

Room Type Codes

UNASSIGNABLE AREAS

Mechanical	010
Custodial	020
Restroom, Men's	030
Restroom, Women's	031
Restroom, Unisex	035
Structural	040
Circulation	050
Other	055

TEMPORARILY UNASSIGNABLE AREAS

Under Alteration	060
Unfinished Area	070

CLASSROOMS

Small Classroom < 20	110
Medium Classroom – 21- 60	111
Large Classroom -- >60	112
Auditorium	113
Other (Studios, Special Facilities, etc)	114
Classroom Service	115

CLASS LABORATORIES

Class Lab	210
Computer Lab	211
Class Lab Service	215
Research Lab	220
Research Lab Service	225
Non Class Lab	250
Non Class Lab Service	255

OFFICES

Office – Staff	310
Office – Faculty/Lecturer	311
Office – Other Professional	312
Office – GTA/GRA	313
Office Services/Support	315
Conference Room	350

LIBRARY

Reading/Study Room	410
Open Material	420
Open Reading Room	430
Processing Room	440
Study Service	455

SPECIAL USE FACILITIES

Athletic/Phys. Ed Facility	520
Athletic/Spectator Seating Area	523
Athletic/Phys Ed Service	525
Media Production	530
Media Production Service	535
Clinic (Non-Health Professions)	540
Clinic Service	545

SPECIAL USE FACILITIES (CONT)

Demonstration	550
Demonstration Service	555
Field Building	560
Animal Quarters	570
Greenhouse	580
Greenhouse Service	585
Other	590

GENERAL USE FACILITIES

Auditorium/Assembly	610
Assembly Service	615
Exhibition	620
Exhibition Service	625
Cafeteria/Dining Area	630
Snack Bar/Coffee House	631
Food Facilities Service	635
Lounge	650
Lounge Service	655
Merchandising Facilities	660
Merchandising Facilities Service	665
Recreation Facilities	670
Recreation Service	675
Meeting Room	680
Meeting Room Service	685
Locker Room	690
Staff Lounge	691

SUPPORT FACILITIES

Data Processing/Comp. Facility	710
Data Processing Service	715
Shops	720
Shops Service	725
Storage	730
Storage Service	735
Vehicle Storage	740
Vehicle Storage Service	745
Central Services	760
Central Service Support	765
Health Care – Treatment Facility	850
Health Care – Laboratory	860
Health Care – Supplies	870
Health Care – Public Waiting	880
Health Care Service	895

RESIDENTIAL FACILITIES

Sleep/Study without Toilet/Bath	910
Kitchen with Toilet Bath	918
Toilet/Bathroom	919
Sleep/Study with Toilet/Bath	920
Sleep/Study Service	935
Apartment	950
Apartment Service	955
House	970

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>UNASSIGNABLE AREAS</u>		
Mechanical	010	Air conditioning and plumbing control rooms.
Custodial	020	Space for custodial/janitorial supplies & equipment. This includes storage space for supplies used by University maintenance personnel as well as space used to store departmental janitorial supplies.
Restroom, Men's	030	Men's restroom (including lounge areas).
Restroom, Women's	031	Women's restroom (including lounge areas).
Restroom, Unisex	035	Unisex restrooms (including lounge areas).
Structural	040	Walls (e.g. wall thickness), supports, and partitions. Typically, this space is coded when a new building comes on-line. Therefore, departments will generally not need to use this code.
Circulation	050	Hallways, stairways, and lobbies. This code is used both for hallways within general-access campus buildings as well as general use corridors within departments which serve as thoroughfares to other buildings or outside areas.
Other Significant Area	055	Significant areas outside buildings, such as courtyards, decks, or arcades (e.g., covered walkways). Typically, this space is coded when a new building comes on-line. Therefore, departments will generally not need to use this code.
<u>TEMPORARILY UNASSIGNABLE AREAS</u>		
Under Alteration	060	Previously assigned space temporarily out of use due to alteration.
Unfinished Area	070	Potentially assignable areas in buildings that are under construction and not completely finished at the time of the inventory, including "shelled" space.

¹ If no description is provided, the room type label is considered to be self-evident.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>CLASSROOMS</u>		
Small Classroom <20 students	110	
Medium Classroom – 21 – 60 Students	111	
Large Classroom -- >60 Students	112	Large room intended for lectures.
Auditorium	113	Department-controlled facility used for academic purposes. If the room is a multi-purpose auditorium used by multiple departments, it should be coded to Room Type Code 610.
Other (Studios, Special Facilities, etc.)	114	
Classroom Service	115	Projection, preparation, storage, or other support rooms for Room Type Codes 111-113.
<u>CLASS LABORATORIES</u>		
Class Lab	210	For regularly scheduled classes that require special-purpose equipment for student participation, experimentation, observation, or practice in a field of study.
Computer Lab	211	Same as above, except Computer lab only
Class Lab Service	215	A room that directly serves one or more class labs as an extension of the activities in those rooms, including balance rooms, stock rooms, material storage (including <i>temporary</i> hazardous materials storage), and other rooms supporting class labs.
Research Lab	220	A room used primarily for laboratory experimentation, research or training in research methods; or professional research and observation; or structured creative activity within a specific program.
Research Lab Service	225	A room that directly serves one or more research labs as an extension of the activities in those rooms, including balance rooms, stock rooms, material storage (including <i>temporary</i> hazardous materials storage), and other rooms supporting research labs ² .
Non Class Lab	250	For irregularly or informally scheduled classes that require special-purpose equipment for student participation, experimentation, observation, or practice in a field of study.
Open Lab Service	255	A room that directly serves one or more open labs as an extension of the activities in those rooms.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION¹</u>
<u>OFFICES</u>		
Office-Staff	310	Office occupied by administrative departmental personnel. This would include directors, administrative assistants and student help (both graduate and undergraduate).
Office-Faculty/Lecturer	311	Office occupied by a person with a faculty appointment.
Office-Professional Staff	312	Office occupied by professional departmental personnel. These staff perform more of a technical support function than the administrative personnel.
Office-GTA/GRA	313	Office of a graduate student including teaching assistants and research assistants.
Office Service	315	File room, copy room, printer room, office supplies storage room, waiting room, closet, interview room, or other support areas. This category also includes a restroom interior to an office or suite of offices.
Conference Room	350	A room serving an office complex and used principally for faculty and staff meetings as well as departmental activities other than scheduled classes. Use Room Type Code 680, "Meeting Room", for general-purpose meeting rooms and rooms used for student services. Note that rooms used on behalf of student organization activities should be coded to Room Type Code 590.
<u>LIBRARY FACILITIES</u>		
Library – Reading Study Room	410	Study Room.
Library – Open Material	420	Book shelving (stacks) : reading room shelving and open stacks (including government documents)
Library – Open Reading Room	430	Open seating areas
Library – Processing Room	440	Technical processing staff and related equipment, including shelving, shelf lifts, and storage areas
Library – Service	455	Service staff and related equipment and resources, including shelving for personal or working materials, reference catalogs, storage areas, and circulation desk.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>SPECIAL USE FACILITIES</u>		
Athletic/Physical Education Facility	520	Indoor gyms, courts, pools, etc. (but not offices or classrooms).
Spectator Seating Area	523	Permanent seating in gyms and pavilions.
Athletic/Physical Education Facility Service	525	Lockers, showers, equipment rooms, coaches' rooms, ticket booths, etc.
Media Production	530	A room used for the <i>production</i> or <i>distribution</i> of multimedia materials or signals, including TV studios, radio studios, sound studios, photo studios, and media centers. These rooms have a clearly defined production or distribution function that serves a broader area than would a typical service room.
Media Production Service	535	A room that directly serves a media production or distribution room as an extension of the activities in that facility, including film, tape or cassette libraries or control rooms; media equipment storage rooms; studio control booths; recording rooms; and darkrooms.
Clinic(Non Health Professionals)	540	
Clinic Service	545	
Demonstration	550	A room or group of rooms used to practice, within an instructional program, the principles of certain disciplines, such as teaching, child care or development, and home management or economics. The key criterion is practice activity within an instructional program which closely simulates a real-world or occupational setting.
Demonstration Service	555	A room that directly serves a demonstration facility as an extension of the activities in that facility.
Farm Building	560	A barn or similar agricultural structure used for animal shelters or for the handling, storage, or protection of farm products, supplies vehicles, or implementation.
Animal Quarters	570	A room that houses laboratory animals used for research or instructional purposes.
Greenhouse	580	A building or room, usually composed chiefly of glass, plastic, or other light transmitting material, which is used for the cultivation or protection of plants or seedlings.
Greenhouse Service	585	A room that directly serves a greenhouse facility.
Other	590	Student Organization and Other.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION¹</u>
<u>GENERAL USE FACILITIES</u>		
Auditorium/Assembly	610	Facility is a multi-purpose auditorium used by multiple departments. If the facility is department-controlled and is used for either single, joint or multiple purposes, it should be coded to Room Type Code 113.
Chapel	612	
Assembly Facility Service	615	Support areas for facilities coded 610, such as checkroom, ticket booth, costume and property storage, or projection booth.
Exhibition	620	For public exhibition, such as Museum or Art Gallery.
Exhibition Service	625	Support areas for code 620.
Cafeteria/Dining Area	630	Food facilities serving the public or residences
Snack Bar/Coffee House	632	Small-scale food facilities
Food Facilities Service	635	Support areas for facilities coded to Room Type Codes 631 or 632. This would include big kitchens, walk-in freezers, and food storage areas.
Lounge	650	A room used for rest and relaxation that is not restricted to a specific group of people, unit or area. This type of room differs from an office area or break room lounge by virtue of its public availability.
Lounge Service	655	A room that directly serves a general use lounge facility, including kitchenettes, storage areas.
Merchandising Facilities	660	A room used to sell products or services, including bookstores, barber or beauty shops, post offices, or walk-away vending machines rooms.
Merchandising Facilities Service	665	A room that directly serves a merchandising facility as an extension of the activities in that facility.
Recreation Facilities	670	A room used by students, staff or the public for recreational purposes, including bowling alleys, music listening rooms, hobby rooms, etc. Excludes athletics/ P.E. facilities and outdoor facilities.
Recreation Facilities Service	675	A room that directly serves a recreation facility as an extension of the activities in that facility.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>GENERAL USE FACILITIES (cont.)</u>		
Meeting Room	680	A general-purpose meeting room used for a variety of meetings, such as various university departments, outside groups and student government. The key concept is public availability. If the room is used for departmental meetings it should be coded to Room Type Code 350. Additionally, rooms used on behalf of student organization activities should be coded to Room Type Code 590.
Meeting Room Service	685	A room that serves a meeting room as an extension of the activities in that room.
Locker Room	690	For changing clothes or storing personal materials, used by students or staff. Excludes P.E./Athletics locker rooms.
Staff Lounge	691	Lounge areas with or without lockers which are intended for use by faculty members and/or other University employees.
<u>SUPPORT FACILITIES</u>		
Data Process/Computer Facility	710	A room for data processing, including terminals used for word processing and other activities.
Data Process/Computer Service	715	Support areas for Code 710, including tape storage rooms, observation rooms, output processing rooms, etc. (These rooms do not require special modification or renovation to function in their current capacity.)
Shops	720	A room used for the manufacture, repair, or maintenance of products or equipment, including carpenter, plumbing, HVAC, electrical and painting shops, and similar physical plant maintenance facilities.
Shop Service	725	A room that directly serves a shop facility as an extension of the activities in that facility.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>SUPPORT FACILITIES (cont.)</u>		
Central Storage	730	A room or building that is used to store equipment or materials and that serves multiple room use categories, organizational units, or buildings. The concept of <i>central</i> or <i>general</i> is key to applying this code correctly. Central storage areas include areas commonly called warehouses, surplus storage, and central campus supply or storage.
Storage Facilities Service	735	A room that directly serves a central storage facility as an extension of the activities in that facility.
Vehicle Storage	740	A room or structure that is used to house or store vehicles.
Vehicle Storage Service	745	A room that directly serves a vehicle storage facility as an extension of the activities in that facility.
Central Service	760	A room or area that is used for the processing, preparation, testing, or delivery of a complex-central or campus-wide support service. This category includes centralized food stores and laundries, <i>central</i> facilities for printing and duplicating, mail facilities, shipping and receiving.
Central Service Support	765	A room that serves a central service facility as an extension of the activities in that facility.
Health Care - Treatment Facility	850	Treatment facility including office/patient rooms
Health Care – Laboratory	860	Laboratory supporting treatment facility
Health Care – Supplies	870	Supply area for treatment facility.
Health Care – Public Waiting	880	Treatment waiting area.
Health Care Service	895	Health care service area not specified above.

LISTING OF ROOM TYPE CODES AND DESCRIPTIONS (cont.)

<u>ROOM TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u> ¹
<u>RESIDENTIAL FACILITIES</u> ³		
Sleep/Study without Toilet Bath	911	Residential room for sleep/study (whether combined or separate) without an internally connected toilet/bath.
Kitchen with Toilet/Bath	918	Residential room for sleep study with internal kitchen and toilet/bath
Toilet/Bath	919	Shared by residents; not for general public
Sleep/Study with Toilet/Bath	920	Residential room for sleep/study (combined or separate) with an internally connected bath/toilet
Residence Service	935	Support areas for Room Type Codes 911 – 920, including laundry, mail rooms or bike storage.
Apartment	950	Apartments
Apartment Service	955	Support areas for Room Type Codes 951 and 952; similar to code 935
House	970	A separate structure forming a complete living unit

³ Food facilities serving residences should be reported as Room Type Codes 631 and 635. Likewise, offices serving residences should be reported with the appropriate Room Type Code in the 300 series, general lounge/study rooms are Room Type Code 650 and recreational areas Room Type Code 670.