

2023 - MCAD

Building Temperature Guidelines

The Minneapolis College of Art and Design's strategy for heating and cooling our campus interior spaces centers on providing comfortable space temperatures as efficiently as possible and with environmental sustainability as a top priority.

This policy provides specific interior space temperature set points for both heating and cooling seasons, during occupied and non-occupied time periods.

The Heating Season Policy:

- Occupied Space: 70 degrees
- Non-Occupied Space: 60 degrees

The Cooling Season Policy:

- Occupied Space: 76 degrees
- Non-Occupied Space: 85 degrees

The Facilities department recognizes that it is not possible to maintain a uniform temperature throughout our campus or within a single building. The margin of error for all space temperatures is plus or minus 2 degrees.

Heating season is generally September–April.

Cooling season is generally May-August

The Importance of Set Points and Schedules:

Because heating and cooling our campus requires significant annual funding and generates significant carbon emissions, it is crucial that MCAD have a sound energy policy. When heating and cooling spaces, even small shifts in temperatures represent large amounts of energy consumption and carbon pollution.

Schedules play a very important role in heating and cooling operations. In the simplest terms, maintaining 'occupied' heating and cooling levels in spaces that are devoid of people is akin to turning off the lights when leaving a room. This aspect to our overall strategy is extremely important and has a dramatic effect on our consumption profile.

Given our unique mission, defining occupied and unoccupied presents a difficult challenge. As a guideline, Facilities will consider occupied times to be 8:00AM – 11:00PM, Monday – Saturday and unoccupied times to be 11:00PM – 8:00AM.

Sundays and Holidays will be considered unoccupied unless there is a scheduled event.

Consideration for heating/air conditioning and ventilating outside of normal hours include:

- Scheduled activities, classes or facility use commitments.
- Protection of building furnishings/contents.

How it Works:

Using our Energy Management System, the Facilities Department is able to set all occupied and non-occupied space temperatures to fall within the temperature guidelines. Keep in mind that some of our buildings are quite old and have been reconfigured over the years and this creates challenges for Facilities to maintain comfort levels.

Requests for Service:

The Facilities department is committed to operate our building systems in a way that complies with this policy. In the event that a space seems too cold or too warm please contact the Facilities department. Facilities personnel will take the following actions:

- They will measure the room temperature using a laser thermometer that instantly provides an accurate digital readout.
- If the temperature is within the range proscribed by this policy they will take no further action.
- If the temperature does not comply with this policy they will make every effort possible to correct the problem.
- It is possible that the temperatures will fall within the policy guidelines but a draft is causing discomfort. Facilities will make every effort to alleviate this problem for you.
- If requested, they will share with you the readings they are getting from their equipment.
- You will be informed if they are not able to make corrections in a satisfactory time.

Space heaters:

The use of space heaters is prohibited unless approved by Facilities. The use of personal space heaters is prohibited for several reasons.

- Space heaters are a very costly means of heating.
- Because of the way areas are zoned, use of space heaters in one area may actually cause others to be even colder since your area may tell the system sensor there is enough warm air and then stop heating all areas in that zone.
- Use of space heaters can mask problems with the central heating system that need to be addressed by Facilities personnel.
- Space heaters can pose serious fire and safety hazards even if they shut off when tipped over.

Season Changes:

In the spring and fall, outdoor temperatures can change rapidly, even within the confines of a single day. These times of the year present a real challenge to the Facilities department in terms of maintaining indoor space temperatures. Our mechanical systems are simply not capable of dealing with such rapid swings in outdoor temperatures.

Because the weather is so unpredictable during those times of the year we ask for your understanding and patience.

Some offices/spaces offer operable windows, please remember to close them when leaving or operating your ac.

Thank you for your cooperation and understanding in helping Facilities implement this policy.