



# 2022 - SEMESTER 2 AUDIT OF TIMETABLED TEACHING SPACES

## NORTH TERRACE

### FREQUENTLY ASKED QUESTIONS

#### What is the audit for?

The University is continually improving the quality of its space and asset data. This audit assists in our understanding of how University assets, in this case teaching spaces, are used.

#### What will happen with the information gathered?

The data will be used to assist the University in determining the appropriate number and type of teaching spaces at each campus, as well as prioritising future teaching space upgrades, in a post Covid-19 world.

#### Why now?

These audits focus on the occupancy of teaching space in a teaching week, after census date including after hours use.

#### What buildings are being audited?

Buildings on **North Terrace campus ONLY** with timetabled teaching spaces will be audited.

#### When will each teaching space be audited?

The audit will take place between **Monday 10th October 2022 and Friday 14th October 2022**, with occupants counted every hour **between 8am and 9pm each day**.



## Why were these weeks chosen?

This week has been chosen as to investigate occupancy in a teaching week, and to align with previous Audits.

## Will I have to do anything?

Please ensure that all of your teaching staff are made aware of the audit, and that auditors are allowed to proceed with their task unimpeded. The auditors will be as inconspicuous as possible to avoid disrupting classes. Each auditor has a number of rooms to visit during the hour so their focus is on counting heads and moving on as quickly as possible. All staff have been informed about the audit via the "Staff News".

## Who are the auditors?

All auditors have been selected through external contract suppliers Randstad. All auditors will attend the University's induction prior to the audit and prior to obtaining their University of Adelaide contractor ID card. The auditors are being overseen on a day to day basis by the consultant. Auditors will be required to follow The University of Adelaide protocols with regards to Covid-19.

## How do I know the visitor is a legitimate auditor?

All auditors will be wearing a visible University of Adelaide contractor ID card.

## What if I'm teaching a class using potentially hazardous materials or equipment?

The Audit may be capturing data for some laboratories or workshops, as well as Tutorial and Lecture spaces. Auditors have been instructed to take observation through windows, door vision panels or to enter and stand just inside the door. Auditors have been instructed not to enter any rooms that are locked, have active warning lights or other warning devices.

## I need to talk to someone about this. Who can I talk to?

If you have questions, please contact the UniSpace team directly [unispace@adelaide.edu.au](mailto:unispace@adelaide.edu.au) and one of the team will get back to you as soon as possible. Alternatively, contact Matt Schapel, Senior Space Data Coordinator, [unispace@adelaide.edu.au](mailto:unispace@adelaide.edu.au).

## Which buildings/rooms will be audited?

Refer schedule:

## Further enquiries

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