%
TAMU (02)*	9,150,480	80.54%	9,631,514	81.39%	9,535,657	80.73%	9,682,102	80.39%	9,782,587	78.40%
HSC (03)	253,985	2.24%	252,779	2.14%	251,914	2.13%	249,902	2.07%	495,897	3.97%
TAES (06)	773,304	6.81%	745,269	6.30%	725,508	6.14%	747,463	6.21%	741,165	5.94%
TAEX (07)	145,017	1.28%	158,048	1.34%	156,127	1.32%	153,971	1.28%	158,600	1.27%
TEES (08)	364,141	3.21%	358,701	3.03%	368,785	3.12%	385,534	3.20%	432,964	3.47%
TEEX (09)	196,037	1.73%	195,533	1.65%	200,640	1.70%	205,612	1.71%	225,182	1.80%
GALVESTON (10)	160,578	1.41%	179,758	1.52%	258,882	2.19%	230,729	1.92%	240,131	1.92%
TFS (11)	9,897	0.09%	9,897	0.08%	9,897	0.08%	9,897	0.08%	9,897	0.08%
TTI (12)	140,756	1.24%	140,932	1.19%	140,832	1.19%	142,200	1.18%	159,980	1.28%
TVMDL (20)	33,315	0.29%	33,315	0.28%	33,315	0.28%	33,315	0.28%	33,315	0.27%
NON-TAMUS (99)	45,801									
TOTAL	11,361,092									



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User Involvement

- **Communication**

- ✓ **Facilities Users Group**
- ✓ **Facilities Database Coordinating Committee**
- ✓ **Departmental Business Administrators**
- ✓ **Campus Facilities Planning Committee**



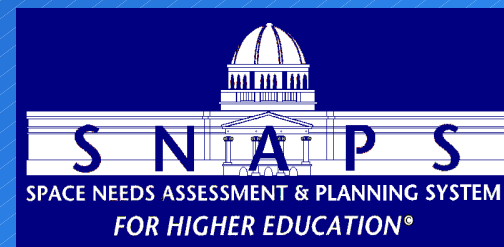
- ***Space is not a rational issue***

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Future Opportunities

- **Understand what you have**
- **Assess your need**
- **Develop Creative Solutions**
- **Management Needs will vary**



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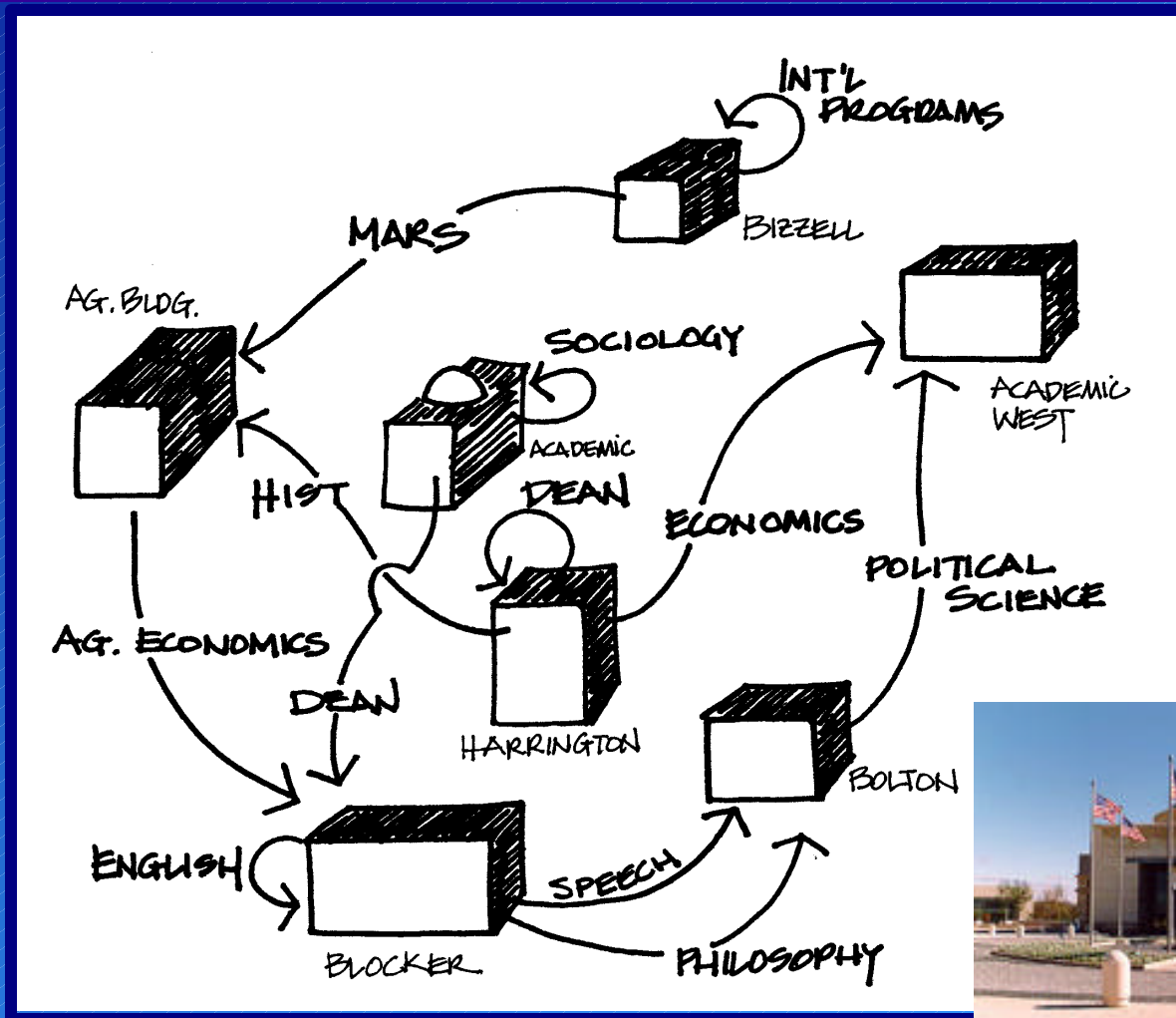
Needs Assessment

COMPUTED SPACE NEEDS					7004	
Unit Summary					Fall 1999	
					Chemical Engineering	
TYPE OF SPACE	Assignable Area			Actual of Computed	Headcount Personnel	
	Actual	-	Computed NEED			=
OFFICE						
Administrator-1	0		0	0	NA	
Administrator-2	300		360	(360)	0.0%	
Faculty-1	2,588		3,360	(3,360)	0.0%	
Faculty-2	180		210	(210)	0.0%	
Staff (Non-Classified)	2,500		3,220	(3,220)	0.0%	
Support (Classified)	400		480	(80)	83.3%	
Grad Asst Teaching	5,785		6,480	(6,480)	0.0%	
Grad Asst NonTeaching	0		0	0	NA	
Grad Asst Research	0		0	0	NA	
Research Asst	0		0	0	NA	
Student Staff	0		570	(570)	0.0%	
Other	0		70	11,283	16218.6%	
OFFICE SUBTOTAL	11,753		14,750	(2,997)	79.7%	
Conference	234		1,040	(806)	22.5%	
Office Service	136		738	(602)	18.4%	
Teaching Laboratory	3,127		4,729	(1,602)	66.1%	
Research Laboratories	28,961		48,318	(19,357)	59.9%	
Special Use	11,664		11,664	0	100.0%	
GRAND TOTAL	55,875		81,239	(25,364)	68.8%	
					FCOR	02/16/00

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Solutions





... stewardship of the Campus Legacy ...





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<http://www.tamu.edu/fcor>

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