

Instructions for Using UW FICM Standards

University of Washington, Campus Architecture & Planning

Instructions for identifying Space Type (aka Primary Use):

1. Identify the most relevant classification amongst the left-most section headings and descriptions that describes the current use of each room or space. The color-coded section rows provide distinguishing characteristics that apply to each section.

2. Operative words have been identified (where applicable) to aid with this step.

3. Within the Space Type columns, identify the appropriate category based on space type name/definition.

4. Best Practices for Assigning Space Types (aka Primary Use).

A room can only be assigned one space type/primary use. The best practice is to assign the space type (aka primary use) based on the use that occurs the majority of the time.

Example Scenario A: A research lab hosts a class once a week but is also used to support research on sponsored projects the rest of the week.

Decision Guide: The room should be coded as Research Lab (250) rather than as a lab classroom (210). Note: Primary Use is different than Functional Use. Functional Uses describe how time is spent in a room and is a factor in determining Facilities and Administrative (F&A) rates for indirect costs. For more information about Functional Uses or F&A rates, please contact Management, Accounting & Analysis (MAA): <https://finance.uw.edu/maa/fa-rate-proposal/space-survey/functional-use-definitions>

Other FAQ examples for determining Space Type/Primary Use:

Example Scenario B: Faculty conduct computer-based student testing on an individual or small group basis outside of class time (i.e. make-up exam room). Should this be categorized as a classroom, laboratory, or other?

Decision Guide: The space is not used for instruction therefore, classroom facilities (100) do not apply. Similarly, Lab Classroom (210) does not apply because it is not used for regularly scheduled instruction. Open Laboratory (220) does not apply because it specifically excludes computers. Computer Laboratory allows computer equipment, and accommodates drop-in or event-scheduled use. Computer Laboratory (230) is appropriate to assign.

Example Scenario C: A researcher conducts computational experiments on their desk computer. They also use the space for general office work. Should this be classified as an office or a laboratory?

Decision Guide: The applicable category applies to the most common (primary) use. In this particular example, Computational Research Office (261) includes computational research and office function. Computational Research Office (261) is appropriate to assign.

Example Scenario D: A room is primarily used for faculty or administrative meetings. Should this be categorized as a Conference Room (350) or Meeting Room (680)?

Decision Guide: Conference Room 350 applies to spaces primarily used by faculty or administration. Meeting Room (680) applies to publicly available groups such as students. In this scenario, Conference Room (350) is appropriate to assign.

5. If other situations emerge for which a space classification or type is uncertain, please consult with CAPspace@uw.edu for guidance.

6. Unit responsibilities for space assignments and on-going space data maintenance.

- All spaces within categories 000 - 900 must be assigned to a Unit/College/School/ Organization or Department.
- The Unit is responsible for determining the appropriate lowest-level Cost Center (CC or CCH) to be assigned to each space. For space assignment requests or changes, please submit a space request via <https://facilities.uw.edu/services/requests>.
- Spaces assigned to the following primary use codes should also have staff assignments: 200-series Labs with PI assignments, 300-series Offices (except hoteling desks).
- Units are responsible for keeping their space data current. Changes in room use, unit relocations to/from facilities, changes to researcher/PI assignments must be updated by the Unit.

Visual Example:

| 1 | FM SYSTEMS TERMINOLOGY → | SPACE CLASS | SPACE TYPE | SPACE TYPE NAME |
|---|---|-------------|------------|--------------------|
| | 100 CLASSROOM FACILITIES General purpose classrooms, lecture halls, recitation rooms, seminar rooms, and other spaces used primarily for scheduled nonlaboratory instruction. | | | |
| 2 | Operative word(s): scheduled, non-laboratory instruction | | | |
| | | 100 | 110 | GENERAL CLASSROOM |
| | | 100 | 111 | ASSIGNED CLASSROOM |
| | | 100 | 112 | COMPUTER CLASSROOM |



NOTES REGARDING MEASURABLE AREAS:

Net Assignable Area (aka Net Assignable Square Feet, NASF) is the sum of all spaces allocated to categories 000 - 900, with a minimum ceiling height of 3'-0" or greater.

Nonassignable Area is the sum of spaces allocated to categories WWW, XXX, and YYY.

Net Usable Area = Assignable Area + Nonassignable Area

Gross Square Footage (GSF) = Net Usable + Structural Area. GSF is the total area of the building measured to the outside face of the exterior walls, excluding cornices, pilasters, buttresses that extend beyond the wall faces. GSF excludes areas having less than 3'-0" clear ceiling height.

Rentable Square Footage (RSF) applies to leased facilities only. RSF is the total square footage for which tenants are required to pay rent. It includes the usable square footage of a leased area + a portion of the building's common space. Common spaces of a building often include, but are not limited to, hallways, lobbies, public restrooms, fitness facilities or other amenity spaces.

UW FICM Standards - Space Types and Definitions

University of Washington, Campus Architecture & Planning

Revised April 9, 2025

FM SYSTEMS TERMINOLOGY -->

SPACE CLASS SPACE TYPE SPACE TYPE NAME

INVISION TERMINOLOGY -->

SPACE CATEGORY SPACE PRIMARY USE PRIMARY USE NAME

ROOM TYPE DEFINITION

000 UNCLASSIFIED FACILITIES

Unclassified facilities are assignable areas that are inactive or temporarily unassigned; in the process of being altered, renovated, or converted; or in an unfinished state.

Operative word(s): inactive, temporarily unassigned

| SPACE CATEGORY | SPACE PRIMARY USE | SPACE TYPE NAME | ROOM TYPE DEFINITION |
|----------------|-------------------|------------------|--|
| 000 | 050 | UNASSIGNED AREA | Rooms available for assignment but unassigned at this time. |
| 000 | 060 | ALTER/CONVERSION | Spaces temporarily out of use because they are being altered, remodeled, or rehabilitated at this time. |
| 000 | 070 | UNFINISHED AREA | All potentially assignable areas in new buildings, shell space, or additions to existing buildings not completely finished at this time. <i>Includes</i> shelled space to be finished at a future date. |

100 CLASSROOM FACILITIES

General purpose classrooms, lecture halls, recitation rooms, seminar rooms, and other spaces used primarily for scheduled nonlaboratory instruction.

Operative word(s): scheduled, non-laboratory instruction

| SPACE CATEGORY | SPACE PRIMARY USE | SPACE TYPE NAME | ROOM TYPE DEFINITION |
|----------------|-------------------|--------------------|---|
| 100 | 110 | GENERAL CLASSROOM | A room used by regularly scheduled classes that does not require special-purpose equipment and which commonly is used by more than one discipline. These classrooms are centrally scheduled. <i>Includes</i> lecture rooms, lecture-demonstration rooms, seminar rooms, and general purpose classrooms. |
| 100 | 111 | ASSIGNED CLASSROOM | Same description as 110 (above) but scheduled by a department or other academic unit. |
| 100 | 112 | COMPUTER CLASSROOM | A classroom with a computer at every student station as well as the instructor station configured so that each station can see the instructional display screen simultaneously with their own desktop screen. Computer classrooms are locked for security when not in use for scheduled courses. |
| 100 | 115 | CLASSROOM SERVICE | A room that directly serves one or more classrooms as an extension of the activities in those rooms. |
| 100 | 116 | BREAKOUT SPACE | A room used by regularly scheduled classes as an adjunct to the primary classroom for small group discussion/active learning activities occurring during the regularly scheduled meeting for the course. |
| 100 | 140 | REMOTE CLASSROOM | A room with standard classroom furniture and equipment that is typically scheduled by a department or other academic unit due to its location off the main Seattle, Bothell or Tacoma campuses which restricts its use in general scheduling. |

200 LABORATORY FACILITIES

Rooms or spaces characterized by special purpose equipment or a specific configuration that ties instructional or research activities to a particular discipline or a closely related group of disciplines.

| SPACE CATEGORY | SPACE PRIMARY USE | SPACE TYPE NAME | ROOM TYPE DEFINITION |
|----------------|-------------------|-------------------|--|
| 200 | 210 | LAB CLASSROOM | A specially designed or equipped room used primarily for group instruction in regularly scheduled classes that requires special-purpose equipment for student participation, experimentation, observation, or practice in a particular field of study. These rooms are scheduled by a department or other academic unit. <i>Includes</i> teaching laboratories, instructional shops, drafting rooms, band/choral rooms, group studios, theater stage areas used for instruction, instructional health laboratories, and similar specially designed or equipped rooms if they are used for group instruction or regularly scheduled classes. |
| 200 | 211 | GENERAL CLASS LAB | A specially designed or equipped room used primarily for group instruction in regularly scheduled classes that requires special-purpose equipment for student participation, experimentation, observation, or practice in several related fields of study. These rooms are centrally scheduled. |

| INVISION TERMINOLOGY --> | SPACE CATEGORY | PRIMARY USE | PRIMARY USE NAME | ROOM TYPE DEFINITION |
|--|-------------------|----------------|-------------------------------|---|
| | 200 | 212 | RESTRICTED CLASS LAB | A specially designed or equipped room used for group instruction but restricted to a small number of courses by project work in progress, by the nature of equipment and materials, or by location. <i>Includes</i> instructional shop spaces. |
| | 200 | 215 | CLASS LAB SERVICE | A room that directly serves one or more class labs as an extension of the activities in those rooms. <i>Includes</i> projection rooms, telecommunications control booths, coat rooms, prep rooms, closets, lab material storage (incl. temporary hazardous chemical storage), balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms that serve class laboratories. |
| | 200 | 220 | OPEN LABORATORY | A space intended to provide students access to specialized equipment (excluding computers) for individual or group work on a non-scheduled (drop-in) or event-scheduled basis. While open labs may be used for some scheduled course instruction, the room and its resources must be accessible for other individual or instructional use at non-class times. <i>Includes</i> music practice rooms, language laboratories, studios for individualized instruction, special laboratories or learning laboratories (e.g. speech, hearing, law, psychology, and health-related professions) if discipline-restricted. |
| | 200 | 225 | OPEN LAB SERVICE | A room that directly serves one or more open labs as an extension of the activities in those rooms. |
| | 200 | 230 | COMPUTER LABORATORY | A space intended to provide students access to computers for individual or group work on a non-scheduled (drop-in) or event-scheduled basis. While computer labs may be used for some scheduled course instruction, the room and its resources must be accessible for other individual or instructional use at non-class times. |
| | 200 | 235 | COMPUTER LAB SERVICE | A room that directly serves one or more computer labs as an extension of the activities in those rooms. |
| | 200 | 250 | RESEARCH LAB | A room used for research/non-class laboratory applications, and/or training in a research methodology that requires special-purpose equipment for faculty and/or student experimentation, application, observation, composition or research training in a structured environment directed by one or more faculty or principal investigators (PIs). These spaces are generally confined to faculty, staff, and assigned students and are applicable to any academic discipline. <i>Includes</i> laboratories used for experiments, testing, or "dry runs" in support of instructional, research or public service activities. Performing arts and other non-science activities are included if they are controlled and structured to the extent that they are intended to produce a specific research or experimental outcome. <i>Excludes</i> class laboratories (210), open laboratory/student practice rooms (220). |
| | 200 | 255 | RESEARCH LAB SERVICE | A room that directly serves one or more research labs as an extension of the activities in those rooms. <i>Includes</i> chemical storage, cold room, server room, darkroom, DI/RO water, gas storage, glasswash/autoclave, lab equipment, and power rooms that serve a research laboratory. <i>Excludes</i> class lab service (215) or open lab service (225). |
| | 200 | 260 | BL3 | Biosafety containment at an elevated level. Training required for working in this type of lab. |
| | 200 | 261 | COMPUTATIONAL RESEARCH OFFICE | An office used predominantly for sponsored research typically used by research faculty, research scientists/engineers or post docs. No biosafety containment in this type of lab. |
| | 200 | 262 | BL2 WET LAB | Biosafety containment is required in this type of lab. The entire lab space must be safety approved. |
| | 200 | 263 | SPECIALIZED DRY LAB | A research laboratory for electronic based research that does not contain wet lab work. Can contain electronic and robotic equipment. |
| | 200 | 264 | SPECIALIZED WET LAB | A research laboratory with no biosafety containment, but specific pieces of equipment are approved for biosafety containment in the room. |
| | 200 | 265 | ANIMAL SURGERY | A research space used for animal procedures, operating, and recovery. |
| 300 OFFICE FACILITIES | | | | Note: other spaces such as shops, study rooms, classrooms, research/non-class laboratories that contain a desk, chair or other office equipment shall be classified according to the <u>primary use</u> of the space, rather than as an office. |
| Offices and conference rooms specifically assigned to each of the various academic, administrative, and service functions. | | | | |
| Operative word(s): academic/administrative | | | | |
| | 300 | 311 | FACULTY OFFICE/DESK | A room used by instructional and research faculty in an office (i.e., working at a desk, table, or workstation). |

INVISION TERMINOLOGY -->

| SPACE CATEGORY | PRIMARY USE | PRIMARY USE NAME | ROOM TYPE DEFINITION |
|----------------|-------------|------------------------|---|
| 300 | 312 | DEAN/CHAIR/DIR/OFFICE | A room used by personnel engaged in the planning, management and operation of the academic and/or business affairs of the institution, college or department, including offices of the dean, chairpersons, central administration and directors. |
| 300 | 313 | TA/RA OFFICE/DESK | A room used by students (working at a desk or table), Including teaching and research assistants, trainees, student activity assistants, counseling assistants, curator assistant, non-medical intern, etc. |
| 300 | 314 | CLERICAL OFFICE/DESK | A room used primarily by secretarial and clerical staff (working at a desk or table), as well as general office space where files, office machines, or reception space is in the same room with clerical personnel. |
| 300 | 315 | OFFICE GENERAL SUPPORT | A room that directly serves one or more offices as an extension of the activities in those rooms. <i>Includes</i> office computer service and circulation aisles within a suite of rooms such as a corridor in an office suite. <i>Excludes</i> private restrooms that are configured as an extension of an office and reserved for specific staff within a building; refer to 502, 503, 504. |
| 300 | 316 | PROSTAFF OFFICE/DESK | A room used by academic or administrative staff, other than directors of units, including offices of accountants, architects, assistants to directors, coordinators, graphic artists, advisors, managers, etc. |
| 300 | 317 | OTHER SPACE/DESK | A room used by non-university paid staff , housed in University owned facilities, e.g., federal auditors. |
| 300 | 318 | OFFICE STORAGE | A room that is used to store office materials. |
| 300 | 319 | CONTRACT EMPLOYEE | A room used by a contract employee. |
| 300 | 350 | CONFERENCE ROOM | A room serving an office complex and used primarily for staff meetings and departmental noninstructional meetings. <i>Includes</i> traditional and modular conference rooms, as well as teleconference spaces including single occupancy video conference rooms. |
| 300 | 355 | CONFERENCE SERVICE | A room that directly serves one or more conference rooms as an extension of the activities in those rooms. <i>Excludes</i> spaces that support meeting rooms (685) or offices (315). |
| 300 | 360 | BREAKROOM/KITCHEN | A room serving an office complex and used as an employee breakroom or a kitchenette. |

400 STUDY FACILITIES

Study rooms, stacks, open-stack reading rooms, library processing spaces, and study service.

Operative word(s): study

| | | | |
|-----|-----|------------------------|--|
| 400 | 410 | LIBRARY STUDY ROOM | A room located in a campus library used by individuals to study books or audio-visual materials, including reading rooms, carrels, study booths, etc. These spaces are intended for general study purposes by individuals to use as their convenience, and not restricted to a particular subject or discipline. |
| 400 | 412 | NON-LIBRARY STUDY ROOM | A room located in areas not assigned to libraries, that individuals use to study at their convenience. |
| 400 | 420 | LIBRARY COLLECTIONS | A space used to house arranged collections of educational materials for use as a study resource. Spaces typically appear in central, branch or departmental libraries and are characterized by accessible, arranged, and managed collections of books, periodicals, journals, micromaterials, electronic storage, musical scores, maps, and other educational materials. <i>Excludes</i> book storage for classrooms (115) or materials for exhibition (620). |
| 400 | 430 | OPEN-STACK STUDY ROOM | A combination study space and stack, generally without physical boundaries between the stack and study areas. |
| 400 | 440 | PROCESSING ROOM | A room or area devoted to processes and operations in support of library functions. |
| 400 | 441 | USER ASSISTANCE | Areas where users gain assistance in accessing library collections and resources, such as reference and information desks, index tables, on-line and card catalogs, CD-ROM stations, microfilm viewing areas, etc. |
| 400 | 442 | TECHNICAL PROCESSING | A processing room intended for specific library operations which support the overall library mission, i.e., space occupied by library staff to prepare materials for use. <i>Includes</i> book binding rooms. |
| 400 | 455 | STUDY SERVICE | A room that directly serves one or more study spaces as an extension of the activities in those rooms. <i>Includes</i> study storage spaces, copy rooms, closets, coat rooms, and other services areas that support a primary study facility room. |

500 SPECIAL USE FACILITIES

Spaces whose primary activity or function does not align with other space use categories and therefore merits a unique room code assignment. Spaces within this category are applicable to limited group(s) of occupants.

| INVISION TERMINOLOGY --> | SPACE CATEGORY | PRIMARY USE | PRIMARY USE NAME | ROOM TYPE DEFINITION |
|--------------------------|-------------------|----------------|------------------------------|---|
| | 500 | 502 | PRIVATE RESTROOM, FEMALE | A female-designated restroom available to a limited group of occupants. <i>Includes</i> restrooms within an office suite or in direct support of an adjacent assignable area primary use. <i>Excludes</i> public restrooms that are available to all building occupants (X02). <i>Excludes</i> restrooms for resident use in a resident facility; refer to 900 Resident Facilities. |
| | 500 | 503 | PRIVATE RESTROOM, MALE | A male-designated restroom available to a limited group of occupants. <i>Includes</i> restrooms within an office suite or in direct support of an adjacent assignable area primary use. <i>Excludes</i> public restrooms that are available to all building occupants (X03). <i>Excludes</i> restrooms for resident use in a resident facility; refer to 900 Resident Facilities. |
| | 500 | 504 | PRIVATE RESTROOM, ALL GENDER | A restroom designated for individuals of all genders and available to a limited group of occupants. <i>Includes</i> restrooms within an office suite or in direct support of an adjacent assignable area primary use. <i>Excludes</i> public restrooms that are available to all building occupants (X04). <i>Excludes</i> restrooms designated for resident use in a resident facility; refer to 900 Resident Facilities. |
| | 500 | 505 | PRIVATE SHOWER ROOM | A shower room that is available as a building amenity for a limited group of building occupants. <i>Excludes</i> shower rooms that are available to all building occupants. Refer to X05 General Use Shower Room. <i>Excludes</i> showers within residence facilities; refer to section 900. <i>Excludes</i> shower facilities within athletic or intramural facilities; refer to 525 Athletic Facilities Service. |
| | 500 | 520 | ATHLETIC FACILITIES | A room or area used by students, staff, or the public for athletic or intramural activities. <i>Includes</i> indoor gymnasias, ball courts, wrestling rooms, weight or exercise rooms, indoor tracks, indoor swimming pools, etc. <i>Excludes</i> spaces for recreational use which are primarily for relaxation and amusement type activities (670). <i>Excludes</i> outdoor fields, outdoor ball courts, or other non-building facilities. |
| | 500 | 523 | ATHLETIC SPECTATOR SEATS | The covered seating area used by students, staff, or the public to watch athletic events. <i>Includes</i> covered permanent or fixed seating gymnasias, field houses, and covered stadia. <i>Excludes</i> temporary or movable seating areas/bleachers. Uncovered permanent seating is not assignable space. |
| | 500 | 525 | ATHLETIC FACILITY SERVICE | A room that directly serves one or more athletic facilities rooms as an extension of the activities in those rooms. <i>Includes</i> athlete locker rooms, nonoffice coaches' rooms, ticket booths, equipment supply and field support buildings. <i>Excludes</i> public restrooms (X02, X03, X04). <i>Excludes</i> Central ticket outlets service multiple facilities/services are classified as Merchandising (660). |
| | 500 | 530 | MEDIA PRODUCTION | A room or group of spaces used for the production and distribution of multimedia materials or signate (e.g. audio/visual, radio and television materials for the operation of equipment for communication of these materials, including sound and graphics studios and similar rooms). |
| | 500 | 535 | MEDIA PRODUCTION SERVICE | A room that directly serves one or more media production rooms as an extension of the activities in those rooms. |
| | 500 | 540 | CLINIC | A room used for the diagnosis, consultation, treatment, or other services to patients or clients. <i>Includes</i> examination rooms, testing rooms, consultation rooms and holding area. Such spaces are typically associated with educational programs such as psychology, law, speech and hearing. <i>Excludes</i> services for medicine, dentistry, and student health care. <i>Excludes</i> remedial reading clinics which should be classified as classrooms or laboratories instead. |
| | 500 | 545 | CLINIC SERVICE | A room that directly serves one or more clinic rooms as an extension of the activities in those rooms. |
| | 500 | 550 | DEMONSTRATION | A room or group of spaces used to practice within an instructional program and the principles of certain disciplines. <i>Includes</i> real-world simulation spaces, demonstration schools, and preschool nurseries if they support the training of college students as teachers. <i>Excludes</i> day care and development centers that are not used as part of an instructional program. See Day Care 640 instead. |
| | 500 | 555 | DEMONSTRATION SERVICE | A room that directly serves one or more demonstration rooms as an extension of the activities in those rooms. |

INVISION TERMINOLOGY -->

| SPACE CATEGORY | PRIMARY USE | PRIMARY USE NAME | ROOM TYPE DEFINITION |
|-------------------|----------------|-------------------------|---|
| 500 | 560 | FIELD BUILDING | A structure for the handling, storage, or protection of farm products, supplies, vehicles, or implements. Structures are typically of light-frame construction with unfinished interiors and are frequently located outside the central campus area. Service areas that support field buildings are classified within this category. <i>Excludes</i> animal facilities directions supporting research or instructional laboratories, see Animal Facilities (570). <i>Excludes</i> non-agricultural, non-farm related vehicles, see Vehicle Storage (740). |
| 500 | 570 | ANIMAL QUARTERS | A space that houses laboratory animals maintained for the institution for research and/or instruction purposes. <i>Includes</i> animal rooms, cage rooms, stalls, wards, isolations, quarantine, and similar spaces for instruction and research. Spaces are typically subject to rules and regulations of agencies regarding animal care and laboratory animals (e.g. AAALAC). <i>Excludes</i> sheltering animals that do not directly support instruction or research (e.g. veterinary functions). |
| 500 | 575 | ANIMAL QUARTERS SERVICE | A room that directly serves one or more animal quarters as an extension of the activities in those rooms. |
| 500 | 580 | GREENHOUSE | A building or room, usually composed chiefly of glass or other light-transmitting material, for the cultivation and/or protection of plants or seedlings for research, instruction, or campus physical maintenance or improvements. <i>Includes</i> any facility serving the greenhouse function (e.g. botany or horticulture greenhouse). <i>Excludes</i> uses that have repurposed a greenhouse (e.g. a space now used for storage function). |
| 500 | 585 | GREENHOUSE SERVICE | A room that directly serves one or more greenhouse rooms as an extension of the activities in those rooms. |
| 500 | 590 | NOT CLASSIFIED | A category of last resort. This is to be used only for those spaces or facilities that cannot be described, even approximately, with other codes and definitions. The goal is to avoid/minimize spaces being assigned to this category. |

600 GENERAL USE FACILITES

Spaces whose primary use is characterized by a broader availability to faculty, students, staff, or the public than those classified as Special Use Facilities.

| | | | |
|-----|-----|-------------------------|--|
| 600 | 610 | ASSEMBLY | A room designed and equipped for the assembly of large numbers of persons for events. These rooms may incidentally serve instruction at times. <i>Includes</i> dramatic, musical, devotional, or commencement activities, theaters, auditoriums, arenas, concert halls, chapels in health |
| 600 | 615 | ASSEMBLY SERVICE | A room that directly serves one or more assembly rooms as an extension of the activities in those rooms. <i>Includes</i> 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. <i>Excludes</i> lobbies or circulation areas. |
| 600 | 620 | EXHIBITION | A room used for exhibition of materials, works of art, artifacts, etc., and intended for general use by students and the public. <i>Includes</i> departmental and institution-wide museums, art galleries, exhibit-based planetariums. <i>Excludes</i> displays that are intended for instructional purposes and not for general exhibitions. |
| 600 | 625 | EXHIBITION SERVICE | A room that directly serves one or more exhibition rooms as an extension of the activities in those rooms. |
| 600 | 630 | FOOD FACILITIES | A space used for eating that includes some for of accommodation for eating or drinking (e.g. seating, counters, tables). <i>Includes</i> dining halls, cafeterias, snack bars, restaurants, faculty clubs. This category includes facilities open to students, faculty, staff, or the general public at large. <i>Excludes</i> food vending areas not provided with seating, counters, or tables. See Merchandising (660). |
| 600 | 635 | FOOD FACILITIES SERVICE | A room that directly serves one or more food facilities as an extension of the activities in those rooms. <i>Includes</i> kitchens and other prep areas, cold storage and freezer refrigeration rooms, dishwashing rooms, food serving areas, cleaning areas, first aid and vending areas directly serving foot facilities, or adjacent to an eating area. Also includes nutrition stations, food preparation areas, food cleaning areas, and serving lines. <i>Excludes</i> kitchenettes. |
| 600 | 640 | DAY CARE | A room used to provide day and/or night child or elderly adult care as a non-medical service to members of the institutional community. |
| 600 | 645 | DAY CARE SERVICE | A room that directly serves one or more day care rooms as an extension of the activities in those rooms. |
| 600 | 650 | PUBLIC LOUNGE | A space primarily used for rest, relaxation, or informal socializing that is not restricted to a specific group of people, unit, or area. <i>Excludes</i> spaces whose primary use is for eating. See also Vending Area (661). |
| 600 | 651 | DEPARTMENTAL LOUNGE | A room in an office area used for informal meetings and conversations. |

INVISION TERMINOLOGY -->

| SPACE CATEGORY | PRIMARY USE | PRIMARY USE NAME | ROOM TYPE DEFINITION |
|-------------------|----------------|------------------------|---|
| 600 | 652 | PERSONAL WELLNESS ROOM | A quiet room for meditation, prayer, etc. The room may be reservable. |
| 600 | 653 | MOTHER'S ROOM | A supportive space for mothers to nurse a child or express milk, typically containing a sink. <i>Includes</i> lactation room. |
| 600 | 655 | PUBLIC LOUNGE SERVICE | A room that directly serves one or more lounges as an extension of the activities in those rooms. |
| 600 | 660 | MERCHANDISING | A room or space used to sell products or services. <i>Includes</i> bookstores, student supply stores, barber or beauty shops, post offices, campus food stores, and central ticket outlets serving multiple facilities or activities. |
| 600 | 661 | VENDING AREA | A space used to sell food products from a vending machine. |
| 600 | 665 | MERCHANDISING SERVICE | A room that directly serves one or more merchandising rooms as an extension of the activities in those rooms. |
| 600 | 670 | RECREATION | A room or space used by students, staff, and the public for recreation. <i>Includes</i> exercise and general fitness rooms, billiard rooms, game and arcade rooms, table tennis, game rooms, TV rooms, music listening rooms for the primary purpose of recreation and amusement. These spaces are not for instructional purposes. <i>Excludes</i> intercollegiate athletic facilities and intramural facilities that typically require specialized configuration; See 520. <i>Excludes</i> gymnasias, ball courts, weight rooms, wrestling rooms, indoor swimming pools, and indoor fields. |
| 600 | 675 | RECREATION SERVICE | A room or space that directly serves one or more recreation rooms as an extension of the activities in those rooms. |
| 600 | 680 | MEETING ROOM | A room used for a variety of non-class meetings, including study groups, workshops, training sessions, student government, community groups, and other general purposes. <i>Includes</i> modular meeting rooms that are publicly available. <i>Excludes</i> conference rooms (350) whose use is restricted to departmental occupants. |
| 600 | 685 | MEETING SERVICE | A room that directly serves one or more meeting rooms as an extension of the activities in those rooms. |

700 SUPPORT FACILITIES

Spaces that provide centralized support for the activities of a campus such as computing facilities, shops, central storage, vehicle storage areas.

| | | | |
|-----|-----|--------------------------|--|
| 700 | 710 | CENTRAL COMPUTER | A room or group of rooms with large academic mainframe computers, computing systems, or institutional networking communications, used for general campus processing of administrative, instructional or research data. <i>Includes UWIT spaces only.</i> |
| 700 | 711 | DEPARTMENT COMPUTER | A room used for college or departmental-managed network communications. <i>Includes departmental managed IT.</i> |
| 700 | 715 | CENTRAL COMPUTER SERVICE | A room that directly serves one or more central computer rooms as an extension of the activities in those rooms. <i>Excludes</i> Office Computer Service (315). |
| 700 | 720 | SHOP | A room used for the manufacture, repair, or maintenance of products or equipment, <i>Includes</i> UWF physical plant shops, central print shop, special purpose shops (e.g. machining, non-instructional wood shop). <i>Excludes</i> instructional shops (e.g. industrial arts or vocational/technical shops, costume and scene shops, architectural and engineering shops) and vehicle maintenance shops. |
| 700 | 725 | SHOP SERVICE | A room that directly serves one or more shop rooms as an extension of the activities in those rooms. |
| 700 | 730 | CENTRAL STORAGE | A room used to store centrally-managed materials, furniture, or equipment. |
| 700 | 731 | DEPARTMENTAL STORAGE | A room used to store college or departmentally managed materials, furniture, or equipment. <i>Excludes</i> storage of items that are directly related to another primary use (e.g. office storage is 318). |
| 700 | 735 | CENTRAL STORAGE SERVICE | A room that directly serves one or more central storage rooms as an extension of the activities in those rooms. |
| 700 | 740 | VEHICLE STORAGE | A room or structure used to house or store vehicles. <i>Includes</i> a broad definition of "vehicles" to includes bicycles, forklifts, moving equipment, lawn equipment, as well as automobiles and trucks. <i>Includes</i> the covered circulation area required for the "vehicles" to enter, maneuver, and exit the parking structures, decks, or garages. <i>Excludes</i> exterior bicycle storage shelters or bicycle lockers which do not meet the definition of a building and are therefore not tracked in this space management system. |

| INVISION TERMINOLOGY --> | SPACE CATEGORY | PRIMARY USE | PRIMARY USE NAME | ROOM TYPE DEFINITION |
|---|-------------------|----------------|-------------------------------|---|
| | 700 | 745 | VEHICLE STORAGE SERVICE | A room that directly serves one or more vehicle storage rooms as an extension of the activities in those rooms. |
| | 700 | 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. <i>Includes</i> services with campus-wide scope such as central food stores, central laundry, mail, central environmental testing or monitoring facilities |
| | 700 | 755 | CENTRAL SERVICE SUPPORT | A room that directly serves one or more central service rooms as an extension of the activities in those rooms. |
| | 700 | 760 | HAZARDOUS MATERIALS | A centralized facility used for the storage, treatment, or disposal of hazardous or toxic waste materials. <i>Excludes</i> dedicated unit or departmental storage of hazardous waste/materials; use applicable lab service space code instead. |
| | 700 | 765 | HAZMAT SERVICE | A room that directly serves one or more hazmat rooms as an extension of the activities in those rooms. |
| 800 HEALTH CARE FACILITIES | | | | |
| Facilities used to provide patient care. | | | | |
| | 800 | 810 | PATIENT BEDROOM | A room equipped with a bed and used for patient care in a student health center, health-profession clinics, and in hospitals. |
| | 800 | 815 | PATIENT BEDROOM SERVICE | A room that directly serves one or more patient bedrooms as an extension of the activities in those rooms. |
| | 800 | 820 | PATIENT BATH | A room containing patient bath and toilet facilities. |
| | 800 | 830 | NURSE STATION | A room or area used by nurses who are supervising and/or administering health-care facilities. |
| | 800 | 835 | NURSE STATION SERVICE | A room that directly serves one or more nurse stations as an extension of the activities in those rooms. |
| | 800 | 840 | SURGERY | A room used for surgery and its service areas. <i>Excludes</i> animal surgery (265). |
| | 800 | 845 | SURGERY SERVICE | A room that directly serves one or more surgery rooms as an extension of the activities in those rooms. |
| | 800 | 850 | TREATMENT/EXAM | A room used for diagnostic and therapeutic treatment and its service areas. |
| | 800 | 855 | TREATMENT/EXAM SERVICE | A room that directly serves one or more treatment/exam rooms as an extension of the activities in those rooms. |
| | 800 | 860 | DIAGONSTIC SERVICE LABORATORY | A room used to provide diagnostic support services to health-care facilities and its service areas. |
| | 800 | 865 | DIAGONSTIC LABORATORY SUPPORT | A room that directly serves one or more diagnostic lab rooms as an extension of the activities in those rooms. |
| | 800 | 870 | CENTRAL SUPPLIES | A room used to store supplies for health-care facilities. |
| | 800 | 880 | PUBLIC WAITING | A room used by the public to await admission, treatment, or information. |
| | 800 | 890 | STAFF ON-CALL | A room or quarters used by health care staff to rest or sleep while on-call to assigned duties within a health care facility. |
| | 800 | 895 | STAFF ON-CALL SERVICE | A room that directly serves one or more staff on-call rooms as an extension of the activities in those rooms. |
| 900 RESIDENT FACILITIES | | | | |
| Housing facilities for students, faculty, staff, and visitors to the campus. | | | | |
| | 900 | 910 | SLEEP/STUDY without RESTROOM | One or more residential rooms for one or more individuals, typically furnished with beds, wardrobes, desks, and chairs, without an internally connected bath. |
| | 900 | 919 | RESTROOMS/SHOWERS | A toilet and/or bathroom intended only for the occupants of the residential facility rather than for the general public. |
| | 900 | 920 | SLEEP/STUDY with RESTROOM | One or more rooms for individuals, typically furnished with beds, wardrobes, desks, and chairs, with an internally connected bath. |
| | 900 | 935 | SLEEP/STUDY SERVICE | A room or group of rooms which directly serves the occupants of an individual sleep/study room with or without |
| | 900 | 950 | APARTMENT | A complete living unit that is not a separate structure. |
| | 900 | 955 | APARTMENT SERVICE | A room that directly serves one or more apartments as an extension of the activities in those rooms. |
| | 900 | 970 | HOUSE | A complete living unit that is a separate structure. |
| WWW CIRCULATION AREA | | | | |
| Non-assignable spaces required for physical access to floors or subdivisions of space within the building, whether physically bounded by partitions or not. | | | | |
| | WWW | W00 | CIRCULATION AREA | A passageway used to transport people or things from one location to another. <i>Includes</i> hallways, corridors, fire towers, elevator lobbies, tunnels, bridges, and each floor's footprint of elevator shafts, escalators, and stairways. Also includes public corridors or walkways, whether walled or not, provided that they are within the outside face lines of buildings to the extent of the roof drip line or, if covered, to the extent of their cover's drip line. <i>Excludes</i> restricted access private circulation aisles used only for circulation within an organizational unit's suite of rooms, such as a corridor in an office suite. Refer to the support uses for the surrounding space instead (i.e. 315 Office Support). |

INVISION TERMINOLOGY -->

| SPACE CATEGORY | PRIMARY USE | PRIMARY USE NAME | ROOM TYPE DEFINITION |
|-------------------|----------------|------------------|----------------------|
|-------------------|----------------|------------------|----------------------|

XXX BUILDING SERVICE AREA

Non-assignable spaces used to support its cleaning and public hygiene functions.

| | | | |
|-----|-----|-----------------------------|--|
| XXX | X01 | CUSTODIAL ROOM | A room containing custodial supplies and/or equipment for daily use by custodial staff. |
| XXX | X02 | PUBLIC RESTROOM, FEMALE | A female-designated restroom available to all building occupants. <i>Excludes</i> private restrooms that are configured as an extension of an adjacent space and reserved for specific staff within a building; Use Special Use Restroom (502). <i>Excludes</i> restrooms for resident use in a resident facility; refer to 900 Resident Facilities. |
| XXX | X03 | PUBLIC RESTROOM, MALE | A male-designated restroom available to all building occupants. <i>Excludes</i> private restrooms that are configured as an extension of an adjacent space and reserved for specific staff within a building; Use Special Use Restroom (503). <i>Excludes</i> restrooms for resident use in a resident facility; refer to 900 Resident Facilities. |
| XXX | X04 | PUBLIC RESTROOM, ALL GENDER | A restroom designated for individuals of all genders and available to all building occupants. <i>Excludes</i> private restrooms that are configured as an extension of an adjacent space and reserved for specific staff within a building; Use Special Use Restroom (504). <i>Excludes</i> restrooms designated for resident use in a resident facility; refer to 900 Resident Facilities. |
| XXX | X05 | GENERAL USE SHOWER ROOM | A shower room that is available as a building amenity for all occupants of a building or tenants of a floor. <i>Excludes</i> shower rooms that are available a limited group of occupants. Refer to 505 Private Shower Room. <i>Excludes</i> showers within residence facilities; refer to section 900. <i>Excludes</i> shower facilities within athletic or intramural facilities; refer to 525 Athletic Facilities Service. |

YYY MECHANICAL AREA

Non-assignable spaces of a building designed to house mechanical equipment, utility services, and shaft areas, including central utility plants, boiler rooms, mechanical and electrical equipment rooms, fuel rooms, meter and telecommunications closets, and each floor's footprint of air ducts, pipe shafts, mechanical service shafts, service chutes, and stacks.

| | | | |
|-----|-----|--------------------|--|
| YYY | Y03 | ELECTRICAL CLOSET | A mechanical area housing electrical equipment. |
| YYY | Y04 | MECHANICAL AREA | Included are covered and walled areas that house one or more utility and/or mechanical functions for the building. <i>Include s</i> elevators and escalators. |
| YYY | Y05 | TELECOMMUNICATIONS | A mechanical area housing telecommunications equipment. |

The source for Space Category/Space Class and accompanying descriptions is based upon:

U.S. Department of Education, National Center for Education Statistics. (2006). Postsecondary Education Facilities Inventory and Classification Manual (FICM): 2006 Edition (NCES 2006-160). U.S. Department of Education. Washington, DC: National Center for Education Statistics.