

**CAPILANO UNIVERSITY
2017/18
Space Utilization Activity Report**

DRAFT

A) Domestic Activity - On and Off Campus Includes all Domestic student contact hours provided on and off campus.

Instructional Space Utilization (CHE Reports)

Institution	Campus Small(S) Medium(M) Large(L)	Total ⁽¹⁾ ASCH by Campus	Class/Labs				Shops/Teaching Kitchens					
			⁽¹⁾ ASCH for Class/Lab	⁽²⁾ Notional Class/Lab ST ST	ASCH/ ST ST	ASCH/ STST Space Standards	Utilization Rate	⁽¹⁾ ASCH for Shop/Teaching Kitchen	⁽²⁾ Notional Shop/ Teach. Kitchen ST ST	ASCH/ST ST	ASCH/ STST Space Standards	Utilization Rate
CAP U	North Vancouver (L)	2,758,276	2,758,276	4,230	652	1,000	65%	0	0	#DIV/0!	825	#DIV/0!
CAP U	Squamish (S)	18,760	18,760	0	#DIV/0!	650	#DIV/0!	0	0	#DIV/0!	540	#DIV/0!
CAP U	Sunshine Coast (S)	23,278	23,278	169	138	650	21%	0	0	#DIV/0!	540	#DIV/0!
Institution Total ASCH		2,800,314										

Actual Reported Space vs. Recommended Space Guidelines (FIS Reports)

Admin/Faculty Offices			Library/ Reading/ Study/Lounge			Cafeteria		
Actual Total Area M ²	⁽³⁾ Notional Area based on RPG Space Standard	% of Total Space to Recommended Space Standard	Actual Total Area M ²	⁽⁴⁾ Notional Area based on RPG Space Standard	% of Total Space to Recommended Space Standard	Actual Total Area M ²	⁽⁵⁾ Notional Area based on RPG Space Standard	% of Total Space to Recommended Space Standard
6,975	4,965	140%	3,018	3,724	81%	1,262	1,379	91%
0	34	0%	0	25	0%	0	9	0%
119	42	283%	101	31	323%	0	12	0%

B) All Activity - On and Off Campus Includes Domestic as noted above and International Students.

Institution	Campus Small(S) Medium(M) Large(L)	Total ⁽¹⁾ ASCH by Campus	Class/Labs				Shops/Teaching Kitchens					
			⁽¹⁾ ASCH for Class/Lab	⁽²⁾ Notional Class/Lab ST ST	ASCH/ ST ST	ASCH/ STST Space Standards	Utilization Rate	⁽¹⁾ ASCH for Shop/Teaching Kitchen	⁽²⁾ Notional Shop/ Teach. Kitchen ST ST	ASCH/ST ST	ASCH/ STST Space Standards	Utilization Rate
CAP U	North Vancouver (L)	3,572,536	3,572,536	4,230	844	1,000	84%	0	0	#DIV/0!	825	#DIV/0!
CAP U	Squamish (S)	18,760	18,760	0	#DIV/0!	650	#DIV/0!	0	0	#DIV/0!	540	#DIV/0!
CAP U	Sunshine Coast (S)	23,278	23,278	169	138	650	21%	0	0	#DIV/0!	540	#DIV/0!
Institution Total ASCH		3,614,574										

Admin/Faculty Offices			Library/ Reading/ Study/Lounge			Cafeteria		
Actual Total Area M ²	⁽³⁾ Notional Area based on RPG Space Standard	% of Total Space to Recommended Space Standard	Actual Total Area M ²	⁽⁴⁾ Notional Area based on RPG Space Standard	% of Total Space to Recommended Space Standard	Total Area M ²	⁽⁵⁾ Notional Area based on RPG Space Standard	% of Total Space to Recommended Space Standard
6,975	6,431	108%	3,018	4,823	63%	1,262	1,786	71%
0	34	0%	0	25	0%	0	9	0%
119	42	283%	101	31	323%	0	12	0%

⁽¹⁾ASCH: Annual Student Contact Hours as submitted by the Institution
⁽²⁾Notional Student Stations: based on FIS data as submitted by the Institution and applying the Unit Area per Student Station Space Standard as noted in the RPG Space Standards Review Report
⁽³⁾Space Standards - first 250,000 SCH = 1.6m² per 1000 SCH. Over 250,000 SCH = 1.8m² per 1000 SCH
⁽⁴⁾Space Standards - 1.35m² per 1000 SCH
⁽⁵⁾Space Standards - up to 200,000 SCH case-by-case. Over 200,00 = 0.5m² per 1000 SCH

COMMENTS:

- The Squamish campus is closed. The current contact hours for Squamish of 18,760 hrs are coming from the Mt. Currie location.
- The Sunshine Coast campus is open but there is a decrease in hours. Programs are running.

17/18 over 16/17 Changes in Base Funded Data:

Changes in Annual CHE's:

	Class Labs		Shop/Teaching Kitchens	
	CHE	Percent	CHE	Percent
Domestic	(48,046)	(1.7%)	--	--
International	184,496	29.30%	--	--

2017/18 Contact Hour Activity Report

Institution name **CAPILANO UNIVERSITY**

Contact Hour Activity Report (Due July 16, 2018)

This report, along with accurate and up-to-date Facilities Space Inventory data, forms the foundation for the review of institutions' requests to Government for facilities expansion. To meet the requirements of the Space Standards, data is to be separately reported by Campus and Space Type (Class/Lab or Shop/Teaching Kitchen), and with activity delivered to international students separated from all other activity. Please complete and upload the Excel file to your **institution's folder** on the Accountability Framework SharePoint site.

https://aved.collaborate.gov.bc.ca/branches/information_data/framework/SitePages/Accountability%20Framework%20Home.aspx

A script is available on the SharePoint site to help complete the report.

Table A: Contact Hour Activity for Fiscal Year 2017/18

Campus Name	Onsite ¹ CHE ²				Offsite ³ CHE				Campus Total
	Domestic Students		International Students		Domestic Students		International Students		
	Class/Lab	Shop/Teaching Kitchen	Class/Lab	Shop/Teaching Kitchen	Class/Lab	Shop/Teaching Kitchen	Class/Lab	Shop/Teaching Kitchen	
North Vancouver	2,312,027		687,897		446,249		126,363		3,572,536
Squamish					18,760				18,760
Sunshine Coast	20,086				3,192				23,278
									-
Total	2,332,114	-	687,897	-	468,201	-	126,363	-	3,614,574

Notes

¹ Onsite activity includes classroom instruction such as lectures, labs and tutorials.

² CHE: A contact hour equivalent (CHE) is defined as equivalent of one hour of scheduled class time. A CHE is a means of recognizing an amount of educational activity comparable to a conventional Student Contact Hour (SCH), but not specific to a mode of delivery.

³ Offsite activity includes distributed education (DE), online, prior learning assessment (PLA), practicum or on-the-job training and other activities, as well as instruction delivered at worksites, rented or donated locations. **Please assign offsite activity to the main or regional campus that administers the activity.** Activity delivered at a offshore/foreign campus should be excluded from the report.

Comments/Description of Manual Edits

For Contact Purposes:

Completed by: Nancy Morris Position Title: Institutional Research Analyst

Telephone Number: _____ Email address: nmorris@capilanou.ca

Date: July 9, 2018

2017/18 Contact Hour Activity Report

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