



# SPACE PROGRAM CLASS CODES

Classification is often determined by the program's funding and by whom the program serves. This guide provides a quick reference guide of all Program Codes.

PROGRAM CLASS	CODE	DESCRIPTION/EXAMPLE/EXCLUSION/NOTES
PROGRAM CODE needs to be entered	00	Program Code class need to be entered and/or space is Unassigned within Facilities Connect <ul style="list-style-type: none"> <li>• Facilities Space Information used field. Default field setting in Facilities Connect</li> <li>• Inactive or unassigned rooms that are not in use but are capable of use at the time of the update. Facilities Space Information uses this c</li> </ul>





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PROGRAM CLASS	CODE	DESCRIPTION/EXAMPLE/EXCLUSION/NOTES
ACADEMIC SUPPORT	40	<p>The academic support classification includes expenses incurred to provide support services for the institution's primary programs of instruction, research, and public service. It includes the following activities:</p> <ul style="list-style-type: none"> <li>The retention, preservation, and display of educational materials, such as libraries, museums, and galleries</li> <li>The provision of services that directly assist the academic functions of the institution, such as demonstration schools associated with a department, school, or college of education</li> <li>Media, such as audio-visual services, and technology, such as computing support</li> <li>Academic administration (including academic deans but not department chairpersons) and personnel providing administrative support and management direction to the three primary missions</li> <li>Separately budgeted support for course and curriculum development</li> </ul> <p>The academic support classification includes the following eight subclasses:</p> <ul style="list-style-type: none"> <li>• Libraries, Museums and Galleries</li> <li>• Educational Media Services</li> <li>• Ancillary Support (service centers)</li> <li>• Academic &amp; Departmental Administration</li> <li>• Academic Personnel Development</li> <li>• Course and Curriculum Development</li> </ul>
INSTITUTIONAL SUPPORT	60	<p>The institutional support classification includes expenses for central, executive-level activities concerned with management and long-range planning for the entire institution, such as the governing board, planning and programming operations, and legal services; fiscal operations, including the investment office; administrative information technology (when not accounted for in other categories); space management; employee personnel and records; logistical activities that provide procurement, storerooms, printing, and transportation services to the institution; support services to faculty and staff that are not operated as auxiliary enterprises; and activities concerned with community and alumni relations, including development and fundraising.</p> <p>Appropriate allocations of institutional support should be made to auxiliary enterprises, hospitals, and any other activities not directly related to the primary programs—instruction, research, and public service—or their related support classifications.</p> <p>The institutional support classification includes the following subclasses:</p> <ul style="list-style-type: none"> <li>• Executive Management</li> </ul>



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OPERATION & MAINTENANCE OF PLANT	70	<p>The operation and maintenance of plant category includes all expenses for the administration, supervision, operation, maintenance, preservation, and protection of the institution's physical plant. These expenses include items such as janitorial and utility services; repairs and ordinary or normal alterations of buildings, furniture, and equipment; care of grounds; maintenance and operation of buildings and other plant facilities; security; earthquake and disaster preparedness; safety; hazardous waste disposal; property, liability, and all other insurance relating to property; space and capital leasing; facility planning and management; and central receiving.</p> <p><i>000 Unclassified Facilities utilize Space Type Room Codes from 040-095</i></p> <ul style="list-style-type: none"> <li>x Space used to administer, supervise, operate, maintain, preserve, and protect the University's physical plant, whether centralized or in schools, colleges, and departments.</li> <li>x Space used for activities that maintain the fiber optics backbone and the infrastructure for networks and telecommunications.</li> <li>x Space related to heating, cooling, electricity, gas, water, and any other utilities.</li> </ul> <p>The operations and maintenance of plant classification includes the following subclasses:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Physical Plant Administration</td> <td style="width: 50%;">Major Repairs and Renovations</td> </tr> <tr> <td>Building Maintenance</td> <td>Security and Safety</td> </tr> <tr> <td>Custodial Services</td> <td>Space Management</td> </tr> <tr> <td>Utilities</td> <td>Operations and Maintenance Information Technology</td> </tr> <tr> <td>Landscape and Grounds Maintenance</td> <td></td> </tr> </table> <p>Included Units:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Architecture, Engineering, and Construction Office</td> <td style="width: 50%;">Interior Design</td> </tr> <tr> <td>Vice President Facilities &amp; Operations</td> <td>Key Office</td> </tr> <tr> <td>Building Services</td> <td>Environmental Health and Safety</td> </tr> <tr> <td>Public Safety and Security</td> <td>Campus Sustainability</td> </tr> <tr> <td>Facilities &amp; Operations, Information Services</td> <td>Real Estate</td> </tr> <tr> <td>Grounds Services</td> <td>Facility Space Planning * Space Management</td> </tr> <tr> <td></td> <td>Waste Management Services</td> </tr> </table>	Physical Plant Administration	Major Repairs and Renovations	Building Maintenance	Security and Safety	Custodial Services	Space Management	Utilities	Operations and Maintenance Information Technology	Landscape and Grounds Maintenance		Architecture, Engineering, and Construction Office	Interior Design	Vice President Facilities & Operations	Key Office	Building Services	Environmental Health and Safety	Public Safety and Security	Campus Sustainability	Facilities & Operations, Information Services	Real Estate	Grounds Services	Facility Space Planning * Space Management		Waste Management Services
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<b>AUXILIARY ENTERPRISE</b> (OIA – Other Institutional Activities)	<b>90</b>	<p>An auxiliary enterprise is an entity that exists to furnish goods or services to students, faculty, or staff, and that charges a fee directly related to, although not necessarily equal to, the cost of the goods or services. The Auxiliary Enterprise program class is for space used for major functions (programs) of the University which are not instruction, organized research, other sponsored activities, or otherwise classified below. Examples include space designated for fund raising, auxiliaries, service centers, governmental affairs, and operations that are controlled or operated by outside agencies, but that are otherwise supported in some way by the university.</p> <p><b>Auxiliary Enterprise Space</b></p> <ul style="list-style-type: none"> <li>x That is in buildings owned and occupied by the University,</li> <li>x That is occupied by a non-University entity,</li> <li>x For which the entity has a lease, management agreement, or contract with the University.</li> </ul> <p><b>Auxiliary (AX)</b></p> <p>The Auxiliary Enterprises program code is for space used for auxiliary enterprises as defined self-supporting with revenue and expenditures</p> <p><b>Service Center (SC)</b></p> <p>The Service Center function code is for space used for service center operations,            An operation that provides services or products for a fee to users principally within the institutional community</p> <p>Includes space used by the following:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Residence Halls (university Housing)</td> <td style="width: 50%;">Public Museums</td> </tr> <tr> <td>Food Service/Dining Hall</td> <td>Hospitals &amp; Clinics</td> </tr> <tr> <td>Intercollegiate Athletics</td> <td>Faculty Housing</td> </tr> <tr> <td>Rental properties</td> <td>Bookstores</td> </tr> <tr> <td>College Store</td> <td>Printing Services</td> </tr> <tr> <td>Parking Services</td> <td>University Relations</td> </tr> <tr> <td>Chapels</td> <td>Alumni &amp; Development</td> </tr> <tr> <td>Theaters</td> <td></td> </tr> </table>	Residence Halls (university Housing)	Public Museums	Food Service/Dining Hall	Hospitals & Clinics	Intercollegiate Athletics	Faculty Housing	Rental properties	Bookstores	College Store	Printing Services	Parking Services	University Relations	Chapels	Alumni & Development	Theaters	
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