



State Council of
Higher Education for Virginia

Advancing Virginia through Higher Education

An Overview of SCHEV's Fixed Asset Guidelines



Statutory Authority to Develop and Administer Fixed Asset Guidelines

- **§ 23-9.6:1. Duties of Council generally.**
- In addition to such other duties as may be prescribed elsewhere, the State Council of Higher Education shall:
- 9. Develop a uniform, comprehensive data information system designed to gather all information necessary to the performance of the Council's duties. The system shall include information on admissions, enrollments, self-identified students with documented disabilities, personnel, programs, financing, **space inventory, facilities** and such other areas as the Council deems appropriate...

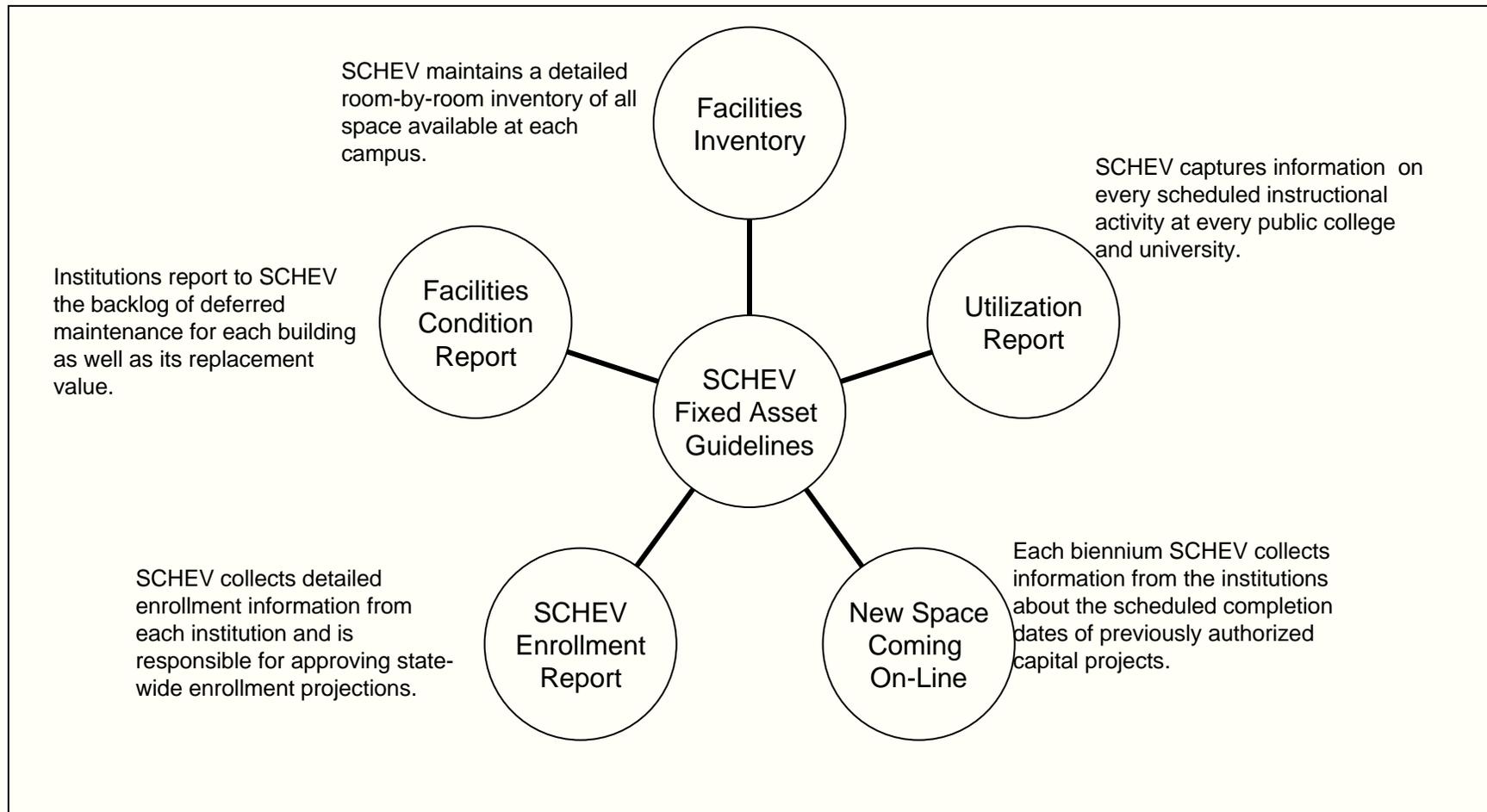


Statutory Authority to Develop and Administer Fixed Asset Guidelines

- **§ 23-9.9. Preparation of budget requests; submission of budget requests to Council; coordinating requests; submission of recommendations to Governor and General Assembly.**
- The Council of Higher Education shall **develop policies, formulae and guidelines** for the fair and equitable distribution and use of public funds among the public institutions of higher education, taking into account enrollment projections and recognizing differences as well as similarities in institutional missions. Such policies, formulae and guidelines as are developed by the Council shall include provisions for **operating expenses and capital outlay programs** and shall be utilized by all public institutions of higher education in preparing requests for appropriations. The Council shall consult with the Department of Planning and Budget in the development of such policies, formulae and guidelines to insure that they are consistent with the requirements of the Department of Planning and Budget.

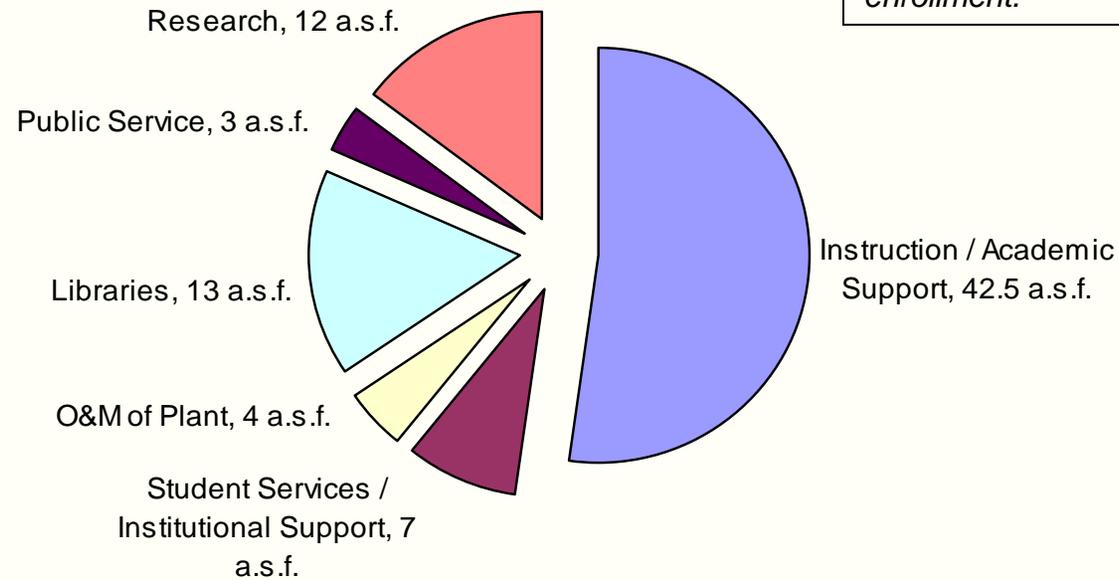


Information Sources Used in the Administration of the Fixed Asset Guidelines





1. Square Footage Guidelines



The need for Educational and General Space under the SCHEV guidelines is primarily determined by regular session on-campus enrollment.

Please note: No quantitative guidelines exist for Library and Public Service space. Amounts shown above are actual.

Please note: Research Space need is determined by sponsored research expenditures and graduate enrollment.



Another primary determinant in assessing the need for Educational and General Space under the SCHEV guidelines is utilization.

2. Space Utilization Requirements

Classrooms

- Average 40 hours of room use per week
- Average 60% occupancy while the room is in use
- Average 24 hours of station use per week

Class Labs

- Average 24 hours of room use per week
- Average 75% occupancy while the room is in use
- Average 18 hours of station use per week



3. Facility Condition Guideline

The existing backlog of deferred maintenance is a key determinant for prioritizing renovation requests under SCHEV Fixed Asset Guidelines.

$$\frac{\text{Backlog of Deferred Maintenance}}{\text{Building Replacement Value}} = \text{Facility Condition Index}$$

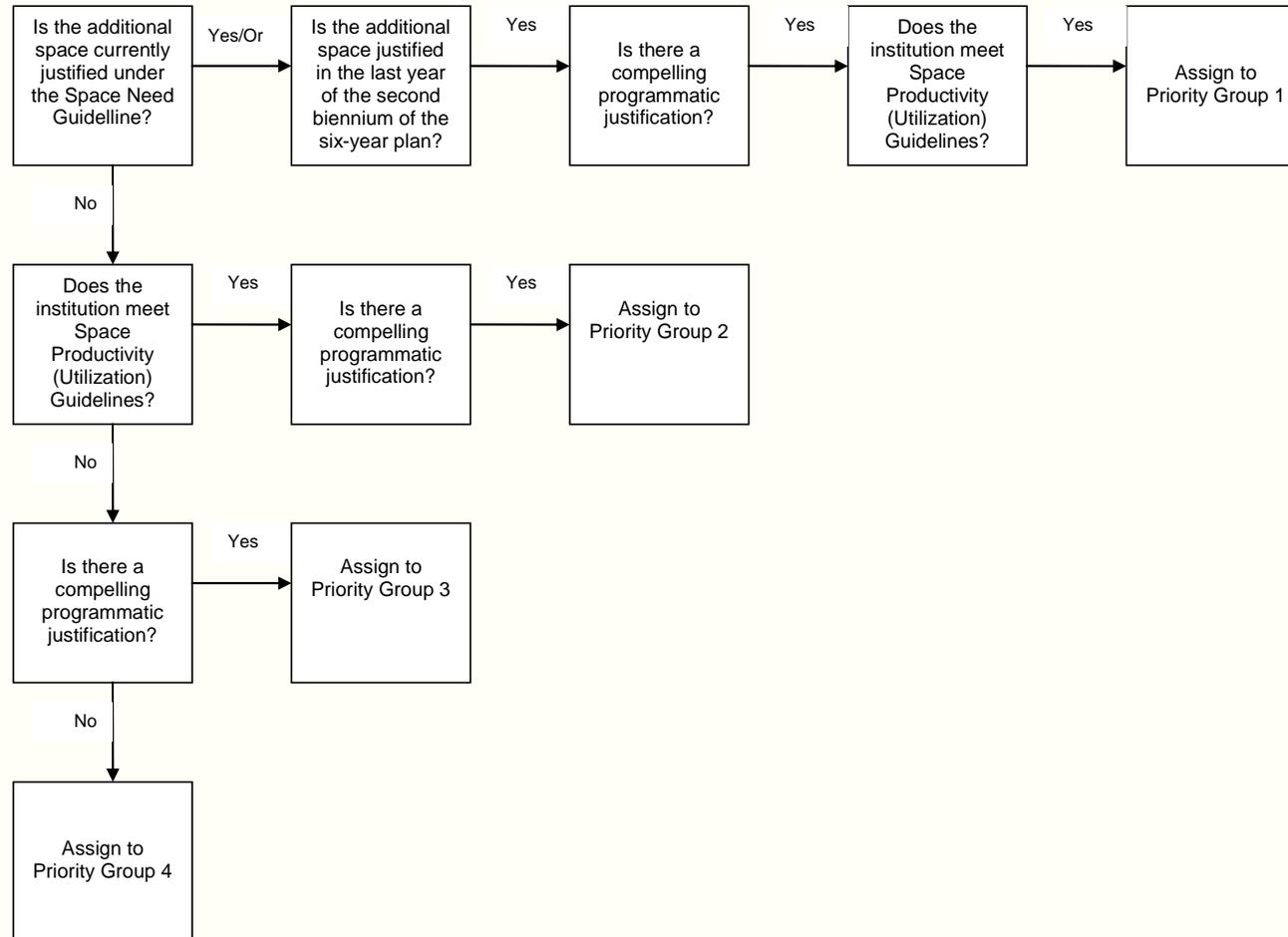
0% - 5% = Good

6% - 10% = Fair

> 10% = Poor

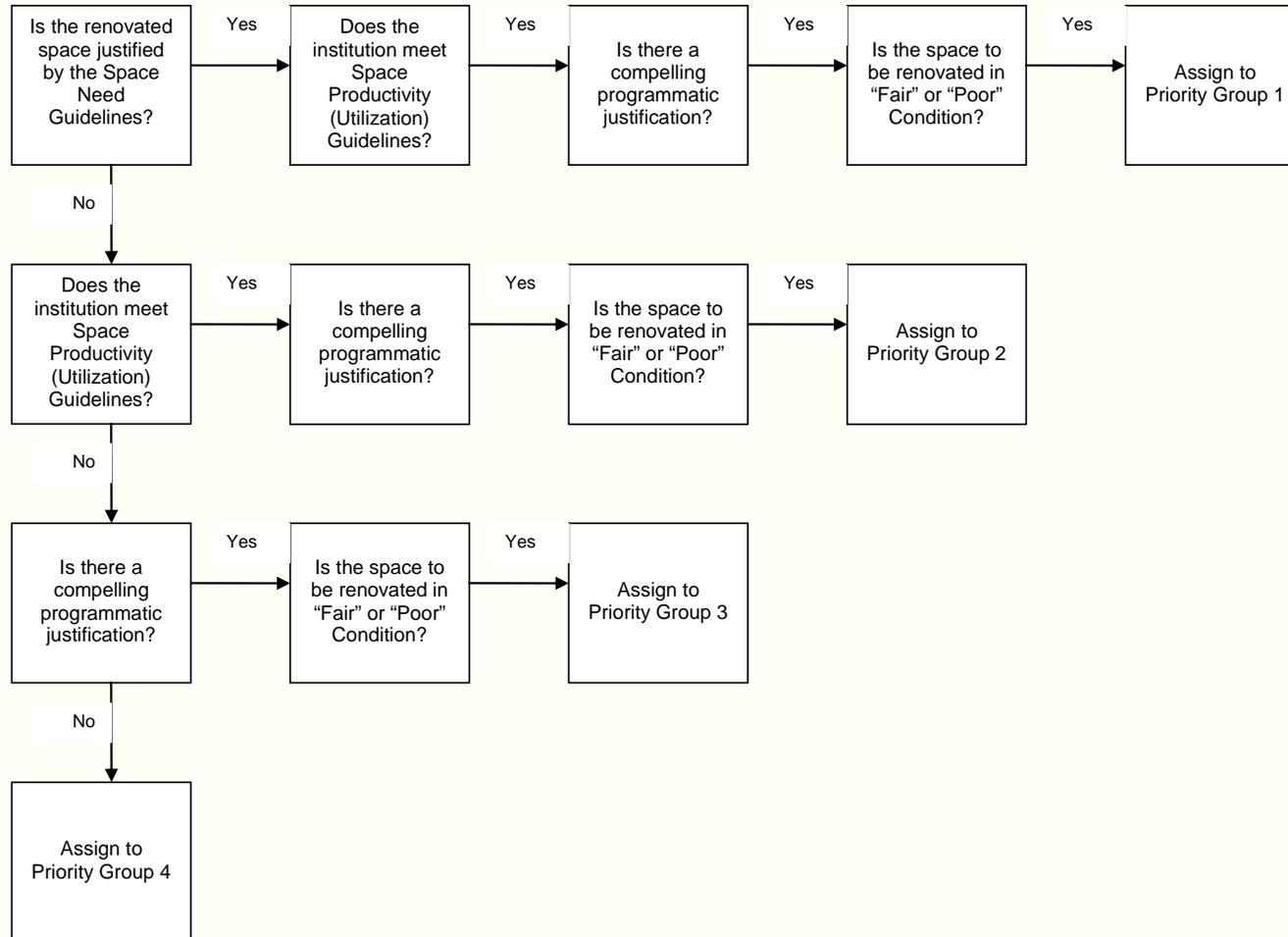


Prioritization Rules for Construction of New Educational and General Space





Prioritization Rules for the Renovation of Educational and General Space





SCHEV Capital Outlay Priority Groups

Priority Groups for which Funding Was Recommended:

Priority Group 1.A – these are projects which are fully justified under Council’s Fixed Asset Guidelines.

Priority Group 1.B – these are projects which address critical statewide capital outlay needs and which meet some but not all of the space need, productivity and/or facility condition criteria in the Council’s Fixed Asset Guidelines.

Priority Group “P” (Planning) – these are projects for which planning money has been previously authorized or projects which have been authorized to be completed in phases.

Priority Group “C” (Cost Overruns) – Council supports the pooled approach to authorizing project supplements. These projects are recommended for inclusion in a central account with release of the funds based on an independent review by the Departments of General Services and Planning and Budget to insure that all steps necessary have been taken to complete them within budget while maintaining the programmatic intent of the project.

Recommended NonGuideline General Fund – these projects lie outside of the Council’s quantitative space needs assessment scheme but have been recommended based on a compelling programmatic justification.

Recommended NonGuideline NonGeneral Fund – these projects lie outside of the Council’s quantitative space needs assessment scheme but have been recommended based on a compelling programmatic justification.



SCHEV Capital Outlay Priority Groups (cont'd)

Priority Groups for which Funding Was Not Recommended:

Priority Group 2 – these projects failed to meet at least one space need, productivity, and/or facility condition criteria.

Priority Group 3 – these projects failed to meet at least two space need, productivity, and/or facility condition criteria.

Priority Group 4 – these projects failed to meet at least three space need, productivity, and/or facility condition criteria.

Not Recommended NonGuideline General Fund - these projects lie outside of the Council's quantitative space needs assessment scheme and the recommendation is based on project-specific factors.

Not Recommended NonGuideline NonGeneral Fund - these projects lie outside of the Council's quantitative space needs assessment scheme and the recommendation is based on project-specific factors.