

Room Definitions

- 651 ADMINISTRATIVE LOUNGE A lounge specifically accessible for administrative staff.
- 305 ADMINISTRATIVE OFFICE Room used by personnel engaged in the planning, management and operation of the academic and/or business affairs of the institution.
- 570 ANIMAL QUARTERS Space that houses laboratory animals used for research and/or instructional purposes. Includes animal rooms; cage rooms; stalls; wards; and procedure, operating, recovery, isolation, quarantine, and similar spaces for instruction and research.
- 575 ANIMAL QUARTERS SERVICE Space that directly serves an animal quarters facility as an extension of the activities in that facility. Includes feed storage rooms, feed mixing rooms, cage washing rooms, cage storage rooms, casting rooms, instrument rooms, and internal (nonpublic) circulation space.
- 610 ASSEMBLY Space designed and equipped for the assembly of many persons for such events as dramatic, musical, devotional, livestock judging, or commencement activities. Includes theaters, auditoria, concert halls, arenas, chapels, and livestock judging pavilions that are used primarily for general presentations (speakers), performances (dramatic, musical, dance), and devotional services. Seating areas, orchestra pits, chancels, aisles, and stages (if not used primarily for instruction) are included in and usually aggregated into the assembly space. This category also includes chapels located in health care, residential, or other facilities. Institutions may wish to separate the seating area from the stage and other specially configured areas through the use of additional codes.
- 615 ASSEMBLY SERVICE Room or area that directly serves an assembly facility as an extension of the activities in that facility. Includes check rooms, coat rooms, ticket booths, dressing rooms, projection booths, property storage, make-up rooms, costume and scenery shops and storage, green rooms, multimedia and telecommunications control rooms, etc.
- 091 BUILDING SERVICES Areas used for custodial supplies, janitorial sink rooms, janitorial closets, and public restrooms. Includes janitor closets or similarly small custodial spaces, maintenance material storage areas, trash rooms exclusively devoted to the storage of nonhazardous waste created by the building occupants as a whole, and public restrooms.
- 715 CENTRAL COMP/TELE SVC Space that directly serves a central computer or telecommunications facility as an extension of the activities in that facility. Includes paper and forms storage, off-line tape and disk storage, separate control or console rooms or booths, tool and parts rooms, bursting and decollating rooms, areas used to store only inactive support equipment (e.g., multiplexers, modems, spoolers, etc.), and separate areas used for delivering tapes or picking up printouts. Also includes the repair and assembly rooms that directly serve the central computer or telecommunications facility.
- 710 CENTRAL COMP/TELECOM Space used as a data or telecommunications center with applications that are broad enough to serve the overall administrative or academic primary equipment needs of a central group of users, department, college, school, or entire institution. A Central Computer or Telecommunications room or a Secured Compartmented Information Facility (SCIF) may be one of a group of spaces that constitute a center for delivering data processing or telecommunications services to various levels of user groups. Although the ongoing primary activity of this category is tied more closely to equipment than human activity, these areas require technical support staff, and physical access may be restricted to these personnel. These central equipment spaces appear most frequently at the campus-wide and large organizational unit levels and are generally subject to environmental

and security controls and procedures limiting users to remote access. Includes central rooms housing a computer or computers (e.g., large mainframe, server farms, etc.), peripheral input (e.g., data entry terminals, tape or disk drives, data reading equipment, monitors, etc.), and output devices (e.g., printers, output tape or disk drives, etc.). This category also includes spaces in a central computer complex that are primarily or exclusively dedicated to data or program code entry or job submissions through one or more terminals. Computer-based telecommunications equipment rooms, ranging from micro-driven LAN (local area) to the larger PBX (private branch) network centers and hubs, including central spaces housing satellite signal reception or transmission equipment, should be assigned the 710 code. This equipment may be dedicated to data, audio or telephone, video, or any combination of these electronic transmissions.

750 CENTRAL SERVICE A room or area that is used for the processing, preparation, testing, or delivery of a complex-central or campus-wide support service. The central service delivery may be provided by special equipment, human activity, the special availability of space, or any combination of these elements. Includes centralized food stores and laundries that typically serve the occupants or activities of more than one building. Also includes central facilities for printing and duplicating services, central mail facilities, central shipping and receiving areas, and central environmental testing or monitoring facilities, if they serve the occupants and activities of more than one building. Institutions may wish to differentiate individual central services through the use of additional codes in this series. Most of these centralized areas have a campus-wide service scope.

755 CENTRAL SERVICE SUPPORT A space that directly serves a central service facility as an extension of the activities in that facility. Central Service Support spaces are typically limited to extension storage rooms for supplies, parts, and moving or non-active equipment, and adjacent, directly supporting repair and maintenance areas.

730 CENTRAL STORAGE Space or building that is used to store equipment or materials and that serves multiple space use categories, organizational units, or buildings. The concept of central or general is key to applying this code correctly. The vast majority of storage spaces on a campus are service rooms that directly support a primary activity room or room group; for example, a paper storage room (see Office Service-315) can serve several Offices (310) in an area. Service storage rooms are somewhat closer to the areas they serve and are used more than occasionally. Central storage areas include areas commonly called warehouses, surplus storage, central campus supply or storage, and inactive storage. A storage space used to store bulk janitorial supplies would be included in this category. It also includes storage rooms in a building or building area that serve multiple space use categories and that are used for general or surplus (e.g., furniture, equipment) collection or storage. The 730 code can usually be used for all assignable storage areas that do not qualify as service spaces.

735 CENTRAL STORAGE SVC Space that directly serves a central storage facility as an extension of the activities in that facility. Central storage service spaces are typically limited to support rooms associated with the transporting of materials in and out of large central storage facilities and warehouses. Storage spaces for hand trucks and other moving equipment, shelving storage, and other spaces supporting the central storage function are included.

870 CENTRAL SUPPLIES Room used centrally to store health care supplies in a health care facility. This classification, which serves a central storage or supply function similar to the Central Storage (730) classification, applies only to health care materials and supplies in a health care facility. Storage is relatively inactive in comparison to (usually smaller) standard service rooms. Included are pharmacy supply and storage rooms, dispensary areas, and central linen storage rooms. Additional codes may be used by institutions that wish to differentiate among the specific materials being stored.

092 CIRCULATION SPACES Areas required for physical access to floors or subdivisions of space within the building, whether directly bounded by partitions or not. Should include fire towers, elevator lobbies, tunnels, bridges, escalators, and stairways. Also includes public corridors or walkways.

215 CLASS LAB SERVICE A space that directly serves one or more class laboratories as an extension of the activities in those spaces. Includes any space that directly serves a class laboratory. Included are projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage (including temporary hazardous materials storage), balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, etc., if they serve class laboratories.

210 CLASS LABORATORY Space used primarily for formally or regularly scheduled instruction (including associated mandatory, but non-credit-earning laboratories) that require special purpose equipment or a specific space configuration for student participation, experimentation, observation, or practice in an academic discipline. A space is considered to be scheduled if the activities generate weekly student contact hours (WSCHs), the activities fulfill course requirements, and/or there is a formal convener present. A class laboratory is designed for or furnished with equipment to serve the needs of a particular discipline for group instruction in formally or regularly scheduled classes. This special equipment normally limits or precludes the space's use by other disciplines. Included in this category are spaces generally called teaching laboratories, instructional shops, computer laboratories, drafting rooms, band rooms, choral rooms, (group) music practice rooms, language laboratories, (group) studios, theater stage areas used primarily for instruction, instructional health laboratories, and similar specially designed or equipped rooms, if they are used primarily for group instruction in formally or regularly scheduled classes. Computer rooms used primarily to instruct students in the use of computers are classified as class laboratories if that instruction is conducted primarily in formally or regularly scheduled classes.

110 CLASSROOM Space used primarily for instruction classes and that is not tied to a specific subject or discipline by equipment in the room or the configuration of the space. Includes rooms or spaces generally used for scheduled instruction that require no special, restrictive equipment or configuration.

115 CLASSROOM SERVICE Space that directly serves one or more classrooms as an extension of the activities in that space. Includes projection rooms, telecommunications control booths, preparation rooms, coat rooms, closets, storage areas, etc., if they serve classrooms.

113 CLASSROOM-LG (50-100) Space for instruction classes holding 50-100 individuals.

112 CLASSROOM-MED (36-70) Space for instruction classes holding 36-70 individuals.

111 CLASSROOM-SM (1-35) Space for instruction classes holding 1-35 individuals.

114 CLASSROOM-XL (101+) Space for instruction classes holding 101+ individuals.

540 CLINIC A space used for providing diagnosis, consultation, treatment, or other services to patients or clients or subjects with a primary purpose of instruction, research, or public service. Included are examination rooms, testing rooms, consultation rooms, and holding areas. Such spaces and their related uses are typically associated with educational programs such as psychology, law, speech, and hearing.

545 CLINIC SERVICE A space that directly serves a clinic as an extension of the activities in that space. Included are waiting rooms, observation rooms, control rooms, records rooms, diagnostic laboratories, and similar supporting spaces.

355 CONF ROOM SERVICE Space that directly serves one or more conference spaces as an extension of the activities in those spaces. Includes kitchenettes, storage spaces, telecommunications control booths, projection rooms, sound equipment rooms, etc., if they serve conference spaces.

350 CONFERENCE ROOM Space serving an office complex and used primarily for staff meetings and departmental activities. A conference space is typically equipped with tables and chairs. Normally it is used by a specific organizational unit or office area, whereas Meeting Rooms (680) are used for general purposes such as community or campus group meetings not associated with a particular department. If a space is used for both conference and meeting space functions, then the space should be classified according to its principal use. A conference space is distinguished from facilities such as seminar rooms, lecture rooms, and Classrooms (110) because it is used primarily for activities other than scheduled classes. A conference space is intended primarily for formal gatherings, whereas a lounge is intended for relaxation and casual interaction. This category includes teleconference spaces.

792 COPYING CENTER Space that provides copying and printing services.

640 DAY CARE Space used to provide day or night, child or elderly adult care as a nonmedical service to members of the institutional community. Includes all primary activity spaces that provide oversight, supervision, developmental training, and general personal care for assigned children or adults (e.g., play areas, nonstaff eating areas, and child training spaces). This type of facility serves as a central service center for faculty, staff, and students, with members of the community being served as needed. This is not a medical care facility (i.e., medical attention is strictly limited to maintaining prescribed medication schedules and providing first aid).

645 DAY CARE SERVICE Space that directly serves a primary activity space in a day care facility as an extension of the activities in that space. Includes storage rooms, closets, kitchens or food preparation areas, pantries, private or staff-only eating areas and rest rooms, and other typical service spaces that support a primary activity area.

550 DEMONSTRATION A room or group of spaces used to practice, within an instructional program, the principles of certain disciplines such as teaching, child care or development, and family and consumer science.

555 DEMONSTRATION SERVICE A space that directly serves a demonstration facility as an extension of the activities in that facility.

865 DIAG SVC LAB SUPPORT Space that directly serves a diagnostic service laboratory as an extension of the activities in that facility. Included are cadaver storage rooms, morgues, autoclave and centrifuge rooms, warm and cold rooms, lockers, scrub-up and gown rooms, special processing rooms, and supply and storage areas that directly serve one or more diagnostic service laboratories. Also includes carcass refrigerators and other areas with the above service functions in veterinary institutions.

860 DIAGNOSTIC SVC LAB Space used to provide diagnostic support services to an entire health care facility. Includes pathology, pharmacy, autopsy, isotope rooms or labs, etc., providing such services as hematology, chemistry tissue, bacteriology, serology, blood bank, and basal metabolism. Also includes areas commonly termed "animal necropsy rooms" in veterinary institutions.

412 ELECTRONIC STUDY CARRELS AREA An individual study area with electronic access.

- 620 EXHIBITION A room or area used for exhibition of materials, works of art, artifacts, etc., and intended for general use by faculty, students, staff, and the public. Includes both departmental and institution-wide museums, galleries, and similar exhibition areas that are used to display materials and items for viewing by the institutional population and the public. Planetariums used primarily for exhibition are also included in this category. Planetariums used primarily for research should be classified in the Laboratory Facilities (Code 200) series.
- 625 EXHIBITION SERVICE A space that directly serves an exhibition facility as an extension of the activities in that facility. Includes preparation workrooms, storage rooms, vaults, etc., that serve general exhibition areas (see Exhibition-620).
- 311 FACULTY OFFICE Office space for faculty. Faculty includes those at the Instructor level and above.
- 320 FACULTY OFFICE SERVICE Space that directly serves a faculty office or group of offices as an extension of the activities in those spaces. Includes closets, private rest rooms not available to the public, and other rooms expressly available to faculty.
- 630 FOOD FACILITY A space used for eating. Includes dining halls, cafeterias, snack bars, restaurants, and similar eating areas, including such areas in residence halls, faculty clubs, etc. This category includes facilities open to students, faculty, staff, or the public at large. The primary distinction of a Food Facility (630) area is the availability of some form of accommodation (seating, counters, tables) for eating or drinking. This is, therefore, an area intended for the actual consumption of food and drink. Vending areas with seating, counters, or tables and sit-down lunch or vending spaces that serve a shop facility are included in this category.
- 635 FOOD FACILITY SERVICE A space that directly serves a food facility as an extension of the activities in that facility. Includes kitchens and other preparation areas, cold storage and freezer refrigeration rooms, dishwashing rooms, food serving areas, cleaning areas, etc. Includes first aid and vending areas directly serving food facilities, or adjacent to an eating area.
- 999 FR PROPERTY USE ONLY Space used for equipment only.
- 580 GREENHOUSE A building or space, usually composed chiefly of glass, plastic, or other light-transmitting material, that is used for the cultivation or protection of plants or seedlings for research, instruction, or campus physical maintenance or improvement purposes. The primary criterion here is the combination of structural design as a greenhouse and the use for cultivation or protection. An example would be a greenhouse that serves as a laboratory or service area for a botany or other (e.g., horticulture) educational program. This category includes any facility serving the greenhouse function (e.g., warehouse facilities equipped with special lighting controls for the cultivation or protection of plants).
- 415 GROUP STUDY ROOM Space for more than one person to study together.
- 585 GREENHOUSE SERVICE Space that directly serves a greenhouse facility as an extension of the activities in that facility. Includes equipment or materials storage areas and rooms generally called headhouses.
- 765 HAZARDOUS MAT SVC A room that directly serves one or more hazardous materials spaces as an extension of the activities in those spaces.
- 760 HAZARDOUS MATERIALS A centralized facility used for the storage of materials planned for future use or distribution that are considered hazardous by the physical, chemical, biological, or radioactive nature of the

materials. Hazardous materials include those materials that are flammable, chemically aggressive (e.g., acids or bases), chemically unstable, biologically toxic, or radioactive. These materials are “new” in nature, in that they had been acquired for specific planned use and are not remnants or “leftovers” from other work activities. This category of space is separate from hazardous waste storage (770).

770 HAZARDOUS WASTE STORAGE A centralized storage facility used for the treatment and/or disposal of hazardous or toxic waste materials as defined, classified, and controlled under government environmental regulations. This includes facilities specifically devoted to the storage, treatment, and/or disposal of toxic or hazardous waste. Hazardous or toxic waste materials are those materials remaining in excess from any particular process or procedure and so represent waste, the disposal of which is regulated by government environmental regulations.

970 HOUSE A complete living unit, with private cooking facilities, that is a separate structure. Should include fraternity and sorority houses only if owned or controlled by the institution. This is the basic module or group of rooms designed as a complete house keeping unit (i.e., it contains bedroom(s), living room(s), kitchen, and toilet facilities). It is not intended that individual rooms be specifically identified within the structure, but only that the total interior area be accounted for. Included houses provided for faculty, staff or students.

399 LACTATION ROOM Private room where 1-2 breastfeeding women can use a breast pump in private. May be a room within an office suite or a locked room off a public corridor. May have furniture.

650 LOUNGE A space used for rest and relaxation that is not restricted to a specific group of people, unit, or area. A lounge facility is typically equipped with upholstered furniture, draperies, and carpeting, and may include vending machines. This general use lounge differs from an office area or break room lounge (see Office Service-315) by virtue of its public availability. If a space is equipped with more than one or two seats for a seating area and intended for use by people visiting or passing through a building or area, it is coded as a Lounge (650). Such a space may have vending machines even though the primary use of the space is rest, relaxation, or informal socializing, not eating.

655 LOUNGE SERVICE A space that directly serves a general use lounge facility. Includes kitchenettes, storage areas, and vending spaces that directly serve a general use Lounge (650).

093 MECHANICAL SPACES Areas designed to house mechanical equipment, utility services, and shaft areas. Should include mechanical areas such as central plants, boiler rooms, mechanical and electrical rooms, fuel rooms, meter closets, and each floor's footprint of air ducts, pipe shafts, mechanical service shafts, service chutes, and stacks.

530 MEDIA PRODUCTION A space used for the production or distribution of multimedia materials or signals. Includes spaces generally called TV studios, radio studios, sound studios, photo studios, video or audio cassette and software production or distribution rooms, and media centers. These spaces have a clearly defined production or distribution function that serves a broader area (e.g., department, entire campus) than would a typical service room. Include electronic visualization studios or facilities in this category if the primary use is the production of media rather than a student-focused learning experience.

535 MEDIA PRODUCTION SVC A space that directly serves a media production or distribution space as an extension of the activities in that facility. The primary criterion here is that the space should serve a media production or distribution space and not another primary activity space. Examples include film, tape, or cassette libraries or storage areas; media equipment storage rooms; recording rooms; engineering maintenance rooms; dark rooms;

preparation rooms; studio control booths; and other support areas that specifically serve a media production or distribution room (see Media Production-530).

441 MEDIA SERVICES A space that directly serves media production spaces as a direct extension of the activities in those spaces

680 MEETING ROOM A room that is used by the institution or the public for a variety of non-class meetings. The key concept here is public availability. Conference Rooms (350) are often confused with meeting spaces because they are both primarily used for non-class meetings. However, conference spaces are restricted service components of an office complex or used by office occupants of a specific area and are generally limited to staff meetings or other departmental non-class activities. Although it may be assigned to a specific organizational unit, a meeting space is more available and open to study groups, boards, governing groups, community groups, various student groups, nonemployees of the institution, and various combinations of institutional and community members. Meeting spaces in institutional hotels or motels and other for-fee meeting spaces are included in this category.

685 MEETING ROOM SERV A space that serves a meeting space as an extension of the activities in that space. Includes kitchenettes, multimedia storage and control rooms, furniture storage rooms, and other support spaces that directly serve a meeting space.

665 MERCHANDISING FAC SVCA space that directly serves a merchandising facility as an extension of the activities in that facility. Includes storage rooms and closets, sorting rooms, private rest rooms, and other support spaces if they directly serve a Merchandising (660) facility.

660 MERCHANDISING FACILITY A space used to sell products or services. Includes product and service sales areas such as bookstores, student supply stores, barber or beauty shops, post offices, campus food stores, walk-away vending machine spaces, and central ticket outlets servicing multiple facilities or activities.

830 NURSE STATION A room or area used by nurses or other patient care staff who are supervising or administering health care services. This is the primary workstation area used by nurses and other patient care staff; these personnel are typically assigned to a specific ward of the facility. Includes ward reception and admissions desks and records or charting work areas.

835 NURSE STATION SVC A space that directly serves one or more nurse station spaces as an extension of the activities in those spaces. Includes nurse lounges or break rooms, locker rooms, private staff rest rooms, utility rooms, storage (e.g., medications, supplies, etc.), formula and medication preparation areas, equipment sterilization, and other work rooms directly serving the nurse station. Also includes special tub rooms, nourishment rooms, and separate storage rooms for records and charts. Animal or poultry maintenance service rooms in veterinary institutions, including tack rooms, horseshoeing rooms, food preparation, and feed storage rooms, are also included in this category.

310 OFFICE Space housing staff or students working at one or more desks, tables, or workstations. An office is typically assigned to one or more persons as a station or work area. It may be equipped with desks, chairs, tables, bookcases, filing cabinets, computer workstations, microcomputers, or other office equipment.

315 OFFICE SERVICE Space that directly serves an office or group of offices as an extension of the activities in those spaces. Includes file rooms, break rooms, kitchenettes serving office areas, copy and fax rooms, closets, private rest rooms not available to the public, records rooms, office supply rooms, student counseling rooms and

testing (assessment, non-health, non-discipline-related) rooms, and open and private (restricted/nonpublic) circulation areas.

225 OPEN LAB SERVICE A space that directly serves one or more open laboratories as an extension of the activities in those spaces. Includes only those spaces that directly serve an open laboratory. Included are projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage (including temporary hazardous materials storage), balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, and similar facilities, if they serve open laboratories.

220 OPEN LABORATORY A laboratory used primarily for individual or group instruction that is informally scheduled, unscheduled, or open. An open laboratory is designed for or furnished with equipment that serves the needs of a particular discipline or discipline group for individual or group instruction where 1) use of the space is not formally or regularly scheduled, or 2) access is limited to specific groups of students. Included in this category are spaces generally called music practice rooms, language laboratories used for individualized instruction, studios for individualized instruction, special laboratories or learning laboratories (e.g., speech, hearing, law, psychology, and health-related professions) if discipline restricted, individual laboratories, and computer laboratories involving specialized restrictive software or where access is limited to specific categories of students. For example, a computer laboratory with only engineering or CAD software or a computer-based writing laboratory available only to English Composition students would be classified as an open laboratory because of the restricted usage of the space for a particular discipline or discipline group. Spaces containing computer equipment that is not restricted to a specific discipline or discipline group are classified as Study Rooms (410) unless the primary intent is to function as a site for structured learning or group activities rather than individual knowledge acquisition.

430 OPEN-STACK STUDY ROOM A combination study space and stack, generally without physical boundaries between the stack and study areas. Seating areas include those types of station and seating arrangements described under Study Room (410). The stack areas of these spaces may include any of the educational material collections described under Stack (420).

590 OTHER A category of last resort. Included as a category of last resort to be used only for those spaces or facilities that cannot be described, even approximately, with other codes and definitions.

820 PATIENT BATH A room containing patient bath and toilet facilities. Included in this category are toilet and bath facilities adjoining or in proximity to patient bedrooms. These rooms may contain various configurations of toilet, tub, shower, or commode facilities; individual types of Patient Bath (820) may be distinguished through the application of extension codes. Animal cleaning rooms in veterinary schools are included in this classification unless the cleaning rooms are specifically used for surgery preparation (see Surgery Service-845).

810 PATIENT BEDROOM A room equipped with one or more beds and used for patient care. This category includes general nursing care, acute care, semi-convalescent and rehabilitative adult or pediatric bedrooms, intensive care units, progressive coronary care units, emergency bed care units, observation units, infant care nurseries, incubator units, wards, etc. Connected clothes closets may be aggregated with Patient Bedroom (810) space or classified separately as Patient Bedroom Service (815). Stalls or cage rooms for animal patients are also included, although specific bedding areas may not be provided. Veterinary facility areas commonly called veterinary quarters, small or large animal ward, equine stall, bovine stall, etc., are included in this category.

815 PATIENT BEDROOM SERVICE A room that directly serves one or more patient bedrooms as an extension of the activities in those spaces. Included are linen closets, patient lounges, children's play rooms, and any other service areas that are used primarily by patients rather than staff. Also includes small anterooms and closets

connected to the patient bedrooms if these areas are not aggregated with the Patient Bedroom (810) space. Veterinary facility areas commonly called ward storage and groom spaces should be classified within this category.

520 PHYSICAL EDUCATION A room or area used by students, staff, or the public for athletic or physical education activities. Includes gymnasia, basketball courts, handball courts, squash courts, wrestling rooms, weight or exercise rooms, racquetball courts, indoor swimming pools, indoor putting areas, indoor ice rinks, indoor tracks, indoor stadium fields, and field houses. This category includes spaces used for dancing and bowling.

525 PHYSICAL EDUCATION SERVICE A space that directly serves an athletic or physical education facility as an extension of the activities in that facility. Includes locker rooms; shower rooms; non office coaches' rooms; ticket booths; and spaces for dressing, equipment, supply, storage, first aid, skate-sharpening, towels, etc.

094 PKG LOTS/STRUCTURES Areas for parking vehicles. Includes areas for parking of vehicles only; other space located within enclosed structures should be categorized accordingly, e.g., office, etc.

440 PROCESSING ROOM A room or area devoted to processes and operations in support of library functions. A processing room is intended for specific library operations that support the overall library mission. Included are card and microfiche areas, reference desk and circulation desk areas, bookbinding rooms, multimedia materials processing areas, interlibrary loan processing areas, and other areas with a specific process or operation in support of library functions.

880 PUBLIC WAITING A space used by the public to await admission, treatment, or information within a health care facility. Included are lobby areas that are specifically configured and furnished for public waiting; physical or phantom boundaries should be assigned, as needed, to define non assignable areas of entrance lobbies that simply serve a circulation function. Also includes patient waiting rooms, visiting areas, viewing rooms, and ward day rooms.

670 RECREATION A space used by students, staff, or the public for recreational purposes. Includes exercise and general fitness rooms, billiards rooms, game and arcade rooms, table tennis rooms, chess rooms, card playing rooms, hobby rooms, TV rooms, reading (nonstudy) rooms, and music listening rooms that are used for recreation and amusement and not for instructional purposes. Recreation rooms and areas are used for relaxation, amusement-type activities, whereas athletic facilities are typically used for the more vigorous pursuits within physical education, intercollegiate athletics, and intramural programs that typically require specialized configuration.

082 RENOVATION Space assigned, but vacant at the time of surveying due to remodeling in progress, subject to begin in the near future, or recently completed.

900 RESIDENTIAL FACILITIES Housing for students, faculty, staff, and visitors to the institution if owned or controlled by the institution.

251 RSCH COLD ROOM An environmentally controlled space maintained according to the specific application, specifically for cold spaces.

256 RSCH DRKRM/PHOTO PROSpace for processing film and photographs.

253 RSCH EQUIPMENT ROOM Space where equipment is physically located and used.

260 RSCH ENVIRONMENT ROOM An environmentally controlled space maintained according to the specific application. Should be further classified as either 251-RSCH COLD ROOM or 252-RSCH WARM ROOM if room is set up as such.

- 258 RSCH EXAM ROOM A space used for examinations, diagnosis, or consultation where the primary focus is for the conduct of research (whether sponsored with federal, state, private, or institutional funds), and not patient care.
- 259 RSCH EXAM ROOM SVC A space that directly serves a RSCH EXAM ROOM as an extension of the activities in those spaces.
- 254 RSCH GLS WSH/AUTOCLV Space used for the glass wash and autoclave.
- 250 RSCH NON-CLASS LAB A space used for laboratory experimentation, research, or training in research methods; professional research and observation; or structured creative activity within a specific program or for sponsored research (whether sponsored with federal, state, private, or institutional funds). A research/non-class laboratory is designed or equipped for faculty, staff, and students for the conduct of research and controlled or structured creative activities. These activities are generally confined to faculty, staff, and assigned graduate students and are applicable to any academic discipline. Activities may include experimentation, application, observation, composition, or research training in a structured environment directed by one or more faculty or principal investigators. These activities do not include practice or independent study projects and activities that, although delivering "new knowledge" to a student, are not intended for a broader academic (or sponsoring) community (e.g., a presentation or publication). This category includes laboratories that are used for experiments, testing or "dry runs" in support of instructional, research, or public service activities. Non-class public service laboratories that promote new knowledge in academic fields (e.g., animal diagnostic laboratories, cooperative extension laboratories) are included in this category.
- 255 RSCH NON-CLASS LAB SVC A space that directly serves one or more research/non-class laboratories as an extension of the activities in those spaces. Includes only those spaces that directly serve a research/non-class laboratory. Included are projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage, balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, temporary hazardous materials storage areas, and similar facilities, if they serve research/non-class laboratories.
- 257 RSCH TISSUE CULT RM Space for the cultivation of tissue, generally a sterile and restricted area.
- 252 RSCH WARM ROOM An environmentally controlled space where temperature and humidity is maintained according to the application, specifically for warm spaces.
- 314 SECRETARIAL/CLERICAL Office space for secretarial/clerical work.
- 720 SHOP A space used for the manufacture, repair, or maintenance of products or equipment. Includes carpenter, plumbing, HVAC, electrical, and painting shops, and similar physical plant maintenance facilities. This category also includes centralized shops for construction or repair of research or instructional equipment, and repair and maintenance of multimedia equipment and devices. Special purpose shops (e.g., glass blowing, machining) supporting multiple spaces for scientific instruction and research are included in this category.
- 725 SHOP SERVICE A space that directly serves a shop facility as an extension of the activities in that facility. Includes tool storage rooms, materials storage rooms, and similar equipment or material supply or storage rooms. Locker, shower, first aid, and similar nonpublic areas that serve the shop facility should be included.
- 500 SPECIAL USE FACILITIES Space sufficiently specialized in their primary function to merit a unique space code. Although many of these spaces provide services to other areas their special use or configuration dictates that

these areas not be coded as service spaces. Includes areas for military training, clinical activities, demonstration, agricultural activities, and animal and plant shelters.

420 STACK A space used to house arranged collections of educational materials for use as a study resource.

Stacks typically appear in central, branch, or departmental libraries and are characterized by accessible, arranged, and managed collections. Collections can include books, periodicals, journals, monographs, micromaterials, electronic storage media (e.g., tapes, disks, slides, etc.), musical scores, maps, and other educational materials.

890 STAFF ON-CALL FACILITY A room or quarters used by health care staff to rest or sleep while on call to assigned duties within a health care facility. Includes areas or rooms used by doctors, nurses, emergency medical technicians, night care crews, etc., to rest or sleep while on call to specific duties within the facility.

652 STUDENT LOUNGE A lounge specifically accessible for students.

411 STUDY CARREL AREA Area with small cubicles or desks for individual study partially partitioned off from others.

410 STUDY ROOM A room or area used by individuals to study at their convenience; the space not being restricted to a particular subject or discipline by contained equipment. Includes study or reading rooms located in libraries, residential facilities, academic or student service facilities, and similar spaces that are intended for general study purposes. Study stations may be grouped, as in a library reading room, or individualized. Study stations may include computers, typewriters, microform readers, CD and DVD players, or other multimedia equipment. The category Study Space includes spaces commonly termed "learning labs" or "computer labs" if they are not restricted to specific disciplines by contained equipment or software. Study spaces are primarily used by students or staff for learning at their convenience, although access may be restricted by a controlling unit (e.g., departmental study room).

455 STUDY SERVICE A space that directly serves study spaces, stacks, open-stack study spaces, or processing rooms as a direct extension of the activities in those spaces. Includes storage spaces, copy rooms, closets, locker rooms, coat rooms, and other typical service areas that support a primary study facilities room (see Codes 410, 420, 430, and 440). With the increasing implementation of wireless technology, service areas are migrating into the primary study space and stacks. Campuses need to adopt a consistent approach to using either predominate use or "phantom walls" to allow for the separation of service space. An example would be space occupied by routers, servers, or battery-charging equipment on the open floor of a library or student center.

840 SURGERY A room used for surgery. Included in this category are major and minor surgery rooms, delivery rooms, and special procedures operating rooms (e.g., OB-GYN, ophthalmic operating rooms). These spaces are typically equipped with operating room tables, sterile lights, anesthesia machines, and various types of monitoring equipment. Institutions may wish to distinguish specific types of surgery or operating rooms through extension coding. Also includes rooms in veterinary facilities typically referred to as large animal surgery, small animal (includes poultry) surgery, bovine surgery, bull surgery, etc.

845 SURGERY SERVICE A space that directly serves a surgery room as an extension of the activities in that facility. Included are recovery rooms, labor rooms, special support equipment rooms (e.g., anesthesia, heart, lung, x-ray, etc.), dictation booths, scrub-up rooms, gown rooms, locker rooms, instrument cleanup and storage rooms, sterile supply storage rooms, patient (surgery preparation) cleaning rooms, monitor rooms, gas and gurney storage areas, postoperative and operating room repair rooms, and clean and dirty utility areas, if these spaces

directly serve the surgery facility. Animal holding rooms are also included here if they directly serve a veterinary surgery room.

095 TELEPHONE/MECHANICAL Area designed to house mechanical equipment, utility services, and shaft areas. Includes telecommunication closets.

855 TREATMENT/EXAM SVC A space that directly serves a Treatment/Examination Clinic room as an extension of the activities in those spaces. Included are dressing rooms, x-ray and film reading or viewing rooms, film processing rooms, dark rooms, work preparation areas, equipment and supply storage areas, soundproof rooms, patient dressing rooms, and clean and dirty utility rooms if these areas directly serve the primary activity treatment/examination clinic facility. Also includes spaces in veterinary institutions commonly called animal holding pens, or other similar services if these areas serve a treatment/examination clinic area.

850 TREATMENT/EXAMINATION A space used for examinations, diagnosis, consultation, or treatment. Included are rooms used for radiology, fluoroscopy, angiography, physical and occupational therapy, dialysis, body (e.g., CAT, MRI, and ultrasound) scanning, cardiac catheterization, pulmonary function and vascular testing, EEG, ECG, EMC, EMR, linear acceleration, dental examination, treatment, speech, hearing, and other similar activities. Also includes combined doctor's office and treatment/examination clinic rooms. In veterinary institutions, rooms commonly called isolation treatment, small or large animal treatment, small or large animal x-ray, etc., are included.

080 UNASSIGNED SPACE Space completed but never assigned.

070 UNFINISHED AREA All potentially assignable and non-assignable areas in new buildings, shell space, or additions to existing buildings not completely finished at the time of the inventory.

780 UNIT STORAGE A dedicated storage area or location under the direct control and management of a specific institutional division, department, office, business unit, or similar organizational unit. A dedicated storage unit or location typically remote from the controlling unit's work space and under its direct control and management for the purpose of storing materials and equipment related to and in support of the unit's particular program and activities. This category of space is different from hazardous materials storage (760) or hazardous waste storage (770).

081 VACANT SPACE Excess space inventory with no immediate plans for occupation.

740 VEHICLE STORAGE Space or structure that is used to house or store vehicles. Includes structures, buildings, and spaces generally called parking decks, garages, boathouses, and airplane hangars. The definition of "vehicle" is broadly interpreted here to include forklifts, moving equipment, lawn equipment, and other powered transport devices or equipment, as well as automobiles and trucks.

745 VEHICLE STORAGE SERVICE Space that directly serves a vehicle storage facility as an extension of the activities in that facility. Includes any areas or rooms directly serving a vehicle storage facility, such as storage rooms and areas used for maintenance and repair of automotive equipment, boats, airplanes, and other vehicles as defined in Vehicle Storage (740).