



DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON, DC 20310-0600

REPLY TO
ATTENTION OF

DAIM-FD

DEC 14 2004

MEMORANDUM FOR RECORD

SUBJECT: The Army Standards for General Instruction Buildings (GIB) and Army Continuing Education System (ACES) Facilities

1. The Army Standards for GIB/ACES listed in the attached enclosure are approved. These standards are effective immediately for all new MCA funded GIB/ACES facilities in the FY07 Military Construction program and beyond and must be applied at all Army installations. This committee must approve any planned deviation from these standards prior to the construction of new GIB/ACES.

2. The Army Standards for GIB/ACES specify the requirements for classrooms and other unique features and criteria. The Facility Design Team (FDT) for GIB/ACES will issue Standard Design Criteria that will incorporate these mandatory Army Standards and provide the recommended layout for the most efficient configuration of all the required elements. The FDT for GIB/ACES co-chairs are LTC Allen Lewis, G3/DAMO-TRI POC, (703) 614-9821, allen.lewis@hqda.army.mil; and MAJ Garth Home, G1/DAPE- POC (703) 692-6882, garth.home@hqda.army.mil; the ACSIM member is Wendy Schmidt, OACSIM POC, DAIM-FDC, (703) 604-1449, wendy.schmidt@hqda.army.mil; and the USACE Center of Standardization for GIB/ACES is Norfolk District, represented by Terry Deglandon, (757) 441-7702, Terry.L.Deglandon@NAO02.USACE.ARMY.MIL.

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The Army Standard
for
General Instruction Building (GIB) and Army
Continuing Education System (ACES) Facilities

Item	Criteria
Planning	<p>Planning shall consider consolidation of General Instruction Building and appropriate Army Continuing Education System Facilities into one facility. Consideration will be documented in the minutes of the Planning Charrette for that project. Also NCO Academy training and Applied Instruction functions directly associated with the General Instruction Building should be incorporated into the project where appropriate. A GIB/ACES facility will include a combination of the classroom and classroom modules identified below depending on the courses/classes to be taught.</p>
Traditional Classrooms	<p>Classrooms shall have 5 sizes: 30 students 40 students 50 students 60 students 70 students Classroom square footages for each size classroom are provided in the GIB/ACES Standard Design Criteria.</p>
Multi-Purpose Classrooms	<p>Classrooms shall have 6 sizes: 15 students 30 students 40 students 50 students 60 students 70 students Classroom square footages for each size classroom are provided in the GIB/ACES Standard Design Criteria.</p>

Seminar Classroom Module	Seminar Classroom Module is sized for 24 students and shall consist of a two-room suite (a central classroom room and an adjoining group project break out room). Module square footage is provided in the GIB/ACES Standard Design Criteria.
Consolidated Training Classroom (CTC) Module	CTC Module is sized for 10 students and 2 instructors and consists of a cluster of 3 – ten student classrooms, with adjacent instructor office space and common work area space. Module square footage is provided in the GIB/ACES Standard Design Criteria.
Video Tele-Training (VTT)Classrooms	Classrooms shall have 2 sizes: 15 students 30 students And shall include Distance Learning capabilities with Satellite Education Network (SEN) and Teletraining Network (TNET) connectivity. Classroom square footages for each size classroom are provided in the GIB/ACES Standard Design Criteria.
Classroom XXI	Classrooms shall be sized for 24 students in a “Level 3/High Tech Room” environment for fully automated Distance Learning and VTT capabilities. Classroom square footage for this size classroom in the GIB/ACES Standard Design Criteria.
NCO Academy Classroom	Classrooms shall be sized for 16 students and include instructor office space within the classroom. Classroom square footage for this size classroom is provided in the GIB/ACES Standard Design Criteria.
Resource Center	Resource Centers shall be two sizes (small – 10 student; and large – 30 student). Room square footage is provided in the GIB/ACES Standard Design Criteria.
Fixed Seat Auditoriums	Auditoriums with fixed seating shall be sized for 13 s.f. net area per seat and shall only be programmed for more than a 150 person assemblies.
Multi-Purpose Auditoriums	Shall be used for 71-150 students. Room square footage is provided in the GIB/ACES Standard Design Criteria. Larger groups shall use fixed seat auditoriums.

Storage Space	Each facility shall program approximately 2% of the gross area for general storage requirements.
Break and Vending Area	Each building shall have a Student Break/Vending Area.
Test Control Room (ACES Requirement Only)	Students testing areas will not have direct access to the Test Control Room.
Classroom Acoustics	All classroom and meeting space shall have STC 45 minimum partitions, sound transmission class (STC) 30 minimum doors, impact insulation class (IIC) 45 for occupied floors above classrooms, and Noise Reduction Coefficient (NRC) of .70 or higher for ceilings.
Classroom and Office Lighting	Lighting in rooms with computers shall be low glare parabolic or indirect. Lighting in classrooms shall be controlled for variable levels of lighting.
General Lighting	Lighting in conference room or classrooms (except Classroom XXI or VTT), corridors, restrooms and storage space shall have lighting controlled by motion detectors
Classroom and Office Power and Data	Every administrative desk and all classrooms' (except traditional classrooms and NCO Academy classrooms) student desks shall be served by electrical and data systems.
HVAC	Each classroom, administrative, or auditorium space for 15 or more personnel, shall have individual temperature control to adjust for partial or full occupancy. Controls shall be accessible only to the Building Manager in coordination with Director of Public Works (DPW).
Classroom Projectors	All classrooms with ceiling mounted projection systems will be at least 9 ft. in height (finished flooring to finished ceiling).
Moveable Partitions	Classrooms shall make use of moveable partitions for flexibility in class size.
Lock Hardware	Use programmable electronic card access locks.

BACKGROUND

Applicability. These standards apply immediately to all new MCA-funded General Instruction Buildings and Army Continuing Education System facilities in the FY-07 Military Construction program and beyond.

General Design Philosophy. As The Army transforms to the future force, through the focused facility strategy, facilities must keep pace with the changing instruction and education needs of the warfighter and his/her family. This criteria and standards support the changing needs of instruction. It will integrate full spectrum education and promote facility efficiencies through consolidation and the use of technology.

GUIDANCE

GIB and ACES Planning. Inclusion of other educational and training functions within the GIB facility can greatly increase Army efficiencies through the use of shared resources. ACES generally operate after hours, allowing dual use of classrooms and support facilities. Inclusion of Applied Instruction that is directly related to the GIB aids communication and logistic operations by having students and staff perform both types of training concurrently. NCO Academy training can share many of the same support functions with GIB. A GIB/ACES facility will include a combination of the classroom and classroom modules identified below depending on the type of general instruction required.

Traditional Classrooms. The defined classroom sizes range from 30 to 70 students for Army classroom needs. These classrooms provide very basic teaching requirements and are not equipped for student computers.

Multi-Purpose Classrooms. Multi-Purpose classrooms will be the most widely used type of class offering room for the traditional teaching method as well as inclusion of computer technology for presentation and student interaction. The defined classroom sizes range from 15 to 70 students and accommodate the widest range of training class sizes as well as providing for student computers (see also "Classroom and Office Power and Data" standard item).

Seminar Classroom Module. Seminar Classrooms are designed for higher levels of education such as the Army Staff College. This module consists of a 24-student classroom with an adjoining smaller breakout room allowing students to collaborate in group problem solving in smaller flexible teams.

Consolidated Training Classroom (CTC) Module. The CTC is used in special cases where the education programs are very intense, small groups and a high degree of staff interaction such as the Defense Learning Institute. This configuration allows for small groups to focus on the intense curriculum and come together for interaction. It also keeps the instructor's office nearby for easy access.

Video-Tele Training (VTT) Classrooms. VTT shall be used where Distance Learning is required but where technology is at a lesser degree than Classroom XXI may require.

Classroom XXI (CRXII). CRXXI shall be included in accordance with TRADOC guidance. It is a highly technical room that offers outstanding connectivity between the instructor, students and other sites. It is not encouraged for lower technology, multifunctional use.

Non-Commissioned Officer (NCO) Academy Classrooms. The NCO Academy classroom shall be used for traditional NCO training that focuses around small group training and in-depth interaction between staff and a small group of students. The spaces shall address training that includes book, electronic, projection and equipment media for the hands on training of soldiers. Break out groups often attack problem solving and team building exercises in the space.

Resource Center. The Resource Center is the long-term replacement of the traditional library with the GIB/ACES facility. The center shall store electronic media and include means of access to information in and outside the facility (i.e. Internet access). A small size Resource Center is included for small GIB/ACES facilities. The large Resource Center is included for larger GIB facilities (larger GIB defined as 20,000 gross square feet or more).

Fixed Seat Auditoriums. Auditoriums for more than 150 students shall be planned at 13 net s.f. per seat for adequate circulation and have a stage. Seating shall be fixed.

Multi-purpose Auditorium. For requirements of 71-150 students, a Multi-Purpose Auditorium will be used. It shall have moveable seating and serve rearrangement for the multiple functions anticipated such as large seminars, graduation, etc. Student assemblies less than 71 students will utilize multi-purpose classrooms.

Storage Space. Each facility shall program approximately 2% of the gross area for general storage requirements to support the training functions. The storage is dispersed through out the facility as needed for instructional materials and operational supplies.

Break and Vending Area. Each building shall have a Student Break/Vending Area. For effective learning students need an opportunity for a break area separate from the classroom. The space needs to provide access to refreshments, usually through vending machines, as well as a place to sit. Staff uses the vending service but generally use a separate break area.

Test Control Room. Students testing areas shall not allow students direct access through the Test Control Room. This is important to secure test material and allow the Testing Room to be used for other functions. This avoids conflicts that have been noted in built facilities.

Classroom Acoustics. STC 45 is the minimum acoustical requirement in classrooms and meeting rooms to limit disruption of training and mission requirements from outside noises and disturbances. STC 30 doors are required to make the partition construction effective. IIC 45 floor/ceiling construction is required to control the noise for occupied

floors above classrooms, NRC 0.70 ceiling is necessary to control noise reflection/reverberation within teaching spaces.

Classroom and Office Lighting. Lighting in rooms with computers shall be low glare parabolic or indirect to reduce glare on monitors. Lighting in classrooms shall be controlled for variable levels of lighting ranging from bright to off. Controls may be by dimmer or switching of lamps within the fixtures. Provide uniform lighting throughout the classroom at various lighting levels. Lighting shall be controlled through the use of special fixtures and/or fixture arrangement at projection surfaces/screens to avoid degradation of the projected image. Where pendant fixtures are used, their placement shall not conflict with or hinder ceiling mounted projection systems.

General Lighting. Classroom and unoccupied space (such as storage rooms and janitor closets) lighting shall automatically switch off to conserve energy. Motion detectors or other devices may be used to control switching. These automatic controls shall not be used in Classroom XXI or VTT classrooms due to fixed studio lighting levels needed for effective operation of video cameras and video transmissions.

Classroom and Office Power and Data. Administrative areas and classrooms equipped with computers shall have electrical and data outlets for each computer to maximize efficiencies and training effectiveness gained in the use of computer equipment.

Heating, Ventilation, and Air Conditioning (HVAC). Each classroom, conference room, or auditorium sized for 15 or more personnel shall have individual temperature control to automatically adjust the training environment for partial to full occupancy. Temperature controls should only be accessible to the Building Manager in coordination with Director of Public Works (DPW).

Classroom Projectors. All classrooms with ceiling mounted projectors shall have a minimum height of 9 feet (finished flooring to finished ceiling) to allow safe clearance from the equipment mounted overhead and to have adequate clearance to display projected images. Floor mounted projectors are not acceptable for permanent use in new facilities.

Moveable Partitions. Classrooms shall make use of moveable partitions for flexibility in class size. This requires that when classrooms are located side by side at least some of those rooms are divided with moveable partitions to increase flexibility in room size.

Lock Hardware. Use programmable electronic card access locks. Locks shall be card reader type meeting all life safety requirements.