Chapter 1. Introduction and System Overview

Purpose....1.1
Why a space and facilities inventory? 1.1
Background information about the system 1.1
Classes of data....1.2
Schedule....1.2
Reporting Methods....1.2
Space Master File Update 1.3
Concepts....1.3
System Interface....1.4
Intended Users of the System and Their Responsibilities 1.4

Chapter 2. SFDB Operating Procedures

Logging In to SFDB....2.1
Menu 2.3
Icon Menu 2.4
Reports 2.5
Tables....2.6
SFDB Update Process....2.7
Facility/Custodial Update 2.8
Archive Process 2.9
Actions 2.10
Query....2.11
Record 2.12
Help....2.13
Keys 2.14
List 2.15
Display Error/Debug....2.16
Window....2.16

Chapter 3. SFDB Update Process

Upload Submission File Format 3.1
Step One: Enter Data 3.3
    Option 1. Select and Upload Submission File 3.4
    Option 2. Data Entry Screen 3.12
Step Two: Run Before and After Reports....3.16
    Room by Room Report 3.17
    Summary Reports....3.18
Step Three: Edit Data 3.20
    Delete All Transactions....3.22
Step Four: View Data....3.23
Step Five: Notifying the Chancellor’s Office 3.26

Chapter 4. Accessing Standard Reports Generation

Detail Space By Discipline 4.2
Detail Space By Space Type 4.3
Complete Space By Facility 4.4
Non State Space By Facility 4.5
Summary Space By Facility 4.6
Summary Space By Discipline 4.7
Facility Report 4.8
Capacity By Facility (Perm/Temp) 4.9
Custodial 4.10
Print/Save Reports 4.11

Chapter 5. Tables

Facility 5.2
Space Master 5.3
Campus Code 5.4
Category Type 5.5
Condition Code Type 5.6
Construction Type 5.7
Construction Status 5.8
Department Code 5.9
Facility Status Code 5.10
Function Code 5.11
Funded By 5.12
Instructional Level 5.13
Ownership Codes 5.14
Discipline Code 5.15
Room Status 5.16
School Code 5.17
Space Type 5.18
Station Type 5.19

Appendices

Appendix A. Campus Transaction Record Layout A.1
Appendix B. Delete, Insert, Update B.1
Appendix C. Department Codes C.1
Appendix D. Discipline Codes (alpha order) D.1
Appendix E. Discipline Codes (definition) E.1
Appendix F. Discipline Codes (numeric order) F.1
Appendix G. Function Code G.1
Appendix H. School Codes H.1
Appendix I. Space Type Codes I.1
Appendix J. Station Type Codes J.1
Appendix K. Report Abbreviations K.1
Appendix L. Standard Space Reports L.1
Appendix M. Examples of Before and After Reports M.1

This manual has been prepared by the Space and Facilities Data Base (SFDB) management team of the Capital Planning Design and Construction (CPDC) department along with the assistance of the Chancellor's Office Information Technology Services (CITS) department of the California State University Chancellor's Office for the users of the SFDB management system.

Purposes of the manual

1. Describe the process and definitions by which space and facilities are inventoried on the California State University campuses.
2. Serve as a clear and concise reference document for users of space and facilities database.

Why a space and facilities inventory?

Each campus maintains its own space and facilities inventory that provides planning and management data. The data provided by each campus during an annual reporting period to the SFDB, which is maintained at CPDC of the Chancellor's Office, provides information about: (1) facilities and (2) rooms within the facilities. It also serves as the campuses' official record of existing spaces. The SFDB is used in the analysis of the capital outlay budget change proposals (COBCP), space needs, space utilization, and other space and facility related issues and reports.

Background information about the system

An earlier version of this system was originally developed at San Diego State University (SDSU) for use by the Facilities Planning department. The SDSU system was programmed initially by Angela J. Stoltz. They are responsible for keeping records of all the existing and planned facilities at SDSU. Historically, these records were maintained on a batch oriented mainframe computer system at the Office of the Chancellor. The information for SDSU was stored on a CYBER computer along with the space inventory of the other nineteen California State University (CSU) campuses. Because this system had certain limitations, the employees of the Facilities Planning department, using personal computers and spreadsheet software, developed a small database of their own during 1988/89.

In September of 1989, the Facilities Planning department asked Business Information Systems of SDSU to provide some assistance in automating their system. Their objectives were:

a) Develop a database that will combine information from multiple buildings into a single report.
b) Provide for capability to add additional data elements in the future, as needs change.
c) Allow the departmental users to write their own SQL language reports with little or no support from computer professionals.

Business Information Systems designed and programmed a system using a powerful database system — ORACLE.

In 1991, this system was further modified by Chancellor's Office personnel to replace the CYBER system and help support the systemwide needs. At that time, the system was implemented on an IBM RISC-6000 computer. The system consisted of multiple menus, update screens (called "forms"), inquiry screens (similar to forms, but with no fields which may be altered), pre-defined reports, and a SQL-based report writer tool providing the users with the ability to generate their own reports.

To keep pace with the ever-changing world of technology, the CPDC Space Management team and CITS continue to enhance the SFDB. The most recent enhancements were to make the SFDB accessible via the Internet, including standardized reports that are laser printable.

Classes of data

There are two basic types of data: (1) facilities and (2) space.

The facilities file includes the following information: campus code, center code, facility number, facility suffix, facility name, structure number, number of floors, gross square feet, custodial square footage, farm square feet, gross acreage, year/cost renovation, category, condition, construction type, master plan status, budgeted cost, capitalized cost, funding source, multiple funding source, reportable, ownership code, completion date.

The space file describes the current use of the space and includes the following information: campus code, center code, facility number, facility suffix, space number, space suffix, assignable square feet, function code, space type, discipline, instructional level, station type, station count, school code, department code, room status.

Schedule

The SFDB is updated annually, though campuses may update their local systems more frequently. The "reporting window" is announced in an annual call letter.

Reporting Methods

There are two methods of reporting space updates: **Option 1) Select and upload a submission file** and **Option 2) Data Entry Screen** (see Chapter 3 for details). Both options are available through online access.

Space Master File Update

After the completion of the Chancellor's Office approval process, the files are merged into the SFDB space master file that is used to produce certain standard reports (see Chapter 4 for list of standard reports), as well as ad hoc reports using BrioQuery.

Concepts

Forms (or screens) are highly flexible programs that allow a user to easily update or view data in the database. There are three concepts of which the user must be aware.

The first concept involves understanding when the user is able to update a record in the database. Before a record can be viewed, modified or deleted, the record must first be brought into the working area of the form. This is done by "Query"ing the database. (see page 3.12 for detailed instructions on how to "Query")

The second has to do with which fields of a record the user can update. The user may not update the primary key of a record. The primary key of a record is a unique identifier, which is a combination of campus code, center code, facility number, facility suffix, space number, and space suffix. If, for some reason, the primary key of a record had changed, the user would be required to delete the old record and insert a new record with a new primary key. For example, if a space number changed from '1001' to '2001', the record in the database for space number '1001' should be deleted, and a new record for space number '2001' created. The user may not simply change the space number field in the record to be '2001' instead of '1001'. If the facility number changes and the room numbers and the space data remain the same, the Developer designed a special mini-program to change a facility number (and update the space records that are linked to that facility number), which is for use by the CPDC Space Management team only. Campuses should contact the CPDC Space Management team concerning use of this batch update.

The third concept relates to locating where to update data. The user may not change a **display only** field on screen. A display only field is one that has been derived by looking up a value in another table. The user must find the table from which the value was obtained and update that table. For example, to update the description of the space code, the user must use the form that allows updating of the space code table. The user may not move to the space code description field and change the value in the screen that allows updating of room data. The description is only displayed on the screen for the ease in verifying that the correct space code was entered. (See Chapter 5 to see how to viewed, modified, and/or delete records.)

System Interfaces

The SFDB interfaces with other systems, among them:

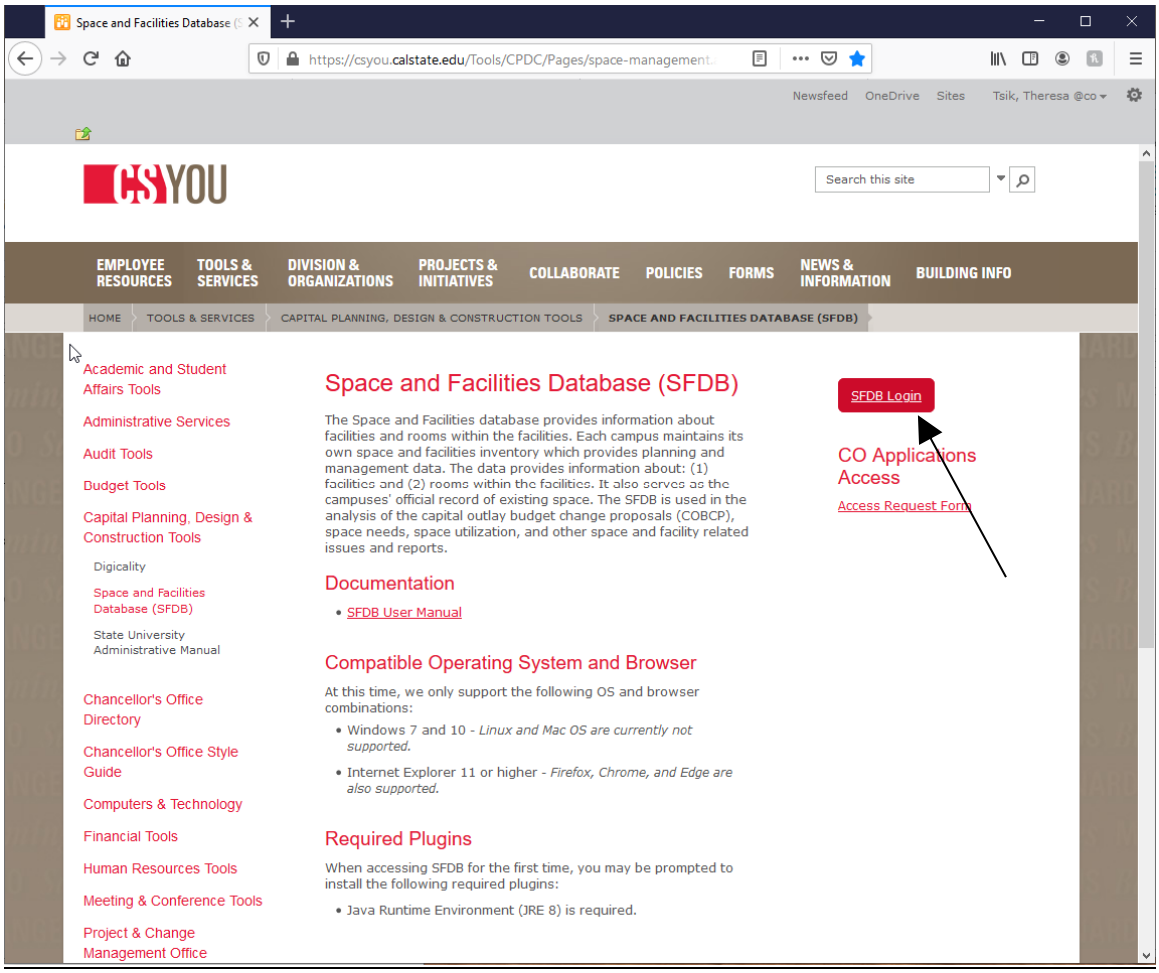
- Academic Program Data Base (APDB)
- Custodial Reporting
- Facility Utilization Reports

Intended Users of the System and Their Responsibilities

The primary users of the system are the employees of the California State University system. It is designed so that anyone in the system may be given access with each user provided with an operator identification and password. Users' access can be tailored to their needs for control of updates and data security.

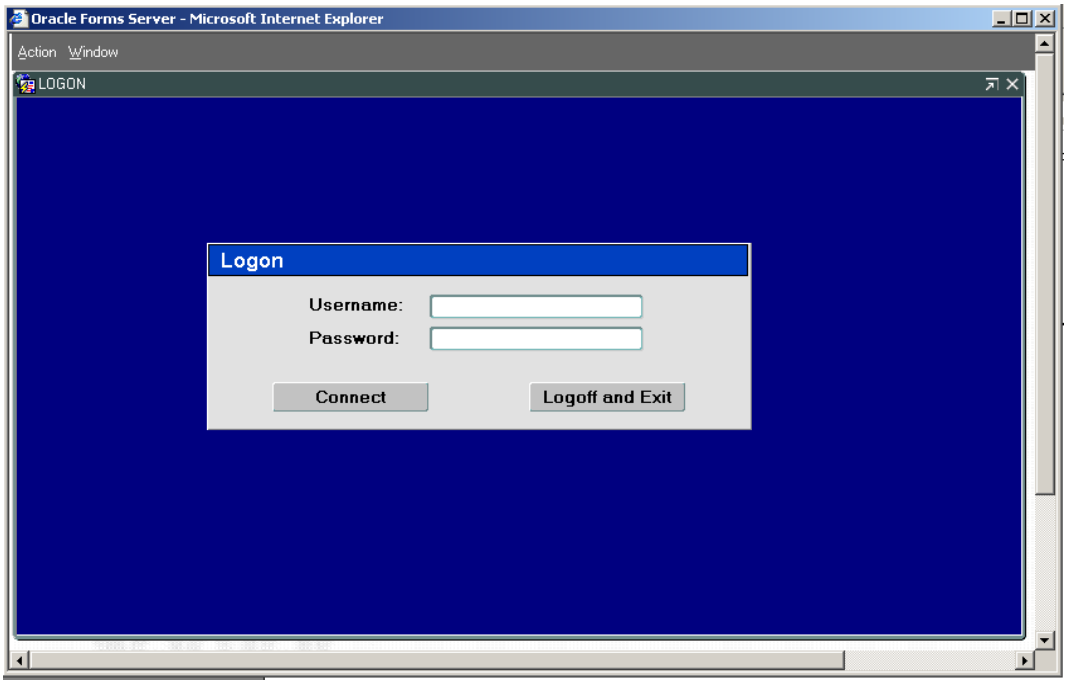
The previous chapter provided basic and general information about the SFDB. This chapter gives a brief overview of all the operating procedures for the SFDB management system and how to use this unique application.

SFDB can be accessed through the Space Management webpage
https://csyou.calstate.edu/Tools/CPDC/Pages/space-management.aspx



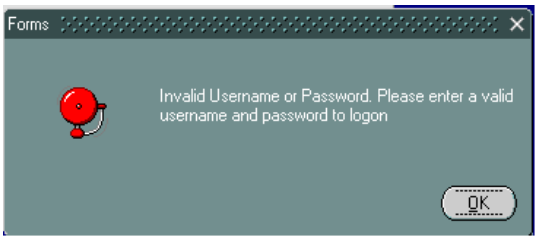
Logging In

An individual window will open and the following logon screen will appear. Enter username and password to get started:



Username: sfdbxxxx
Password: xxxxxx
*Password length varies

If user enters the wrong username or password they will get the following error message



Click “OK” and re-enter the username and password.

After a successful login, the SFDB main screen will appear:

The main window has seven menu options: **Reports**, **Tables**, **SFDB Update Process**, **Facility/Custodial Process, Action**, **Help**, and **Window**.

Note: There are two additional menu options that are displayed in certain screen: **Query** and **Record**.

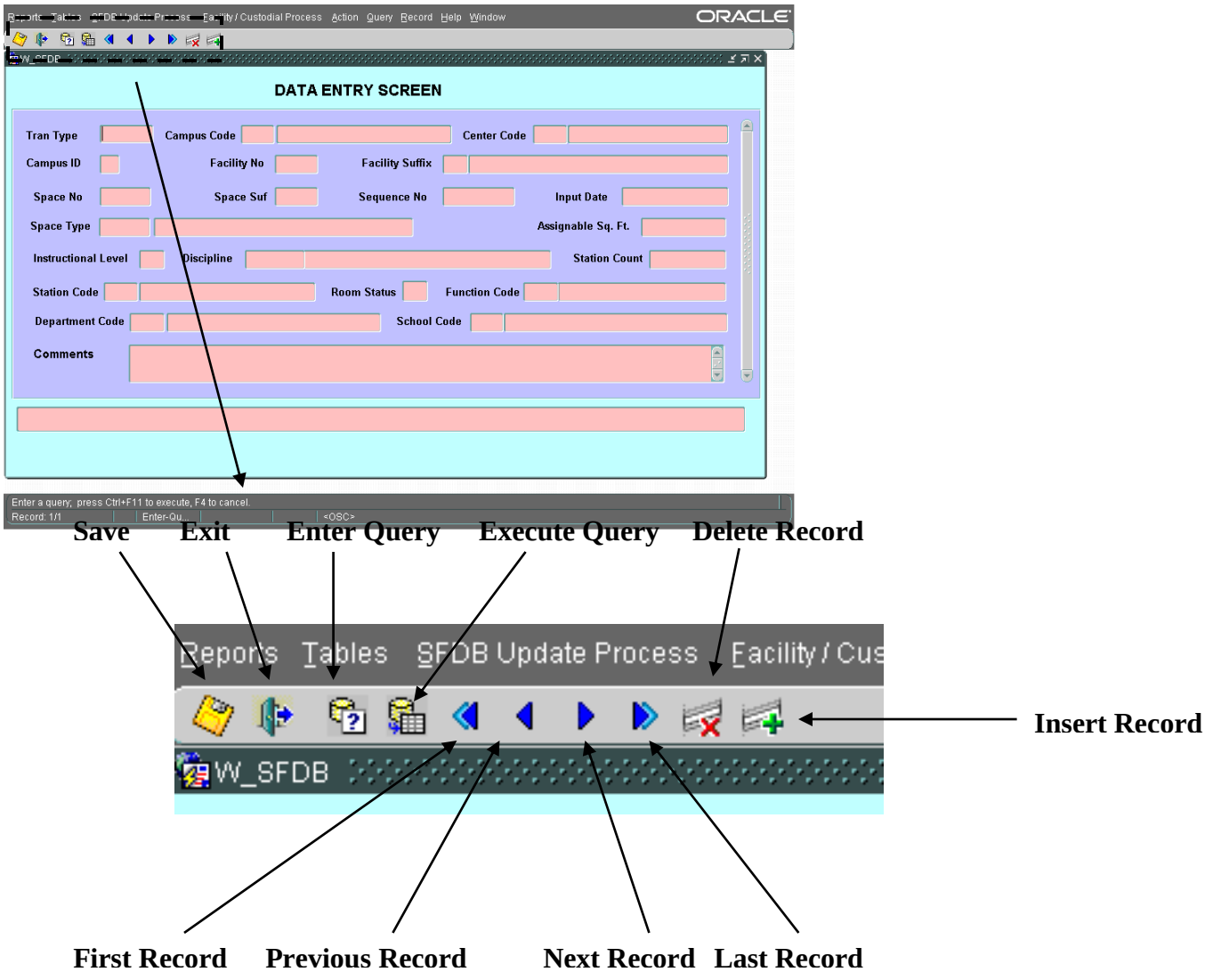
You can navigate through the menu by using the keyboard or the mouse. Users can press the[Alt] key to access the menu and then [Enter] to access sub-menus.

When instructions refer to function keys and other keys, they are enclosed by square brackets [ ]. For example, [Insert] implies that the user will depress the key designated as the insert key. For functions that are shown in **“ ”** means it can be accessed with a mouse cursor.

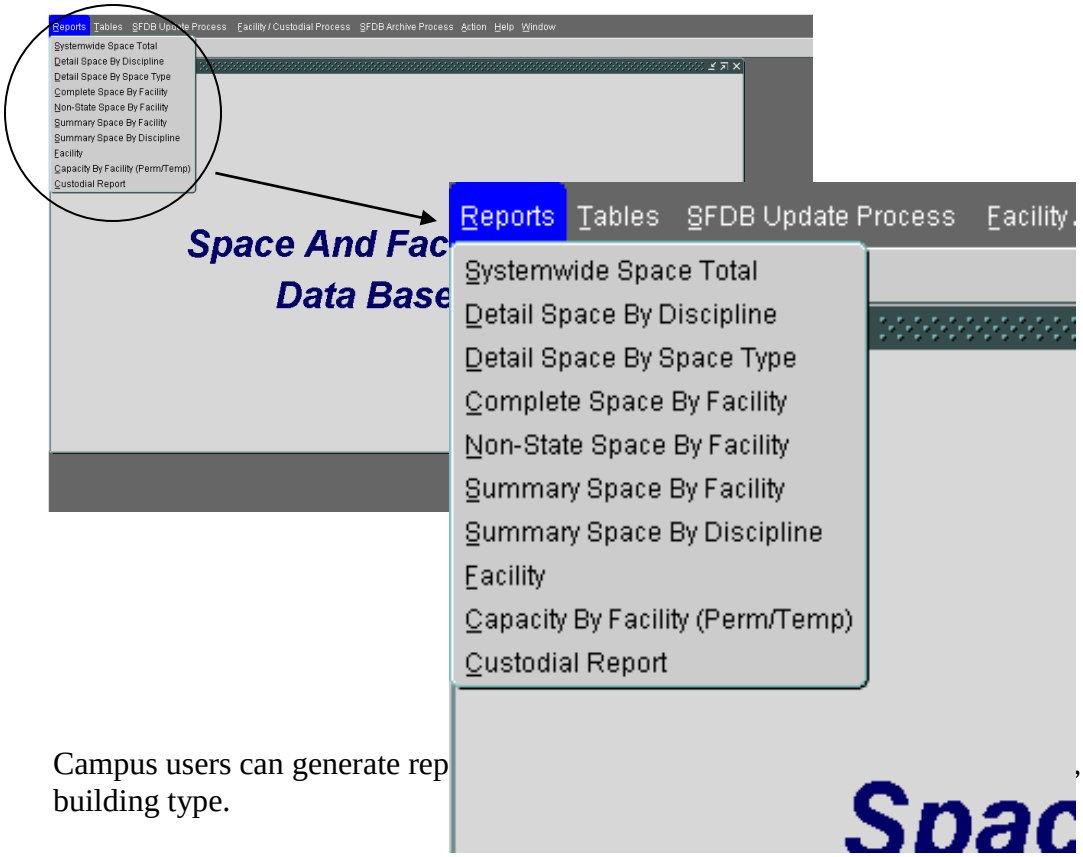
Functions keys can be found on page 2.13

Icon Menu

When user is in a screen mode, there is a row of menu icons that pop up right below the menu. All menu icons are also accessible in one of the following three menus: **"Query", "Record"**, and **"Action"** menu.



When you select menu 1. **"Reports"** from the main menu, the following screen will appear:

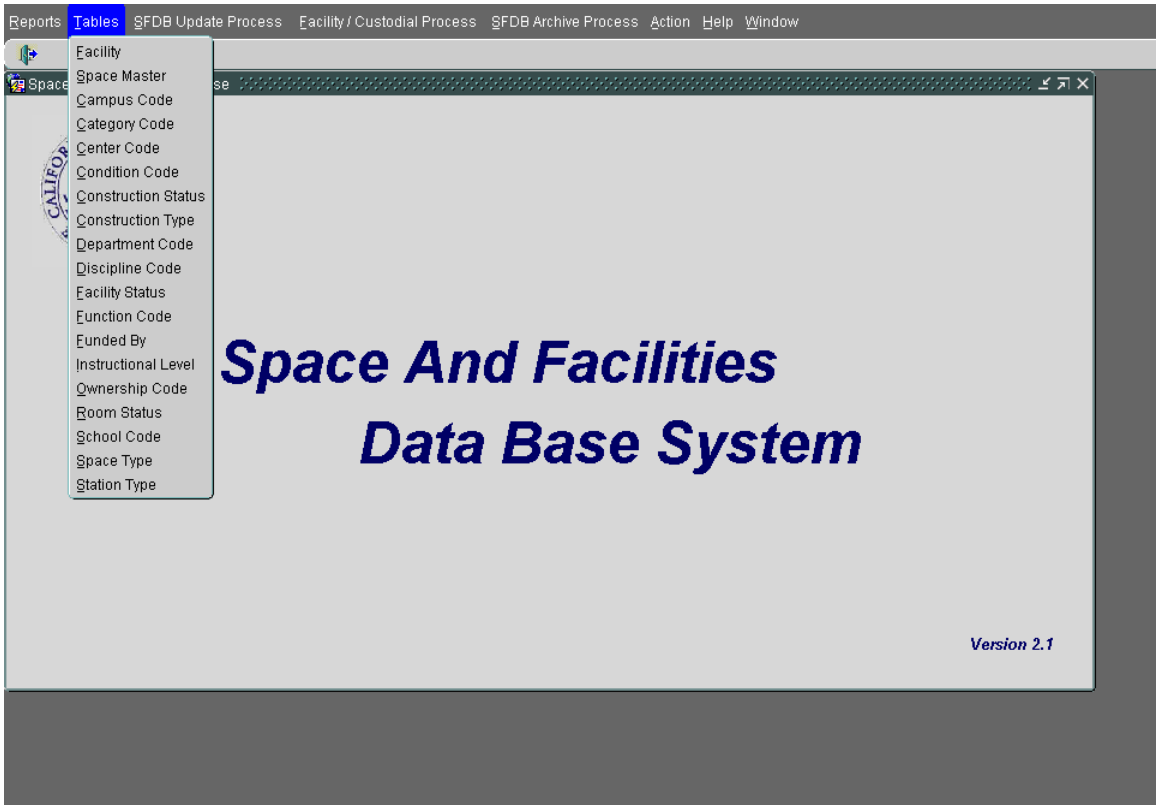


Campus users can generate rep , or building type.

See Chapter 5 for additional details on how to run reports from the **"Report"** sub-menu.

To select a sub-menu option use the **[UP/DOWN ARROW]** keys to highlight the menu name. When you have made a selection, press **[ENTER]** and the system will display sub-menu chosen.

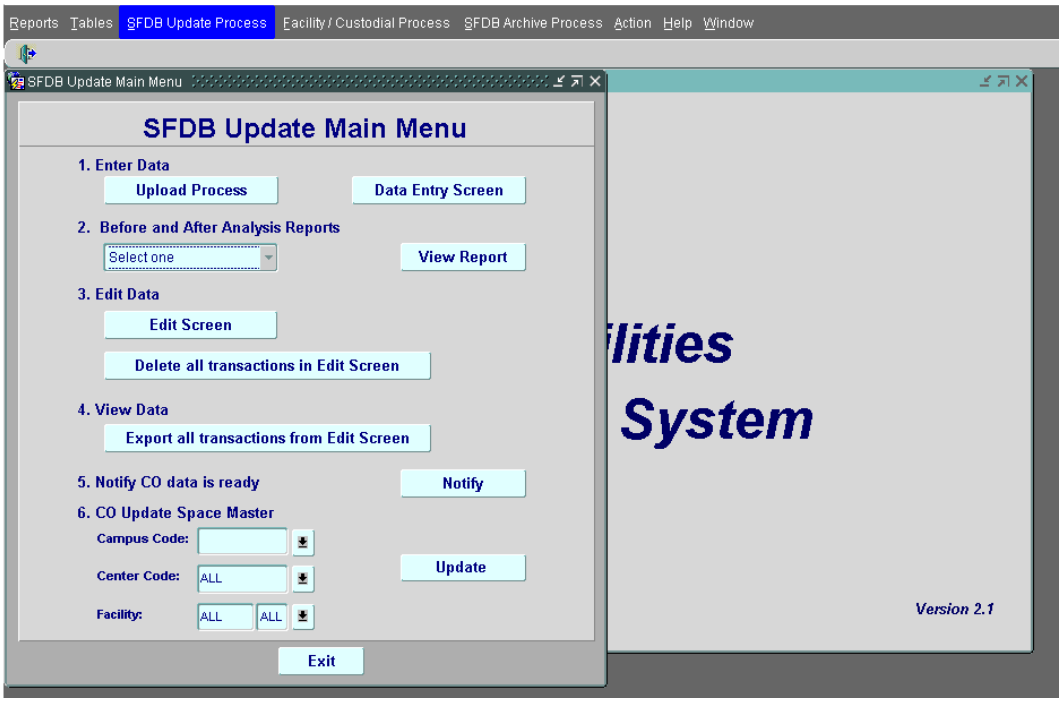
2. **"Tables" Access**



There are 19 different tables, which are read only for campus users. See Chapter 3 for additional details of the tables.

To select a sub-menu option use the **[UP/DOWN ARROW]** keys to highlight the menu name. When you have made a selection, press **[ENTER]** and the system will display the sub-menu chosen.

3. **"SFDB Update Process"**

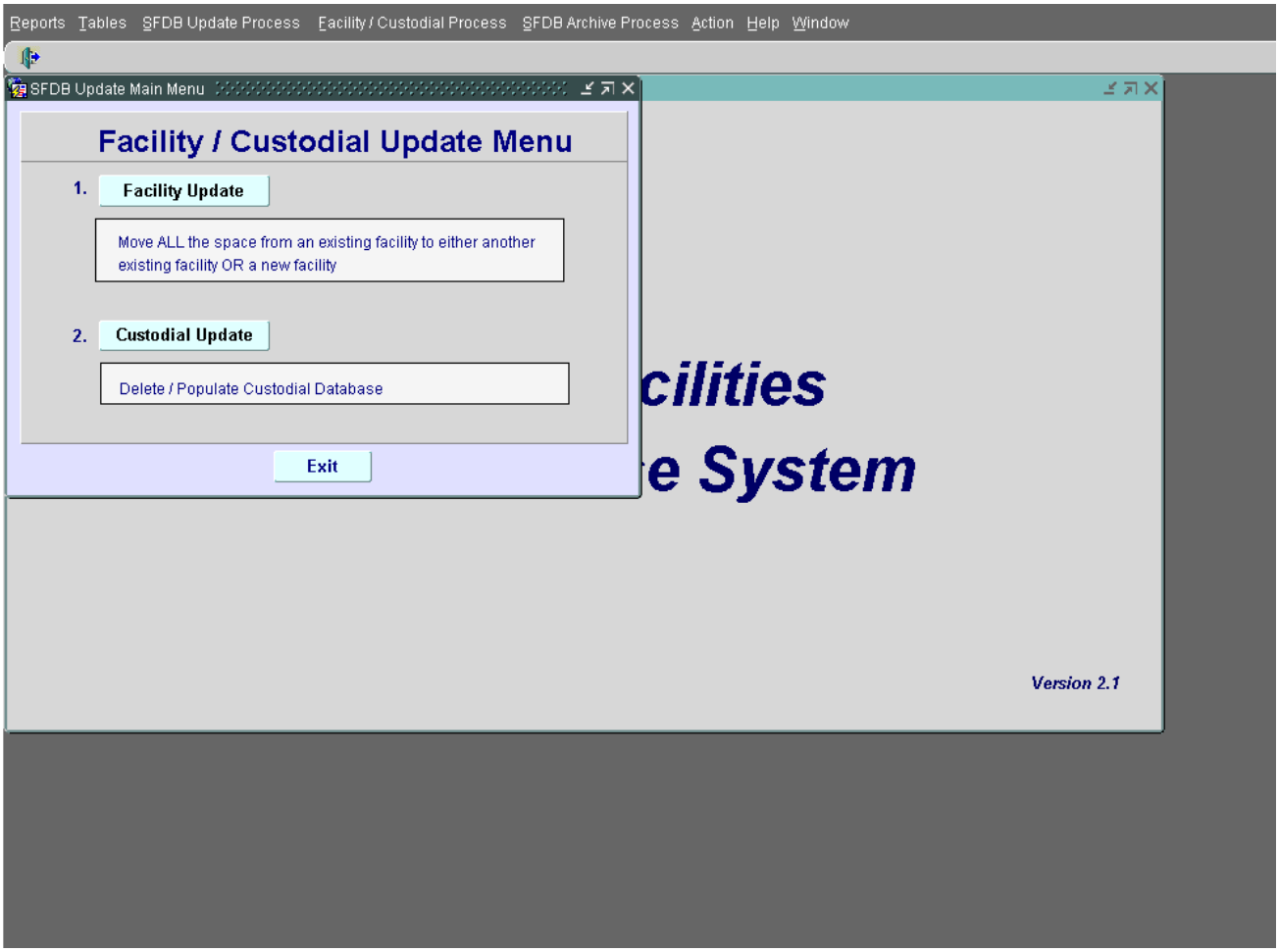


SFDB Update Process allows campus to submit yearly updates when the update window is open. The update process can also be used as a tool throughout the year. Campus can upload their project information and run before and after reports to see the effects of a certain project. The process will allow campus with direct data entry, auto data validation, and space update analysis, and reporting tools.

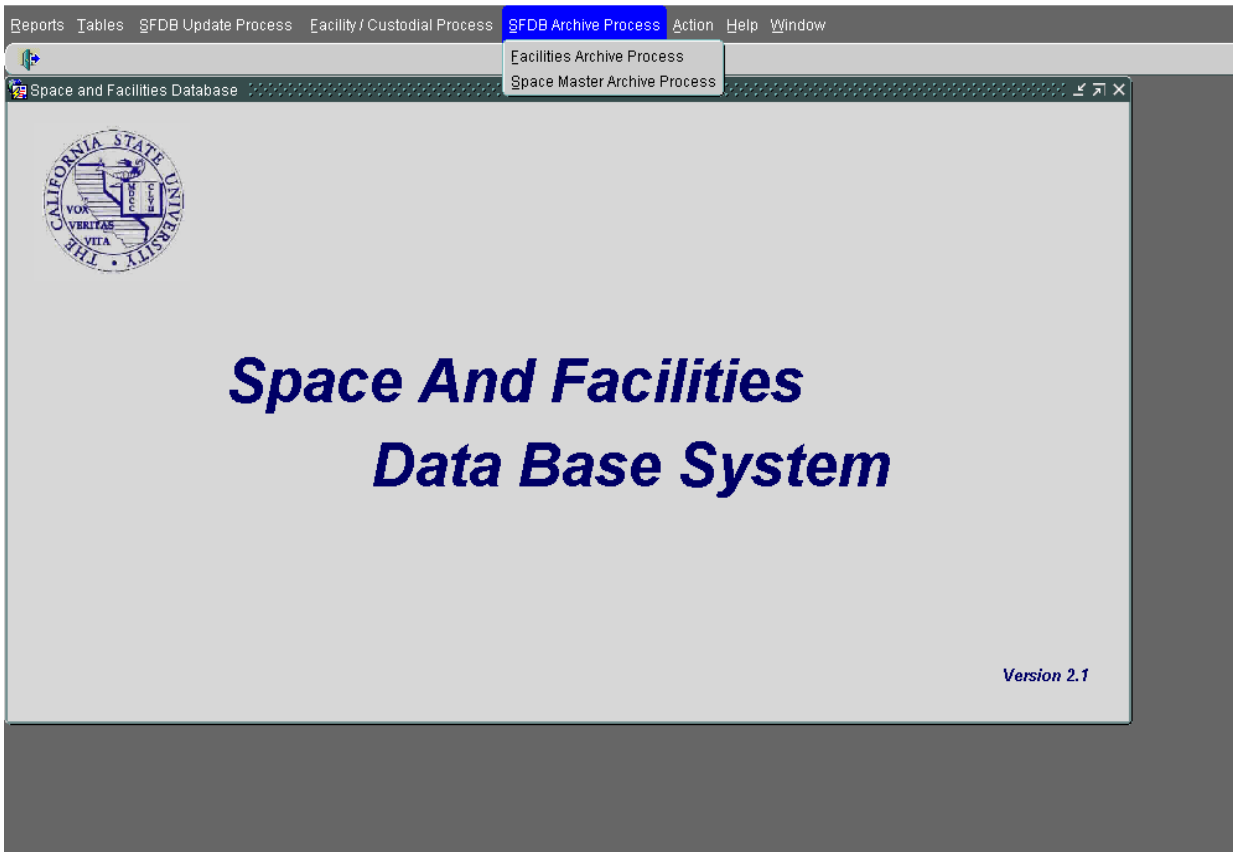
In July 2004, two types of reports have been added to SFDB: Room by Room Detail Report or Summary Report. These reports will compare current SFDB data and the proposed SFDB data and show the difference.

Please see Chapter 3 for detailed instructions on updating data and viewing reports.

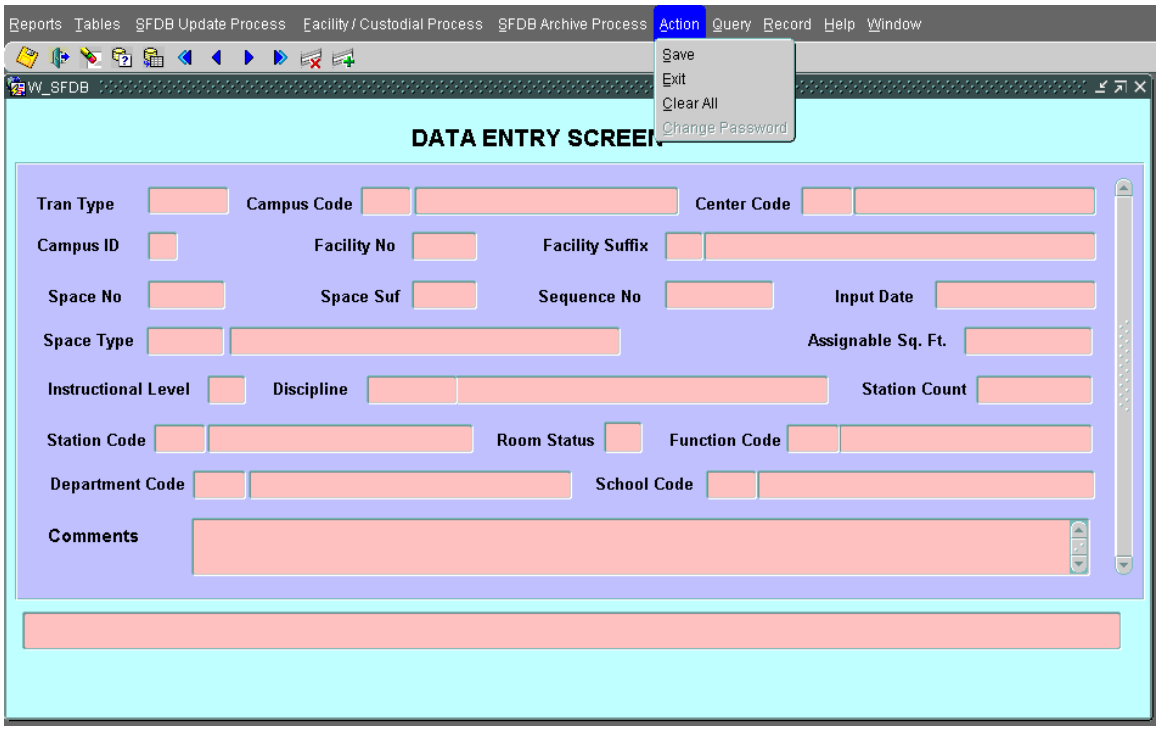
4. **"Facility/Custodial Process"** is for CPDC, Space Management use only. Campus <u>will not</u> have access to these two options.



5. **"Archive Process"** is for CPDC, Space Management use only. Campus <u>will not</u> have access to these two options.



6. **"Action"** from the main menu, the following screen will appear:

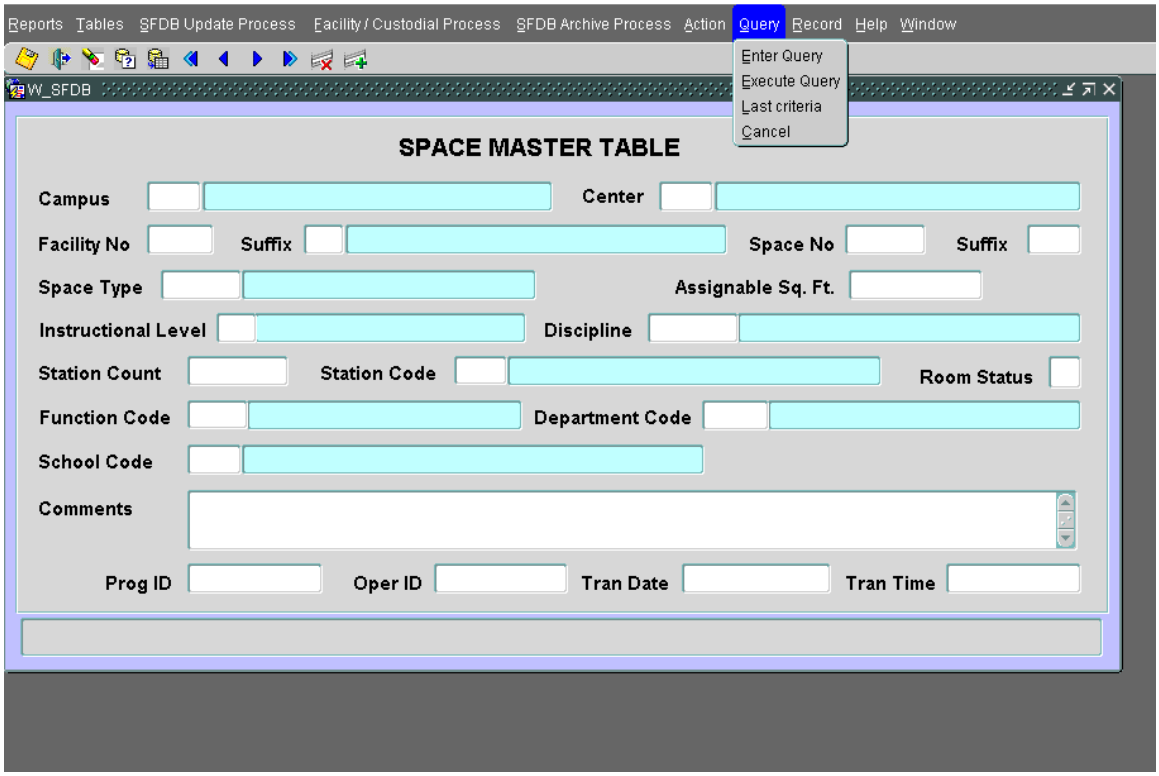


Once data has been entered in the "Data Entry" screen or "Edit" screen, users can "Clear All" or can "Save" the record.

ALWAYS use the "Exit" command to log out of ORACLE. This will ensure all changes made to record(s) are saved correctly.

See Chapter 3 for instructions on how to add new space and/or how to modify existing space.

When you select menu in 7. **"Query"** from a screen:



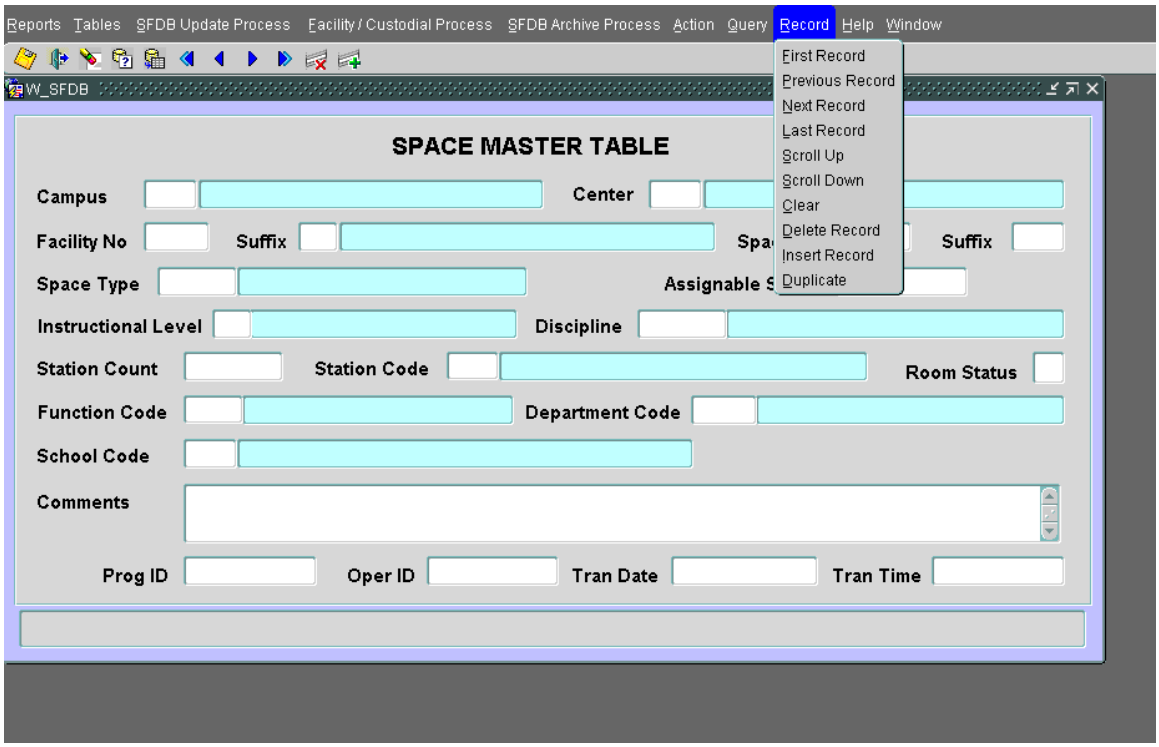
Note: "Query" menu option is only available when a menu item is selected.

The sub menus in "Query" allow user to query and view space data that has been previously entered.

Refer back to page 4 for the use of the menu icons.

See page 3.12 for instructions on how to query.

When you select menu 8. **"Record"** from a screen:



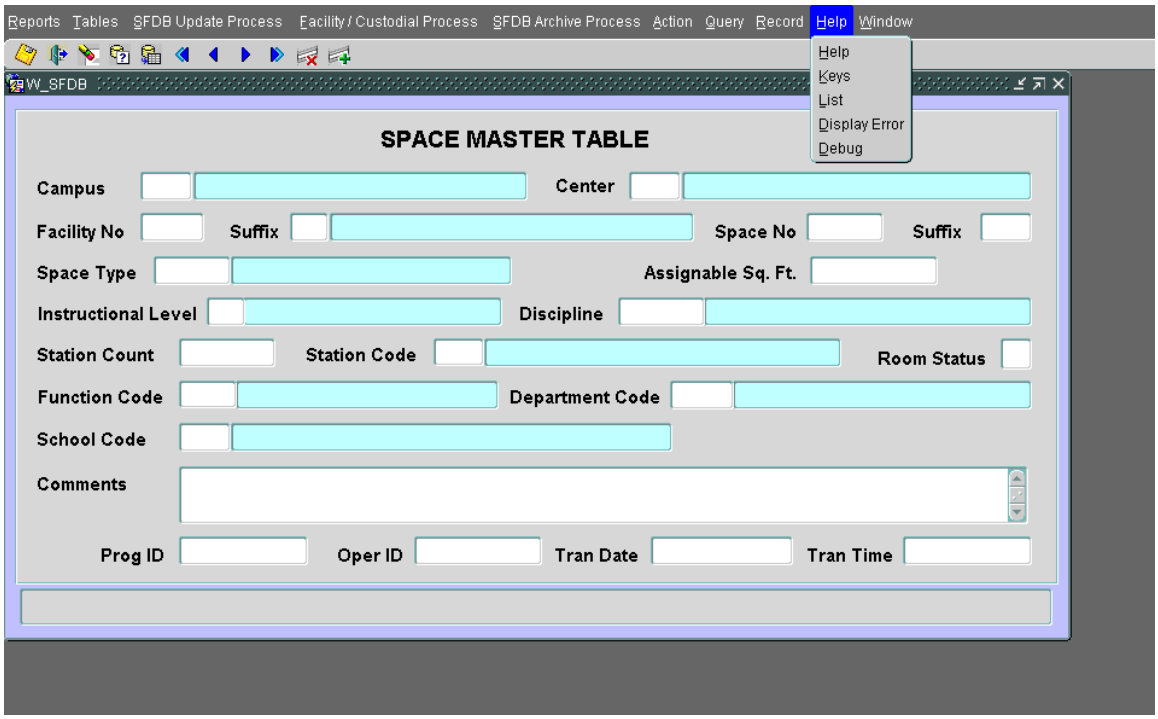
Note: "Record" menu option is only available when a screen is viewed.

Once a user "Query" records from the specific screen, use options from the "Record" menu to navigate through the records. User has the option to "Scroll Up" or "Scroll Down" and the option to view records forwards or backwards. Under "Query" menu, user may "Clear" all the views in order to process another query. If a campus user has editing rights then they can "Delete Record" and/or "Insert Record" from the screens.

Refer back to page 4 for the use of the menu icons.

See Chapter 3, for instructions on how to modify a record.

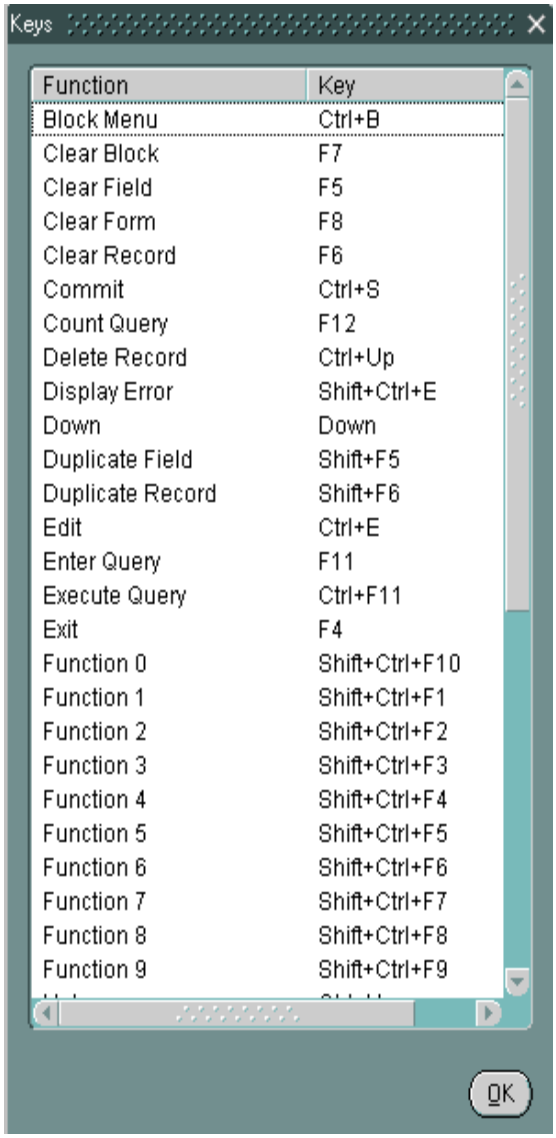
9a. **"Help"**

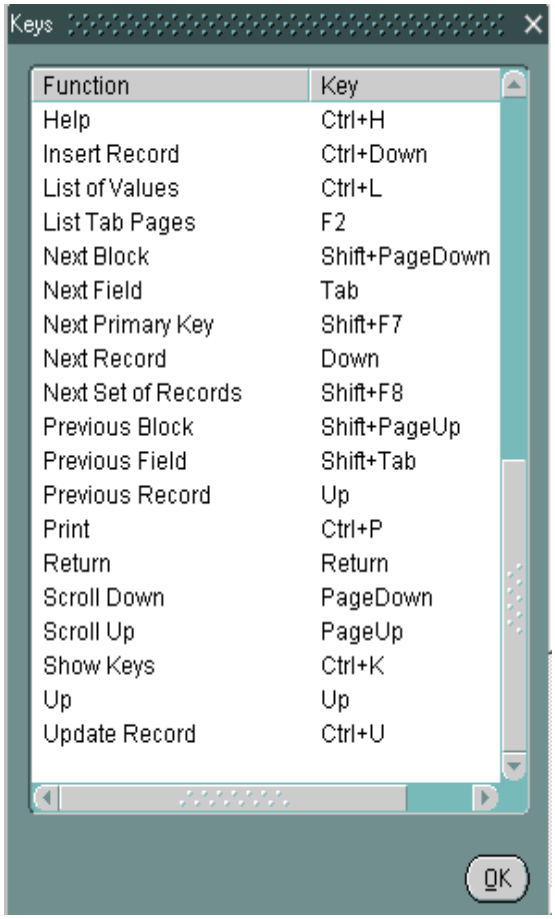


When the cursor is in a particular field, "Help" is available to see the properties of that field. For example, if the cursor was in the 'Trans Type' and you select "Help", a dialog box will pop up with attributes and values of this field.

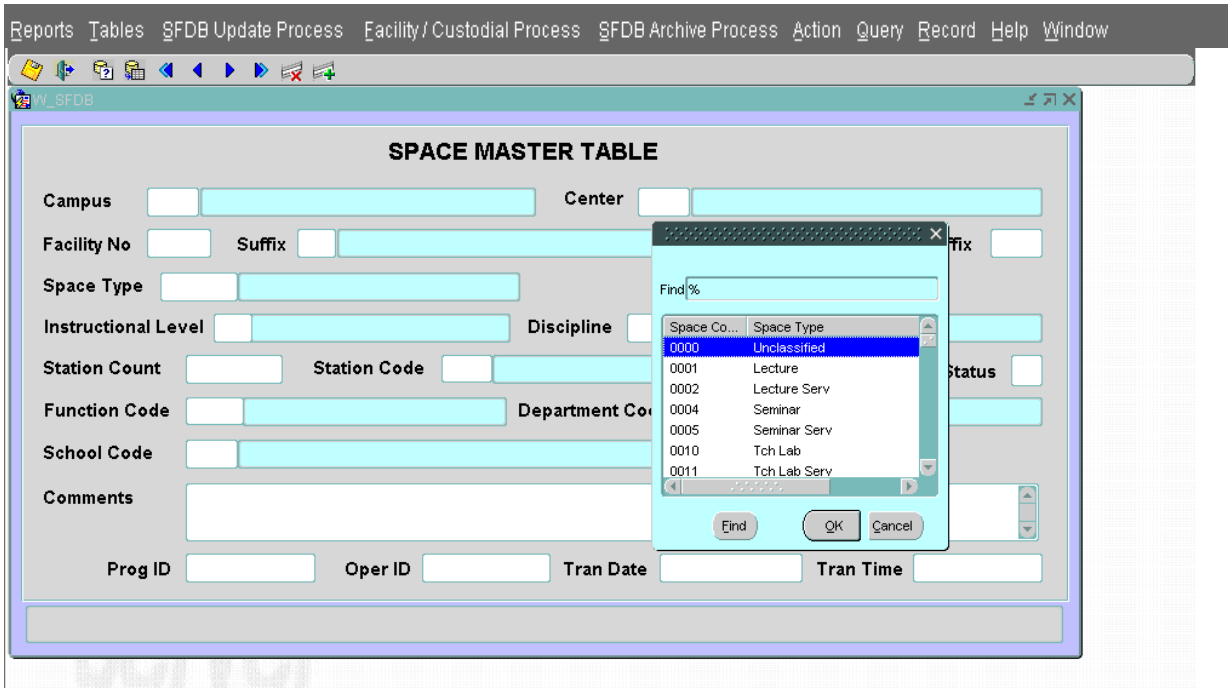
9b. Use of **"Keys"**

In this section the user will find a guide to function keys. The guide shows all the keys arranged alphabetically by the name of the function.





9c. If applicable, a field can be given a list of choices from the **"List"** function.

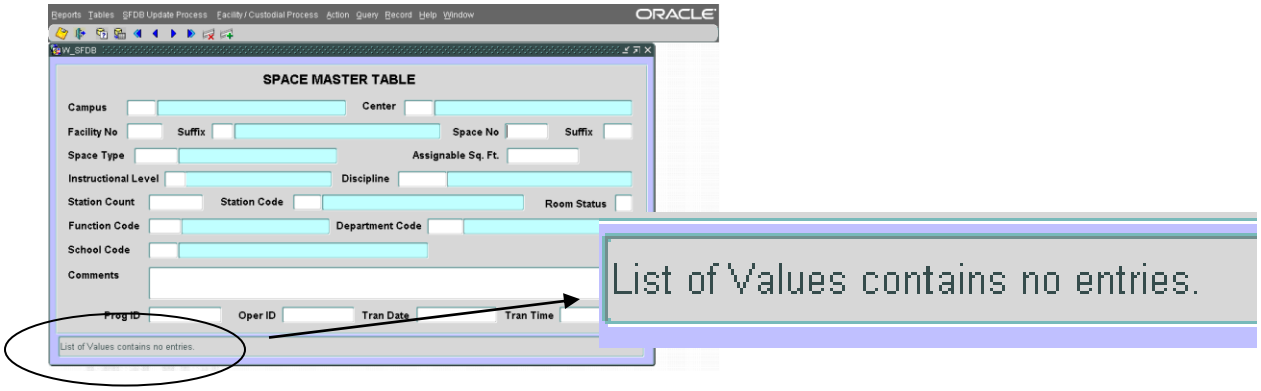


The valid values for some fields are contained in a table. Users can access these values from a table by choosing "List" or double clicking on the field.

For example, the above shows a list of Space Codes and Space Types.

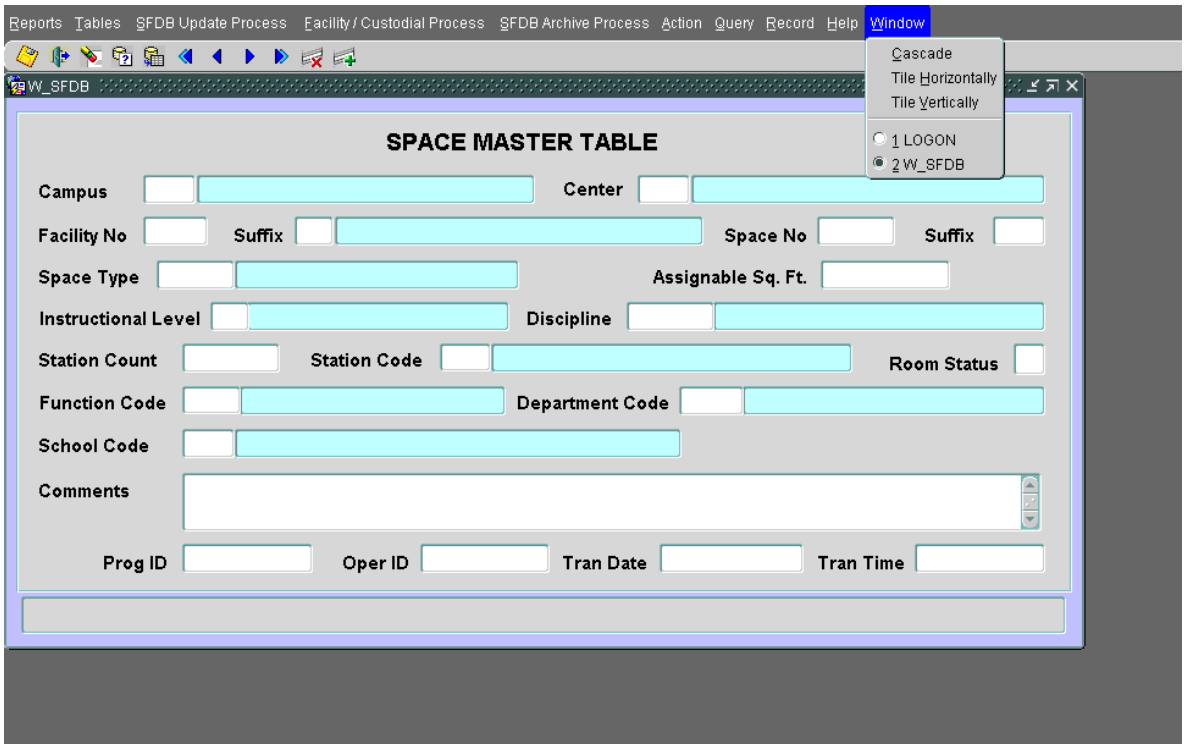
All available tables can be found in the Appendix.

Note: ORACLE will display an error at the bottom of the screen if the field has no list choice.



9d and 9e **"Display Error"** and **"Debug"** allow the user to see errors that were made during the editing screens. And helps you to debug all errors.

10. **"Window"** menu allow the user to track open screens and customize the way in which multiple screens appear in the window.



stacked so that only their title bars are visible.

- "Tile Horizontally" view allows all screens to appear in horizontal rows.
- "Tile Vertically" view allows all screens to appear side by side.
- You may also switch between the different screens that are listed.

When user is finished, remember to "Exit" the screen and the window in order to save all changes that were made.

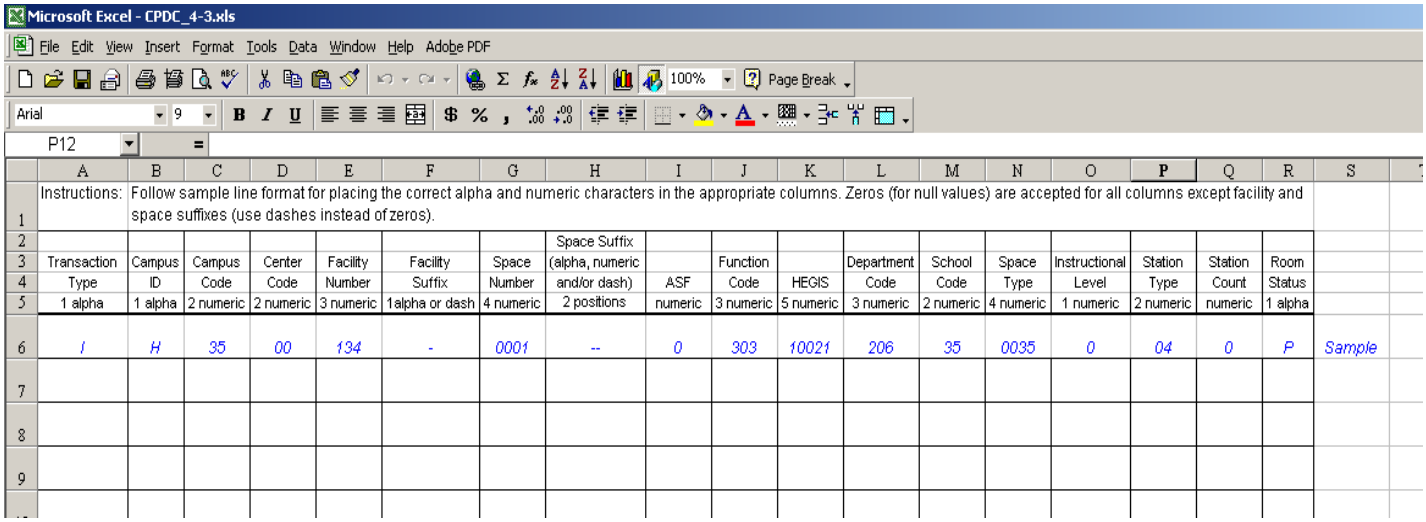
There are two basic methods of reporting space updates: (1) upload a submission file, in CDPC 4-3 format, through the SFDB Upload Process screen and/or (2) entering through the Data Entry screen.

This chapter will focus on updating SFDB by uploading a text file from your desktop. Also covered is: how to modify, add, and delete records from the database; special skills required for efficiently using "forms" (a form is a screen); and, helpful hints to speed access to and updating the data.

As of October 2003, SFDB can be accessed through the web with new and easy to navigate screens.

Submission File Format

1. Before actual submission, users need to prepare SFDB updates and follow the Space Facility Database Worksheet (CPDC 4-3) format in Excel, which is available on the website http://www.calstate.edu/CPDC/Facilities_Planning/Space_Mgmt/Forms/.



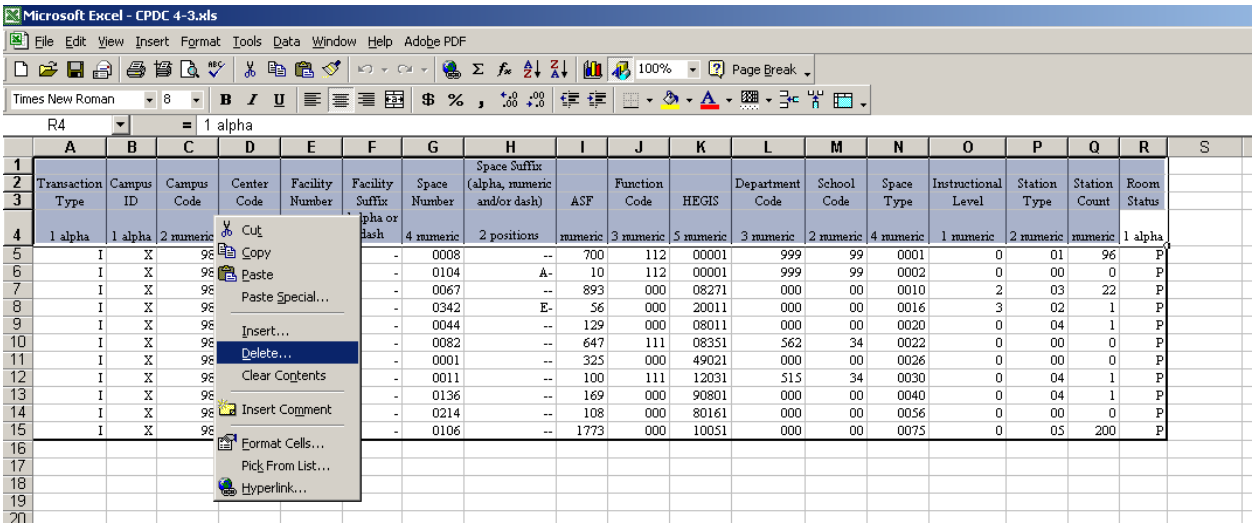
Microsoft Excel - CPDC_4-3.xls

File Edit View Insert Format Tools Data Window Help Adobe PDF

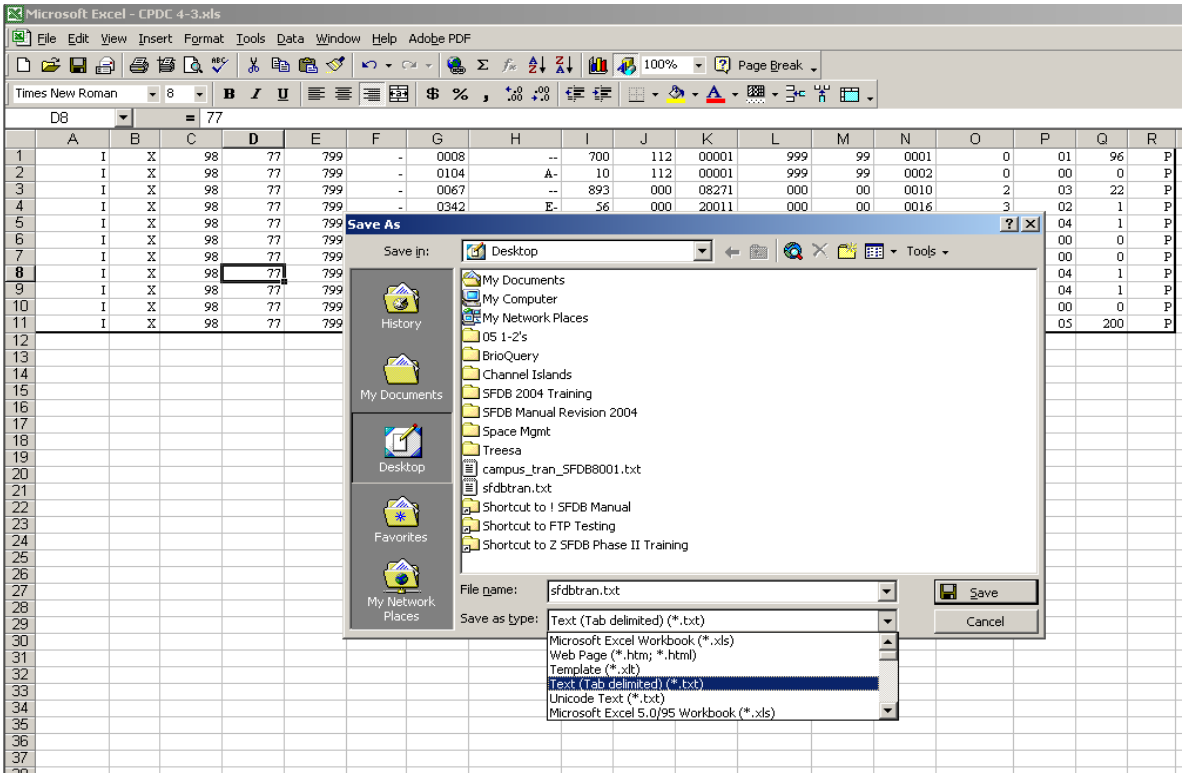
P12

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Instructions:	Follow sample line format for placing the correct alpha and numeric characters in the appropriate columns. Zeros (for null values) are accepted for all columns except facility and space suffixes (use dashes instead of zeros).																	
2								Space Suffix											
3	Transaction	Campus	Campus	Center	Facility	Facility	Space	(alpha, numeric		Function		Department	School	Space	Instructional	Station	Station	Room	
4	Type	ID	Code	Code	Number	Suffix	Number	and/or dash)	ASF	Code	HEGIS	Code	Code	Type	Level	Type	Count	Status	
5	1 alpha	1 alpha	2 numeric	2 numeric	3 numeric	1 alpha or dash	4 numeric	2 positions	numeric	3 numeric	5 numeric	3 numeric	2 numeric	4 numeric	1 numeric	2 numeric	numeric	1 alpha	
6	*I*	*H*	*35*	*00*	*134*	*-*	*0001*	*--*	*0*	*303*	*10021*	*206*	*35*	*0035*	*0*	*04*	*0*	*P*	*Sample*
7																			
8																			
9																			

2. Once you have input all space update data, users should delete all headings. This will simplify the process as we proceed to the next step.



3. Saving this document: (1) each FTP transaction transfer file must be named as "sfdbtranXX" (XX is your campus code) and (2) from the "Save as type" menu choose the "Text (Tab-delimited) (*.txt)".



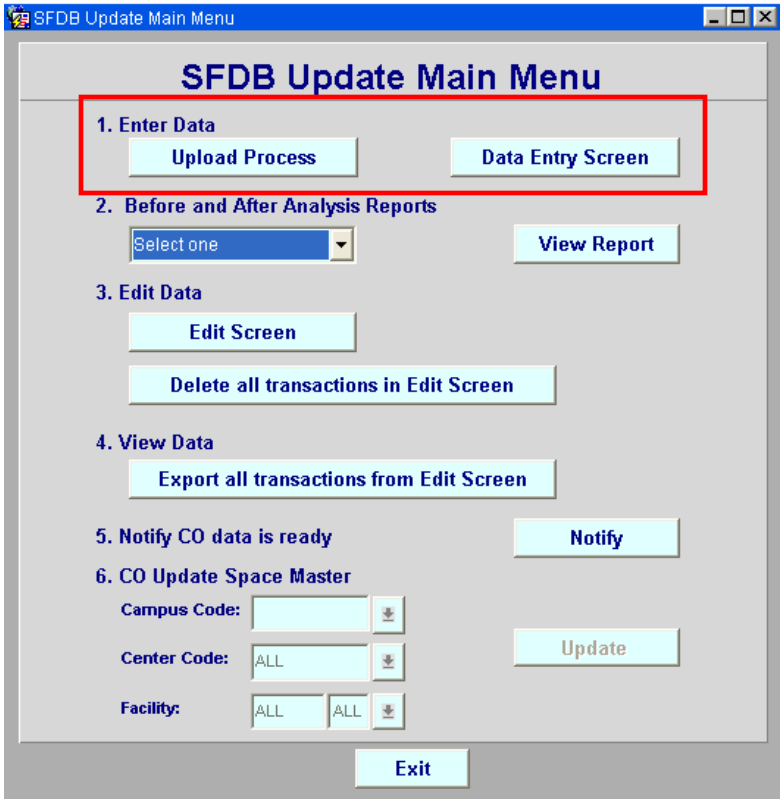
SFDB Update Process Overview – Step by Step

Step One: Enter Data
Step Two: Before and After Analysis Reports
Step Three: Edit Data
Step Four: View Data
Step Five: Notify Chancellor's Office

Step One: Enter Data

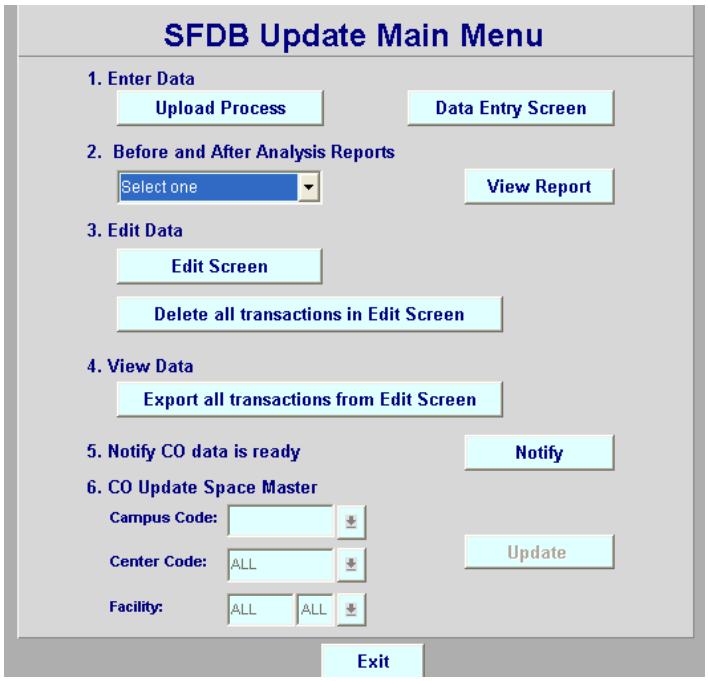
Please refer to Chapter 2 on how to log into SFDB. Once logged into SFDB, select "SFDB Update Process" to get to the SFDB Update Main Menu.

- There are two ways campus can submit data: through (Option 1) Select and Upload Submission file or (Option 2) Data Entry Screen. Campus can always use both if needed.

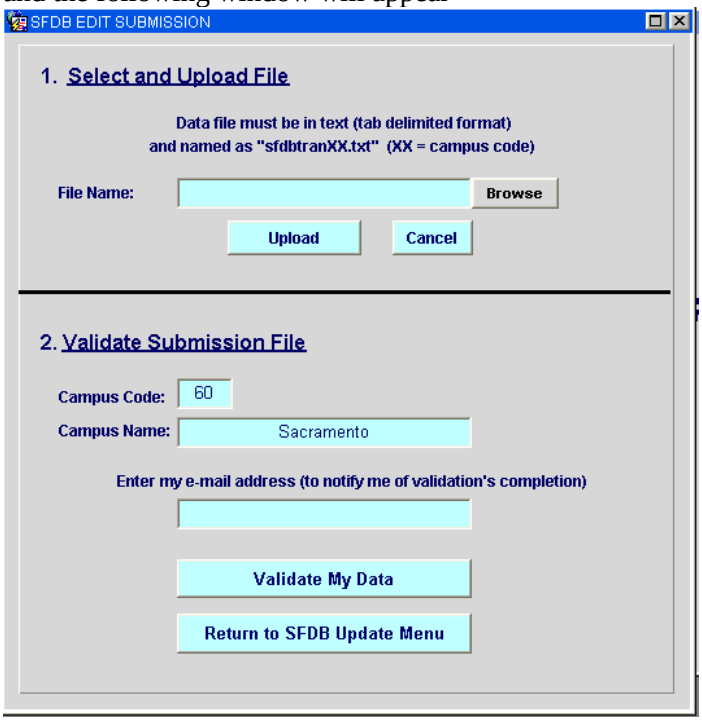


(Option 1) Select and Upload Submission file

Click on the "Upload Process" button



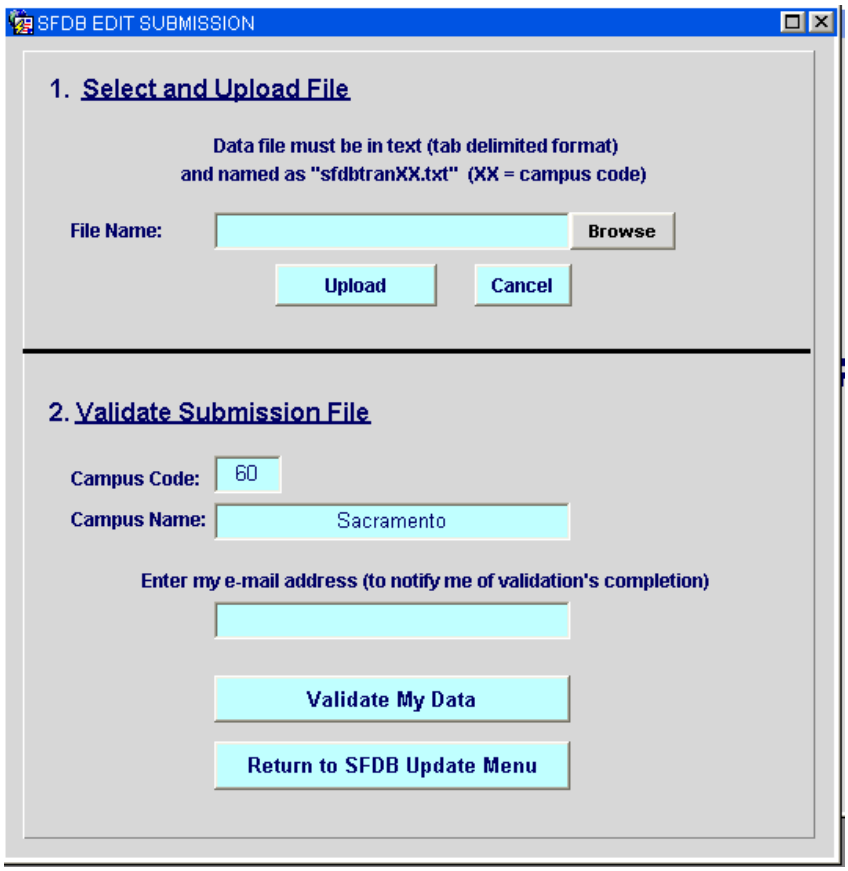
and the following window will appear



The Upload Process is a two step process:

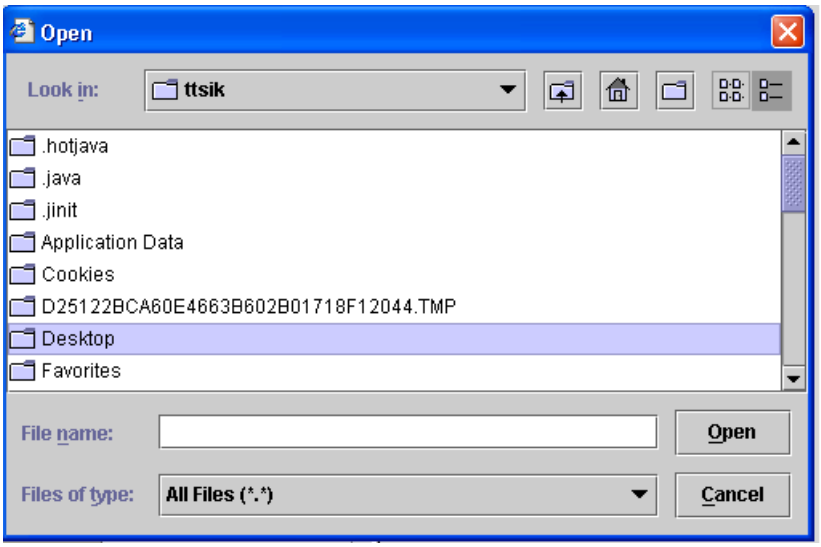
1) Select and Upload File

Click “Browse” button to display the directories on your computer.



a. Select “Home” icon to display directories

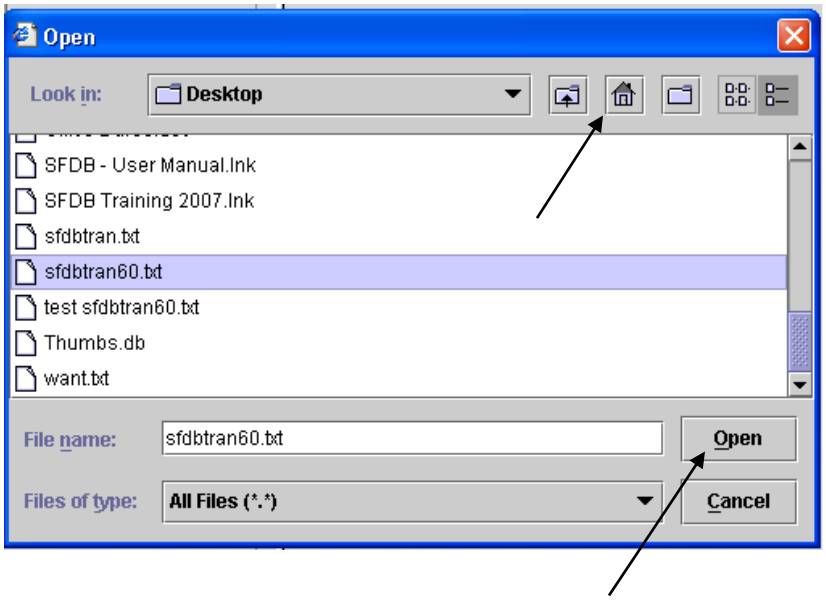
b. Select the Desktop folder



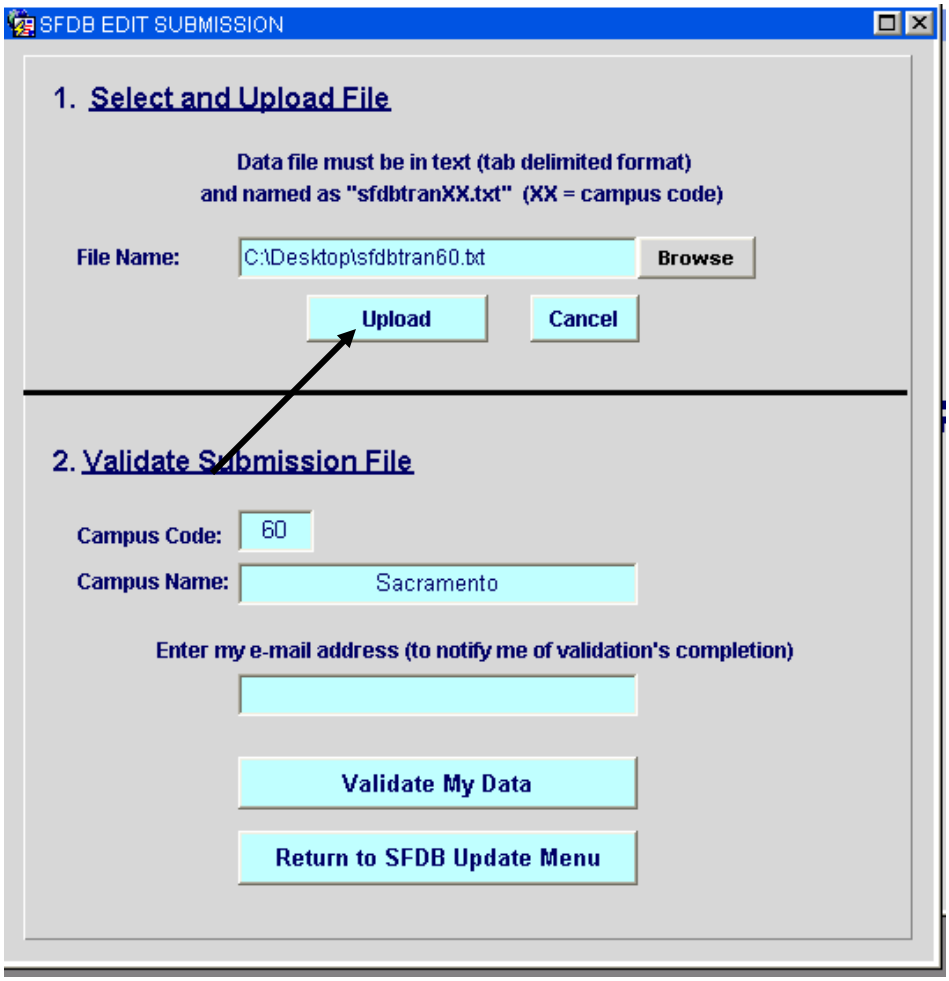
d. Select submission file to be uploaded

Remember to use the file named: “sfdbtranXX.txt” (XX = campus code), and data must be in text (tab delimited format)

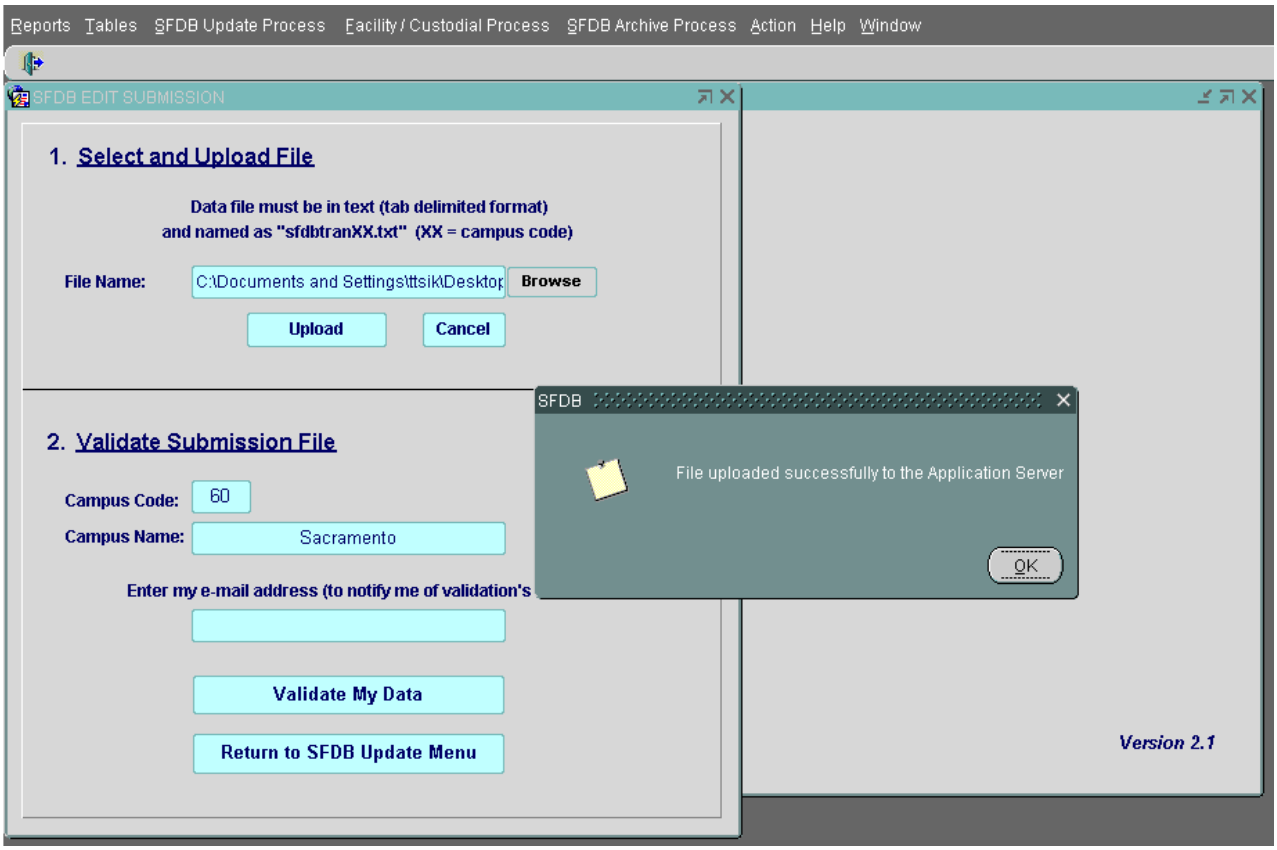
e. Select “Open”



f. Click “Upload” to move the submission file to the CO server.



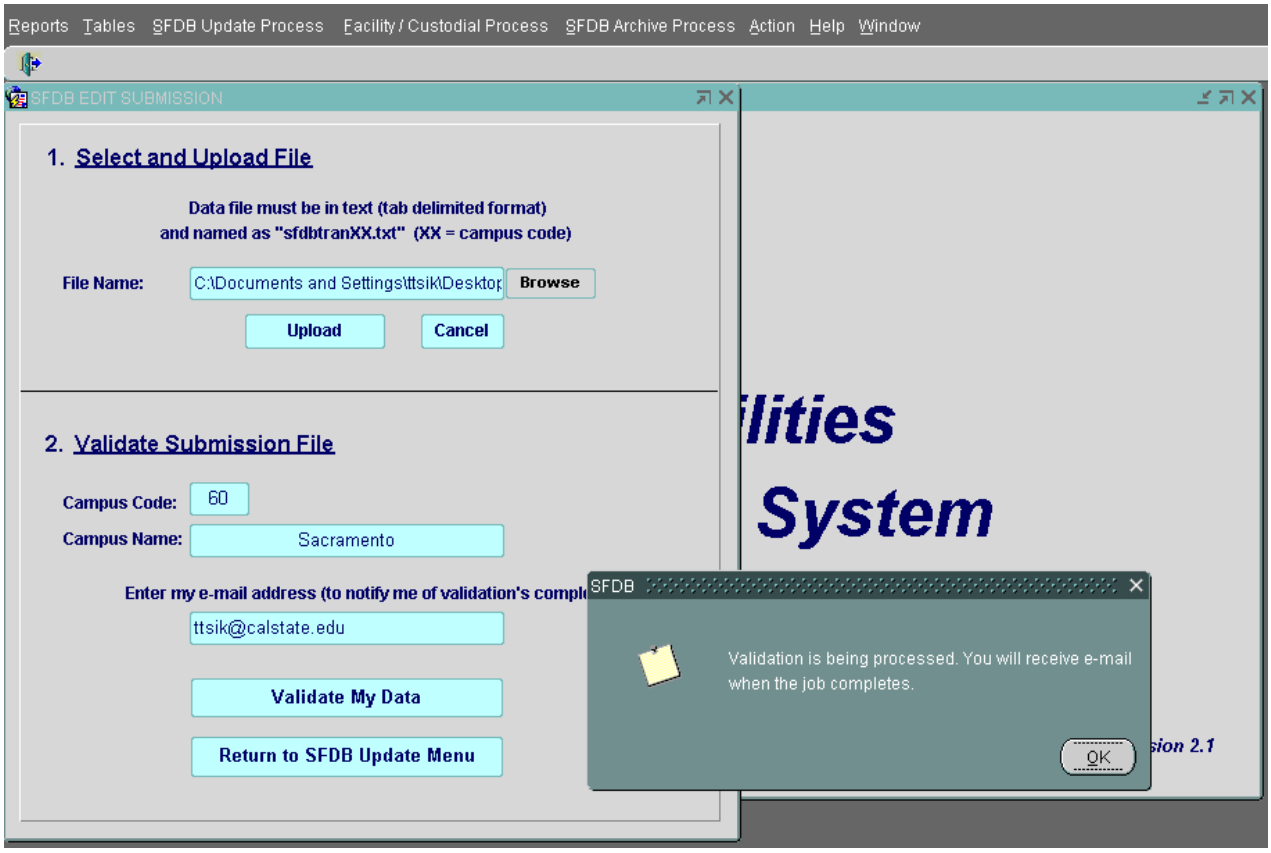
g. Once SFDB has successfully upload the submission file to the CO server, a message will appear to inform user. Click “OK” to confirm.



2) Validate Submission File

a. Enter your email address you would like the validation report sent to and then click on "Validate My Data".

b. Click "OK" to confirm validation is in process.



The email you receive will tell you whether the submitted updates have been accepted or rejected.

Following example is an email that tells the user that there were mistakes found on Line 2 and that the submission has been rejected.

```
SFDB validate process completed. Contents of report sfdbtran98.doc is
listed below.
-----



Campus Code: 98                    Date: 02/25/08 03:35  Version 040625-000

Input Data File: /proddata/sfdb/sfdb98/prod/sfdbtran98


ERROR...Line no: 2. Invalid Facility Suffix.
Campus_Code=[98] Center_Code=[00] Fac_num=[030] Fac_suffix=[A]
Space_No=[0031] Space_suf=[--].

ERROR...Line no: 2. mp_status not found in table fp_facilities for
campus_cd=[98] Center_Cd=[00] Fac_num=[030] Fac_suffix=[A].



Total number of trans type I was 1.
Total number of trans type U was 22.
Total number of trans type D was 7.
Total number of bad trans type was 0.
Total number of records with error was 1.
Total number of records with duplicates was 0.
Total rows inserted into fp_campus_tran was 0.
Total rows processed was 30.



Based on the conditions reported above, your submission is rejected.
-----
This is an automated message - Do not reply to this message.
```

Users will need to go back to their original CPDC 4-3 Excel file, correct all the mistakes and upload the submission file again. The submission file will not be loaded into SFDB Campus Edit Screen until all errors are corrected.

If users receive an email stating that the submission has been accepted, move on to the next step.

```
SFDB validate process completed. Contents of report sfdbtran60.doc is
listed below.
-----

Campus Code: 60                   Date: 04/02/07 02:16  Version 070305-655

Input Data File: /proddata/sfdb/sfdb60/test/sfdbtran60.txt

Completed Insert of records into campus tran table.


Total number of trans type I was 0.
Total number of trans type U was 7.
Total number of trans type D was 1.
Total number of bad trans type was 0.
Total number of records with error was 0.
Total number of records with duplicates was 0.
Total rows inserted into fp_campus_tran was 8.
Total rows processed was 8.


Thank you for your clean submission. It will be processed.
-----
This is a automated message - Do not reply to this message.
```

(Option 2) Data Entry Screen

Campus can also use the data entry screen to add space update using three tran type: **Insert, Delete or Update**. Typically, this screen is used when campus have only a few updates to be entered.

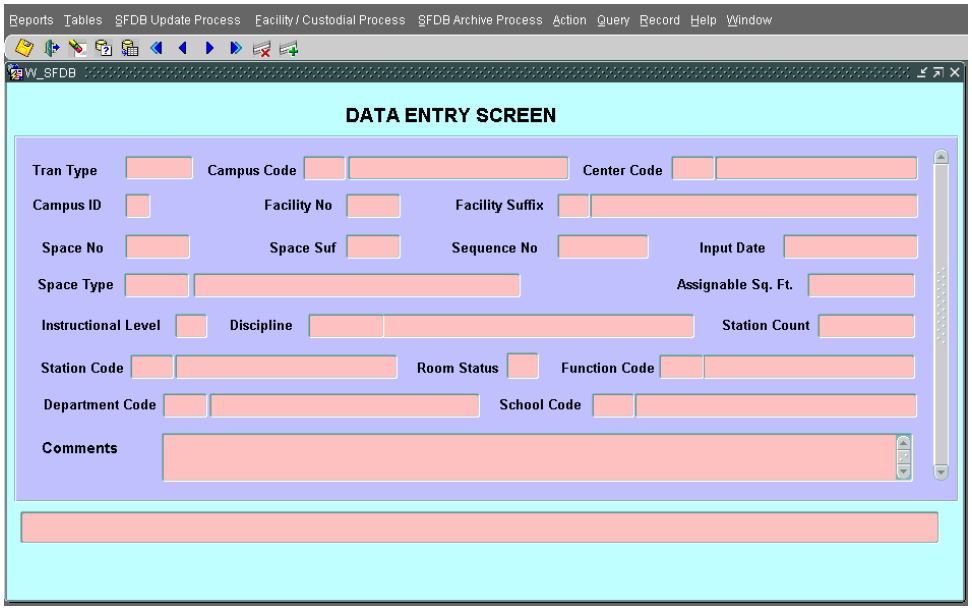
Query and view existing space data

a. Click "Enter Query" icon

b. Enter query data in key fields: such as Center code, Facility No., Space No., Space Type, etc.

c. Click "Execute Query" icon to view the data you request

d. Use [Page Down] or To locate the space you want to view



Tran Type "I": Insert (adding) new update

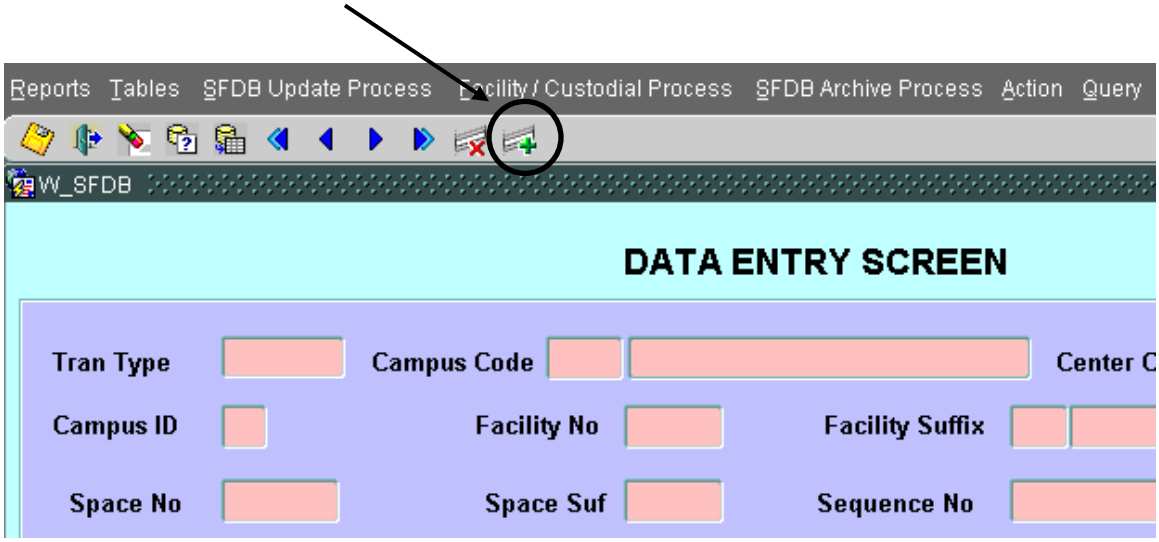
a. Click "Enter Query" icon

b. Enter query data in key fields: such as Campus code, Center code, and/or Facility No.

c. Click "Execute Query" icon to view the data you request

d. Use [Page Down] or ▶ to look through the query

e. Click on "+" sign to add a new space



f. Type in data in each required key fields, use [Tab] to skip to the next field
Be sure to add "I" in the tran type field to update space.

g. Save:
Select "Save" from menu "Action"
Click save icon
OR
[Ctrl] + [S]

Note: Once users save a new transaction, users need to use the Edit Screen to make changes. See page 3.18 for additional help with Edit Screen.

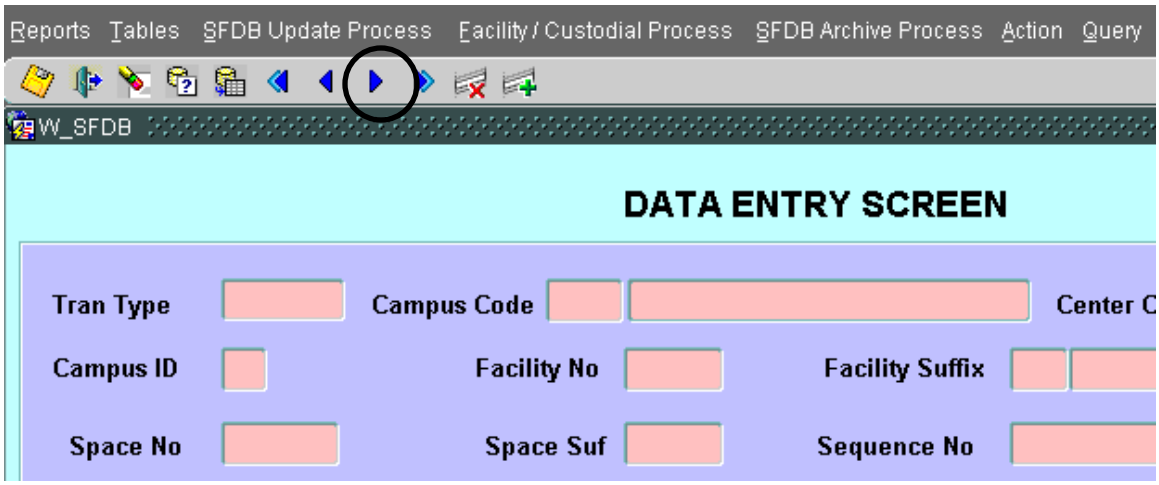
Tran Type "U": Update an existing space

a. Click "Enter Query" icon

b. Enter query data in key fields: such as Center code, Facility No., Space No., Space Type, etc.

c. Click "Execute Query" icon to view the data you request

d. Use [Page Down] or
To locate the space you want to update



e. Type in the data in the fields you would like to update, use [Tab] to skip to the next field
Be sure to add "U" in the tran type field to update space.

f. Save:
Select "Save" from menu "Action"
Click save icon
OR
[Ctrl] + [S]

Note: Once users save a new transaction, users need to use the Edit Screen to make changes. See page 3.18 for additional help with Edit Screen.

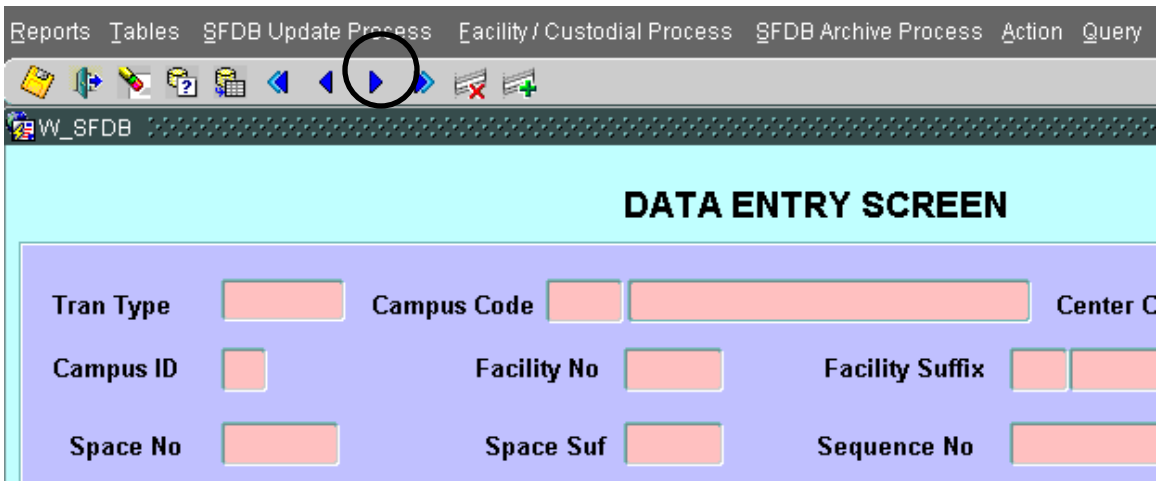
Tran Type "D": Delete a existing space:

a. Click "Enter Query" icon

b. Enter query data in key fields: such as Center code, Facility No., Space No., Space Type, etc.

c. Click "Execute Query" icon to view the data you request

d. Use [Page Down] or
To locate the space you want to delete



e. Type in "D" in the Tran Type field

f. Save:
Select "Save" from menu "Action"
Click save icon
OR
[Ctrl] + [S]

Note: Once users save a new transaction, users need to use the Edit Screen to make changes. See page 3.18 for additional help with Edit Screen.

Step Two: Run Before and After Reports

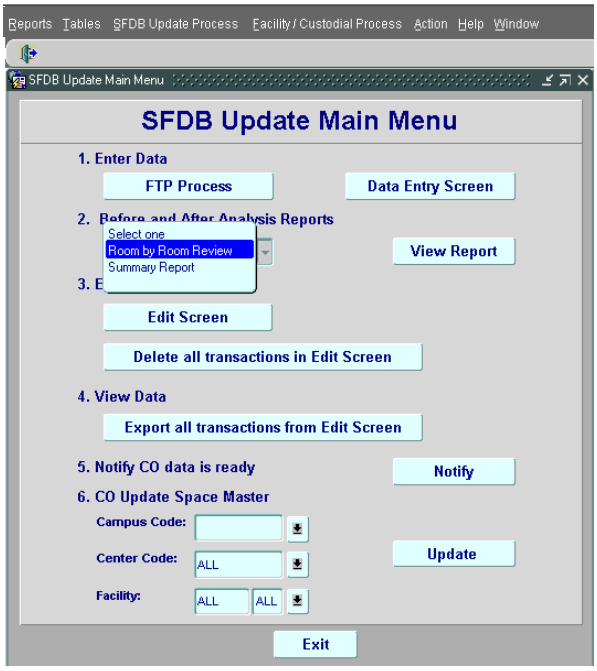
Room by Room Review – this report shows the comparison of each individual room in the current SFDB against any new room updates processed by the campus.

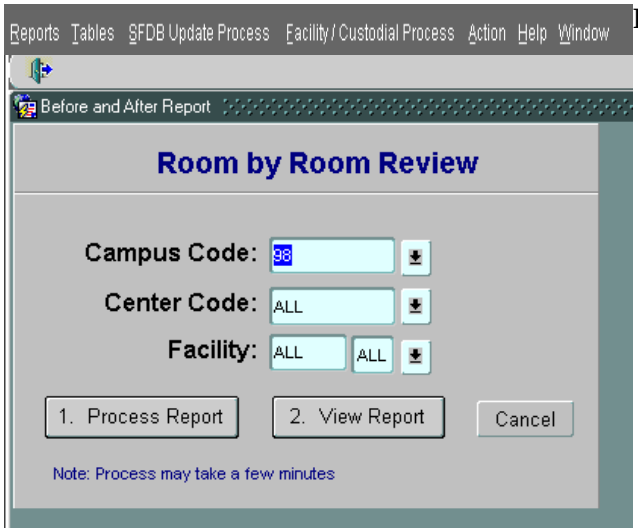
Summary Report – there are four types of report users can choose from. Please see chart below to see what kind of information you would like to view.
Capacity Analysis Report – this report compares campus capacity spaces, which includes lecture, lab, faculty office, faculty admin office, and ASF. Users can also choose to view spaces that are in permanent or temporary buildings.

Type of Report	Report Content
Room by Room Review	BA comparison for each room updated, deleted or added
Capacity Analysis Report	▪ BA comparison for all permanent / temporary facilities. ▪ Show capacity space type: Lecture, LD lab, UD & GD lab, FO, FAO. ▪ Show Number of Stations, FTES and ASF
Campus Summary Report	▪ BA summary for the whole campus ▪ Two type of reports: - By Space type by HEGIS type - By HEGIS type by Space type ▪ BA comparison of FTES, Number of Stations and ASF
Center Summary Report	▪ BA summary for each center ▪ Two type of reports: - By Space type by HEGIS type - By HEGIS type by Space type ▪ BA comparison of FTES, Number of Stations and ASF
Facility Summary Report	▪ BA summary for each facility ▪ Two type of reports: - By Space type by HEGIS type - By HEGIS type by Space type ▪ BA comparison of FTES, Number of Stations and ASF

Room by Room Report

To run this report, from the pull down menu, select Room by Room Review, and click "View Report".





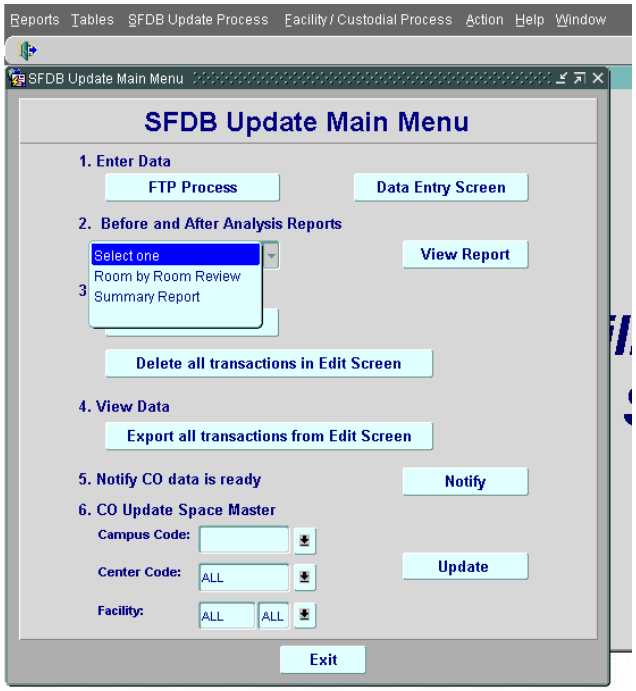
Processing and viewing the report

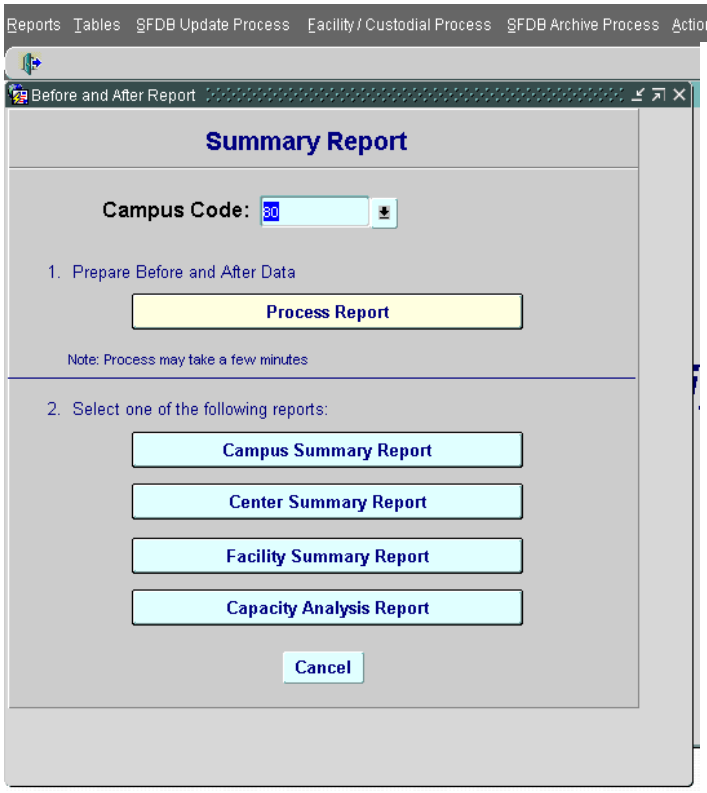
1. User's campus code should already be in the Campus Code box. If not, users need to enter their campus code.
2. Enter center code and facility number to see specific space information. If users would like to view all the spaces on the campus, users may leave center code and facility as "All".
3. Click on "1. Process Report" so the system can generate the information being requested.
4. Click on "2. View Report".

Note: process may take a few minutes; depending on how much updates campus has submitted.

Summary Reports

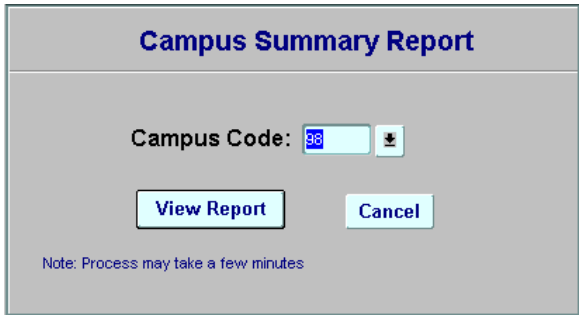
To run this report, from the pull down menu, select “Summary Report”, and click “View Report”.





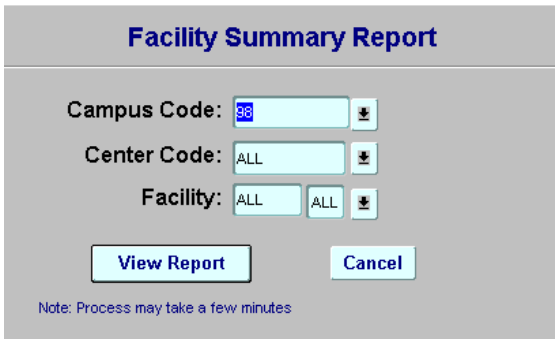
Processing and viewing reports

1. User’s campus code should already be in the Campus Code box. If not, users need to enter their campus code.
2. Click on “Process Report” so the system can generate the requesting information.
3. Users may then click on the report they would like to view.



For this report

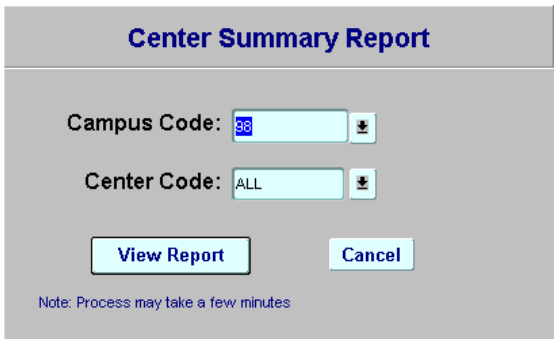
4. Click on "View Report"



For this report

4. Enter center code and facility number to see specific space information. If users would like to view all the spaces on the campus, users may leave center code and facility as "All".

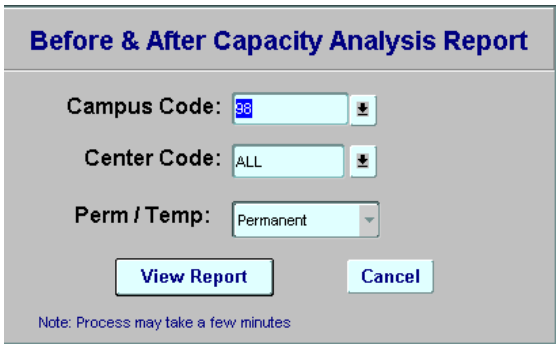
5. Click on "View Report"



For this report

4. Enter center code specific space information. If users would like to view all the spaces on the campus, users may leave center code as "All".

5. Click on "View Report"



For this report

4. Enter center code and facility number to see specific space information. If users would like to view all the spaces on the campus, users may leave center code and facility as "All".

5. User can choose to view permanent or temporary facilities.

6. Click on "View Report"

Step Three: Edit Data

Once all updated space data are entered through either Upload Process or Data Entry Screen, campus can go into Edit Screen to make additional edits.

Notes:

- All transactions in Data Entry Screen "move" to the Edit Screen once the transaction is saved.
- Can view and edit data
- Can delete and update existing space transaction
- CANNOT insert a new transaction. Must use Data Entry Screen or add in the CPDC 4-3 file and run the Upload Process again.
- Transaction Type is based on the data in the SFDB
- SAVE CHANGES FREQUENTLY
- Every time campus upload submissions, any submissions made earlier either through Upload Process or Data Entry, will be erased. Campuses need to make sure they export all data from "View Data" option and save.

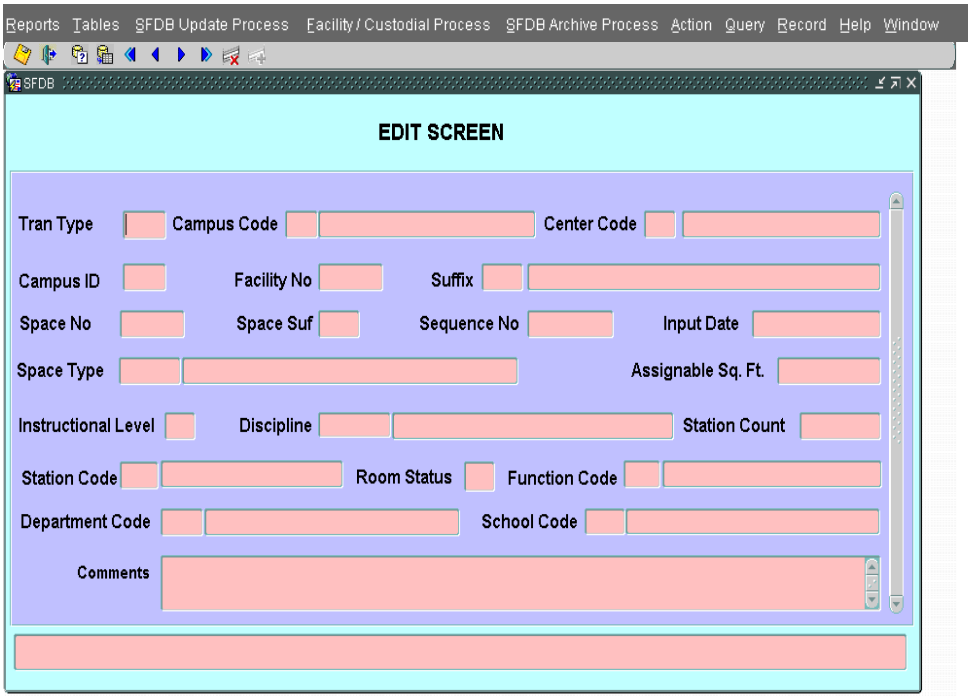
1) Browse records in Edit Screen

a. Click "Enter Query" icon

b. Enter query data in fields: such as Center code, Facility No., Space No., Space Type, etc.

c. Click "Execute Query" icon to view the data you request

d. Use Page Down key or to locate the space you want to update

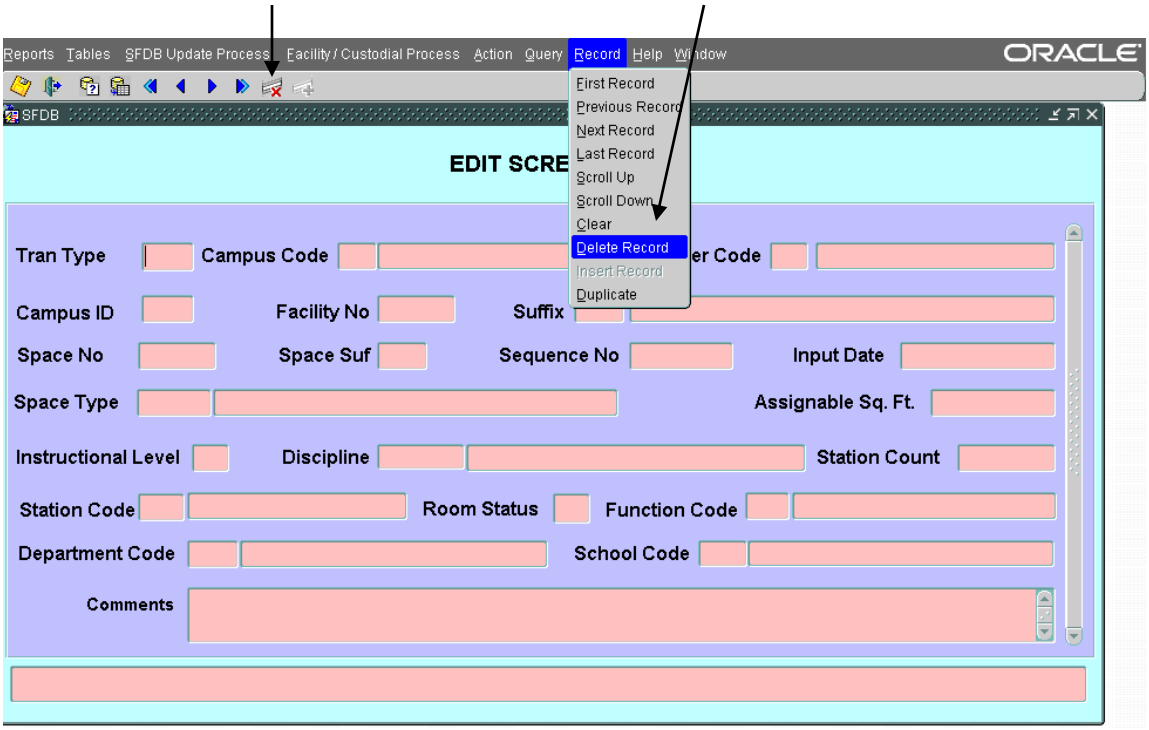


2) Edit / Delete Data (only tran type "D" and "U" are allowed)

1. Query the space transaction that needs to be change or delete.

2. Change data of any transactions that were already submitted through the Upload Process or Data Entry Screen.
   - Change Tran Type from "D" to "U" (or "U" to "D").
   - Use Tab key to move to the field you want to change and type in updated data.
   - SAVE CHANGES.

3. Delete from screen (do not want to include this transaction in the SFDB).
   - Click "X" delete icon on screen **or** select "Delete Record" from menu "Record".



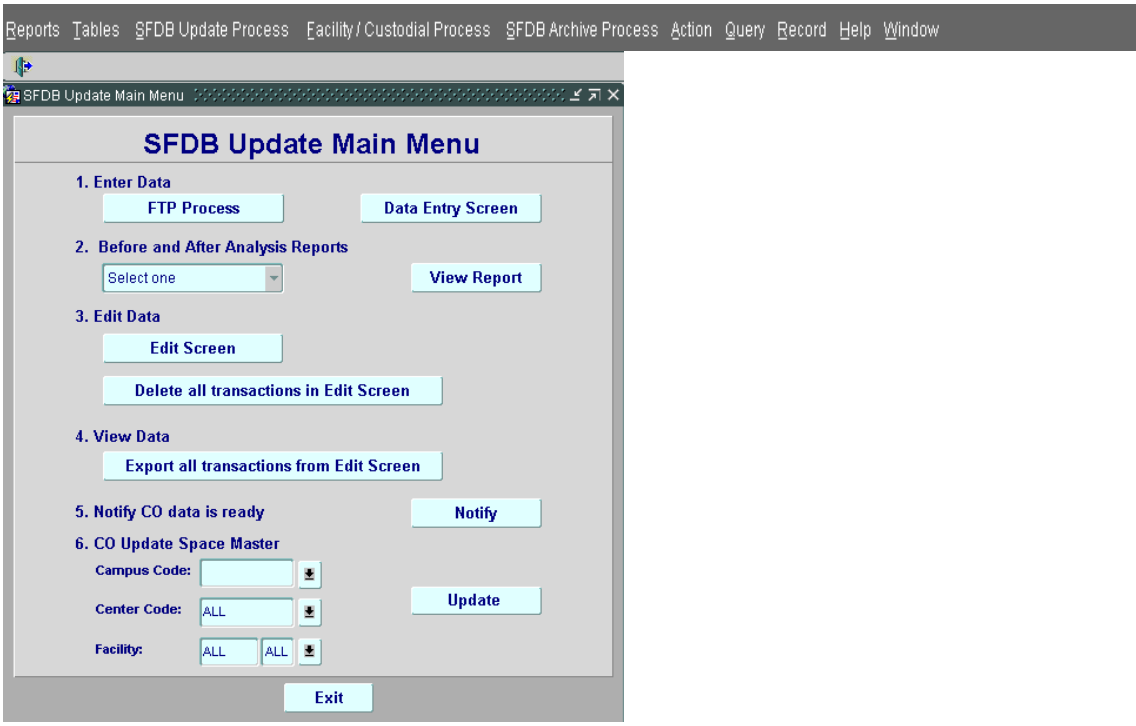
   - SAVE CHANGES.

3) Exit Edit Screen

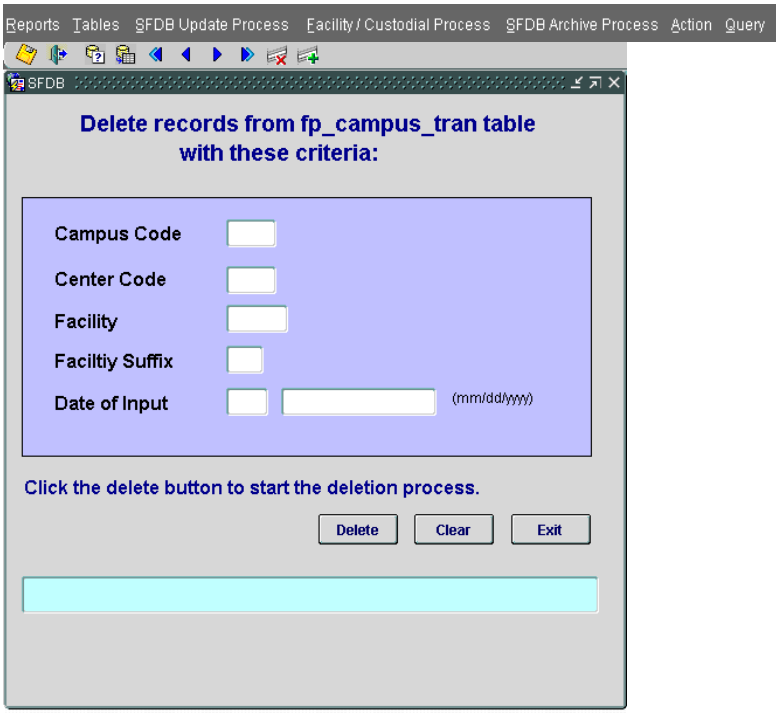
- Click exit icon.
- Select "Exit" from menu "Action".
- Click "X" to close the window.

Delete All Transactions

1. At any time, if campus would like to delete all or part of the submission, you can click the "Delete all Transaction in Edit Screen.



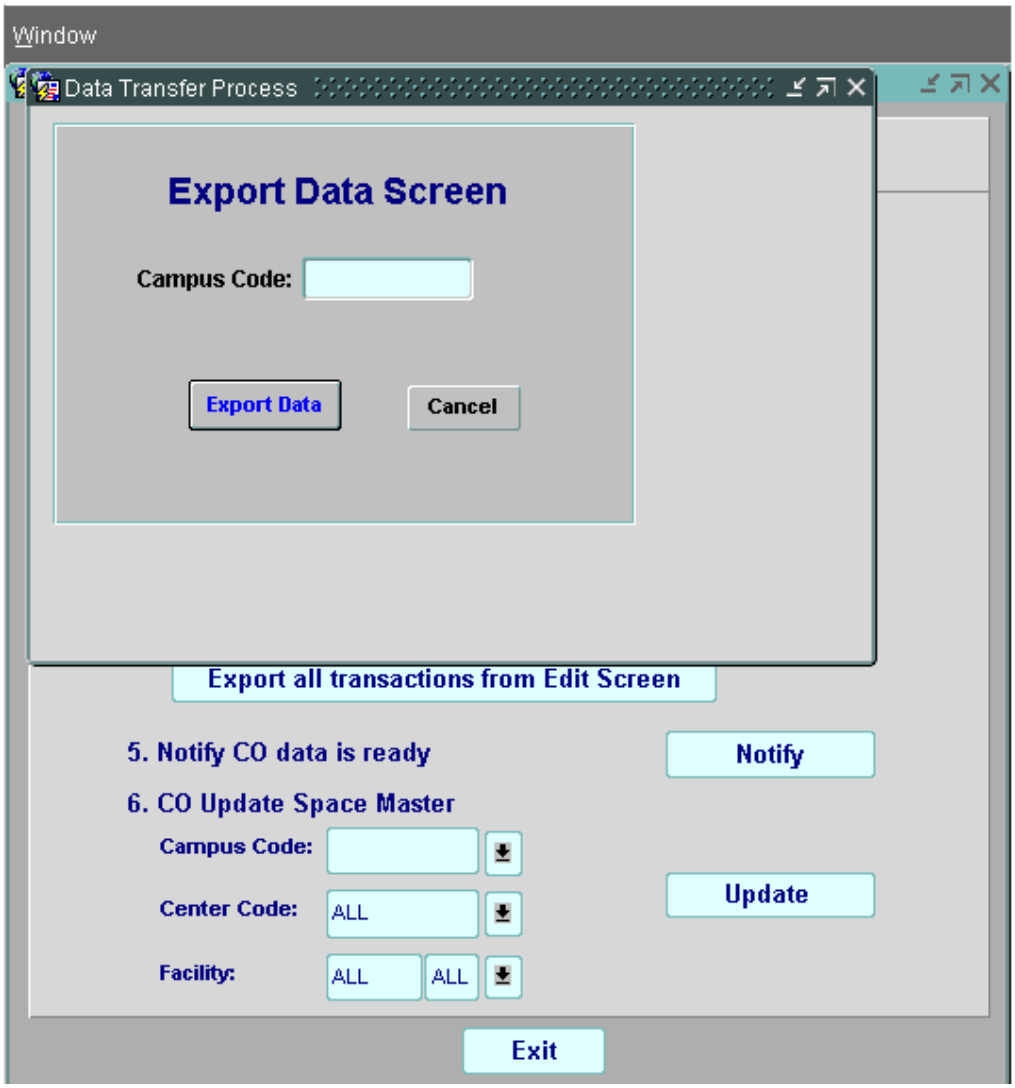
2. Once selected the following window will appear, campus will enter their campus code and any specific information that needs to be deleted from submissions.



Step Four: View Data

1. Campus user can always view what they have submitted in the Campus Edit Screen by clicking on the "Export all transactions from Edit Screen".

2. Enter campus code and click "Export Data".

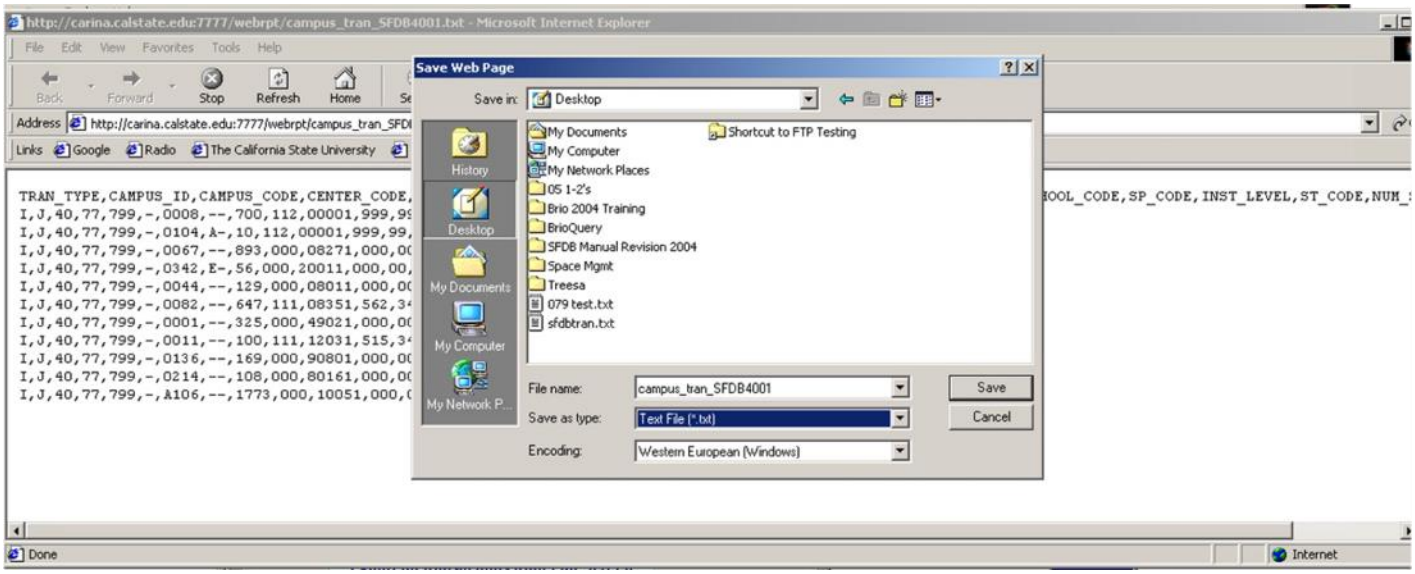


3. A separate window will appear, displaying all the transactions that have been entered through the Upload Process and/or Data Entry Process.

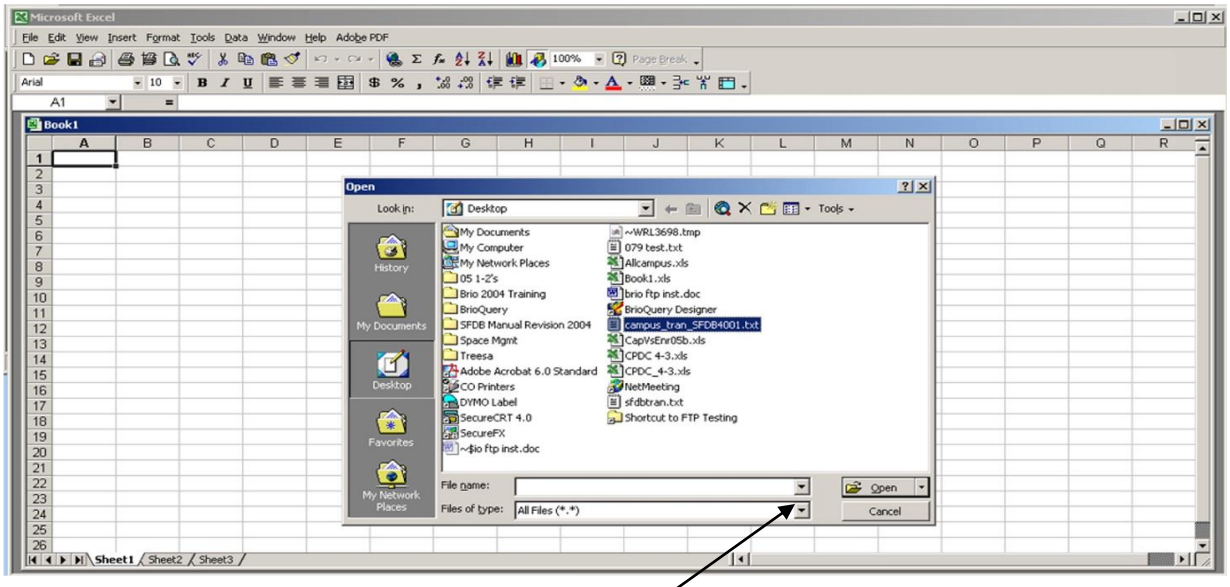
Campus may follow a few steps and view the export file in a CPDC 4-3 format.

Save and View Data in CPDC 4-3 Format

1. Go to "File" and choose "Save As"
2. Once the **Save Web Page** menu opens the file name will be set to the default name "campus_tran_SFDBXX01"
3. Then from the "Save as type" choose .txt format.

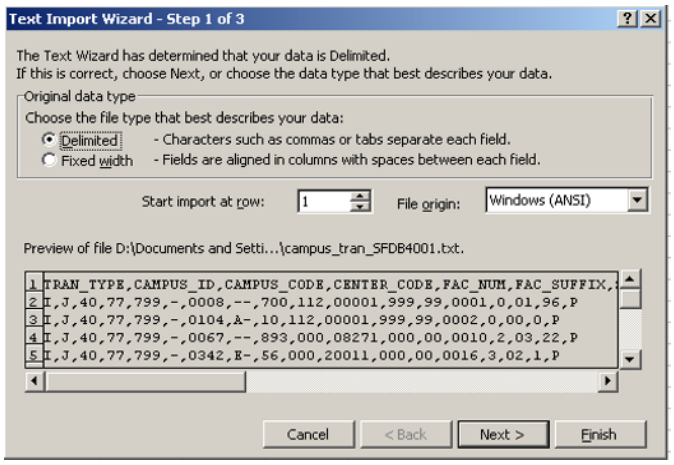


4. Then from Microsoft Excel application, open the .txt file just saved.
   - In this example, go to Desktop and open "campus_tran_SFDB4001.txt".

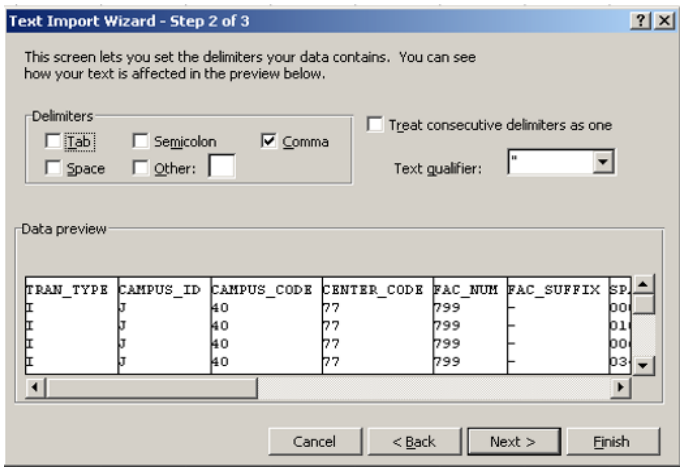


Note: Users may need to select "All Files (*.*)" from the dialog box in order to show the .txt file.

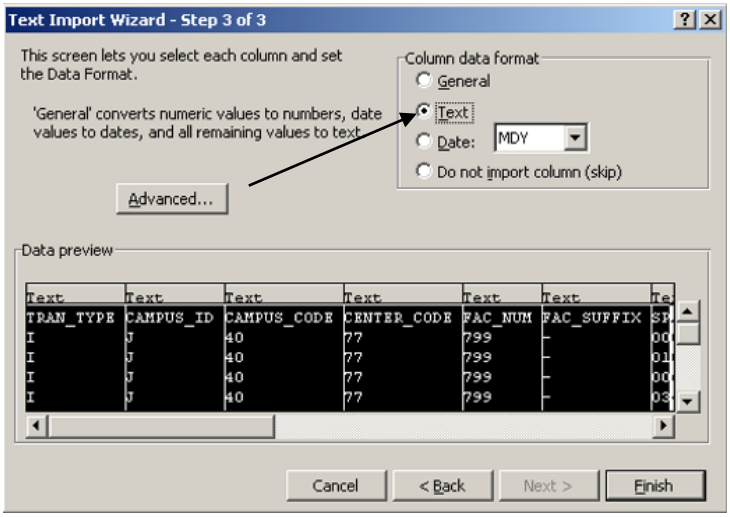
Next you will have to run through the Text Import Wizard



Select “Delimited”



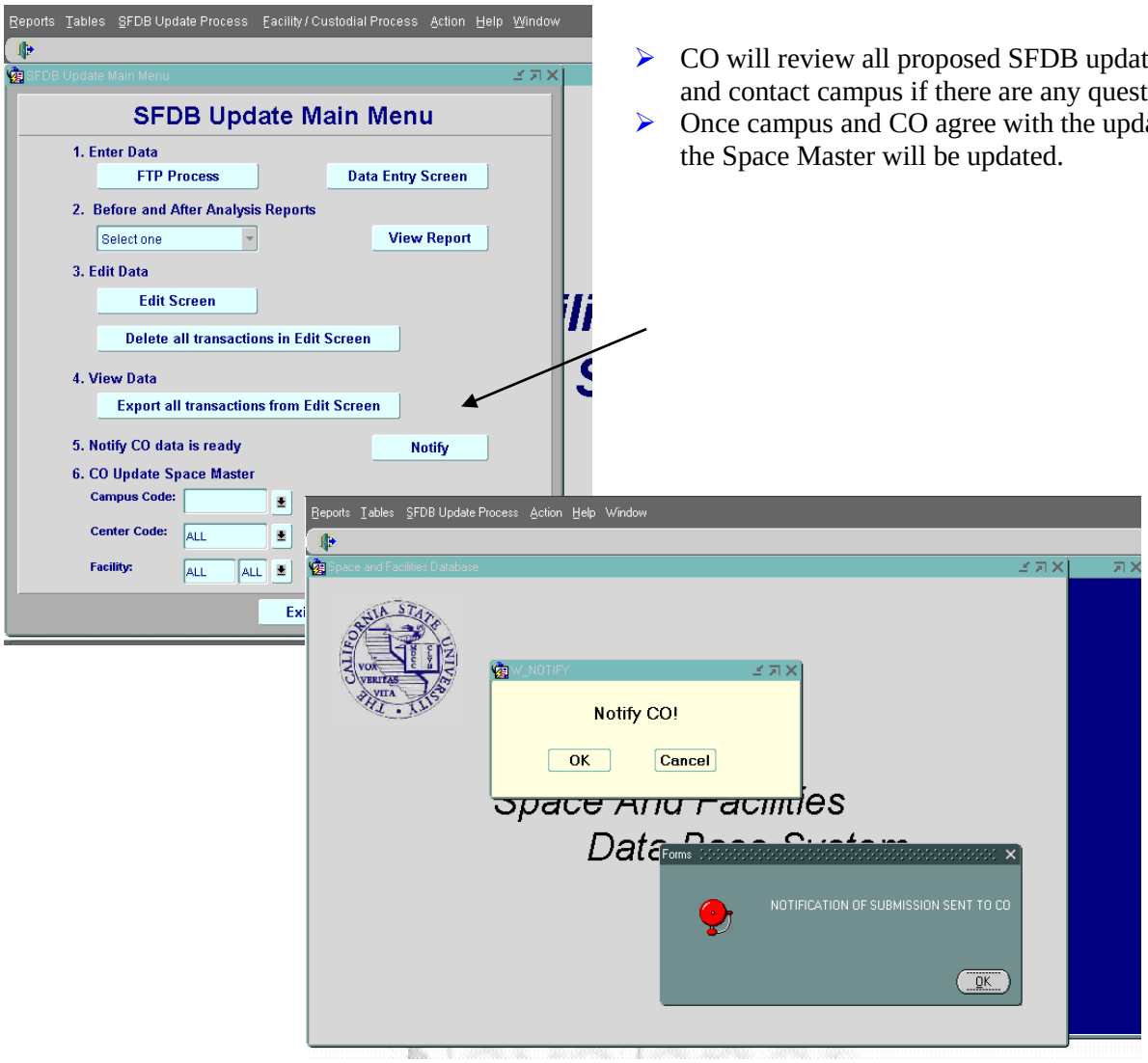
Be sure that only the Comma box is checked.



Use the [Shift] to select and highlight all fields and choose the “Text” format and click “Finish”

Step Five: Notifying the Chancellor's Office

- After submitting/editing all final transactions, campus can use the "Notify" button to let the CO-Space Management know that the submission is ready to view.



- CO will review all proposed SFDB updates and contact campus if there are any questions.
- Once campus and CO agree with the update, the Space Master will be updated.

- Updated space and facility reports available to campuses:
  - Pre-defined PDF reports on web Space and Facilities Data Base System
  - OnDemand Server for export to Excel or Word format http://peterson.calstate.edu:8080/Hyperion/browse/login (Category: Facility, Space Master)

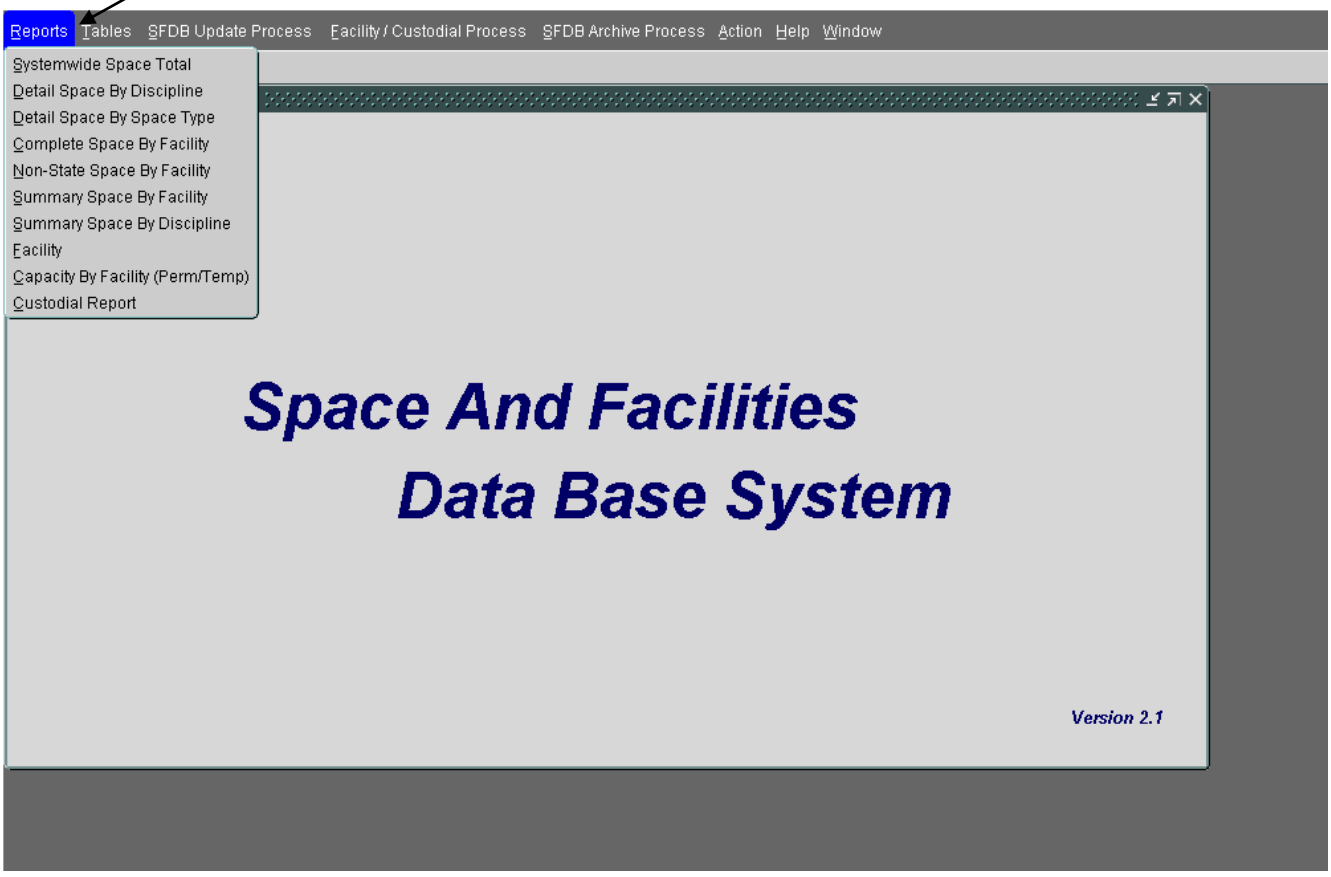
Access to SFDB Standard Reports Generation

The Space and Facilities Data Base (SFDB) provides essential information relating to facility planning, space planning and utilization. This data serves as a foundation to capital planning processes, and are critical to the process. Reports are accessible at any time through online access

Step 1. Log on to SFDB. (See Chapter 2 for details on how to log on)

Step 2. Retrieving Specific Standard Report

From the "Report" menu select the report you would like to create.



Detail Space By Discipline Report:

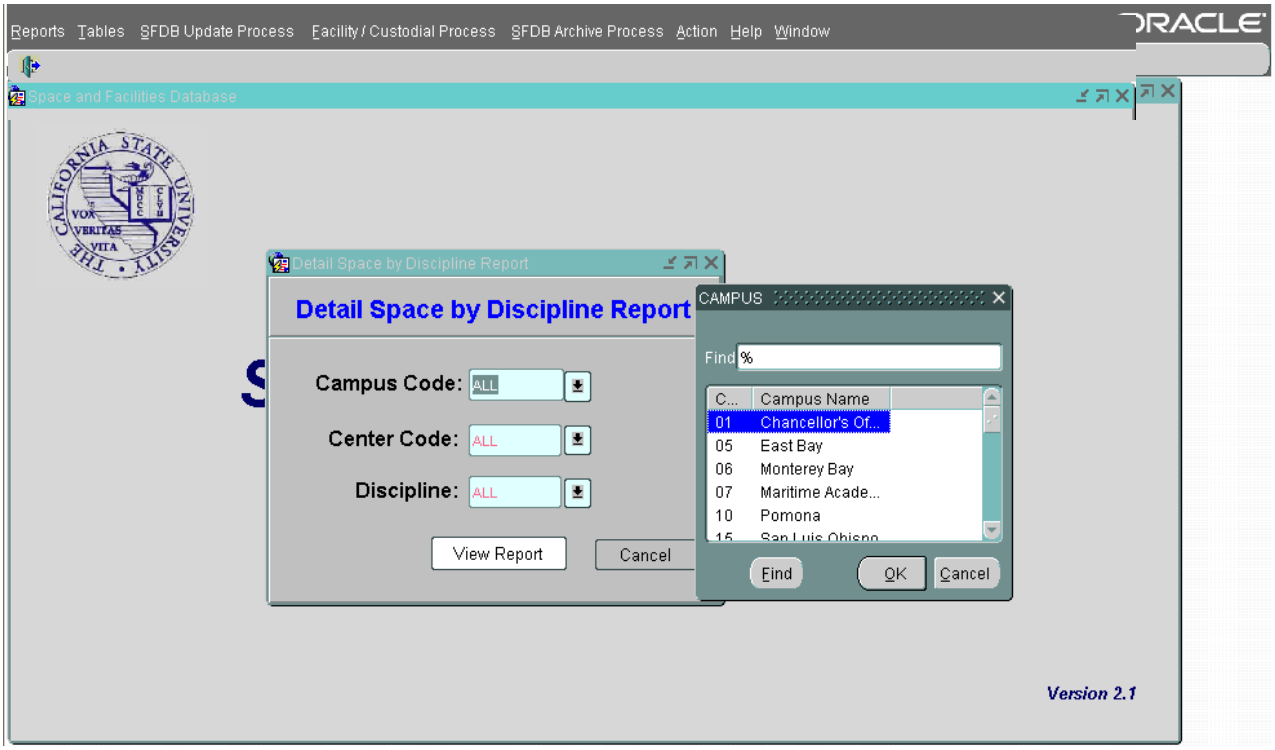
This report contains detailed space information of assignable square feet, level of instruction, type of space, type of station, number of stations, room status, completion date and revision date arranged by organization unit.

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Discipline: (1) Leave "All" as is, for all disciplines, **(2)** enter discipline code, or **(3)** click on arrow and choose from list.

4) Click "View Report" or press [Enter]



Detail Space By Space Type Report:

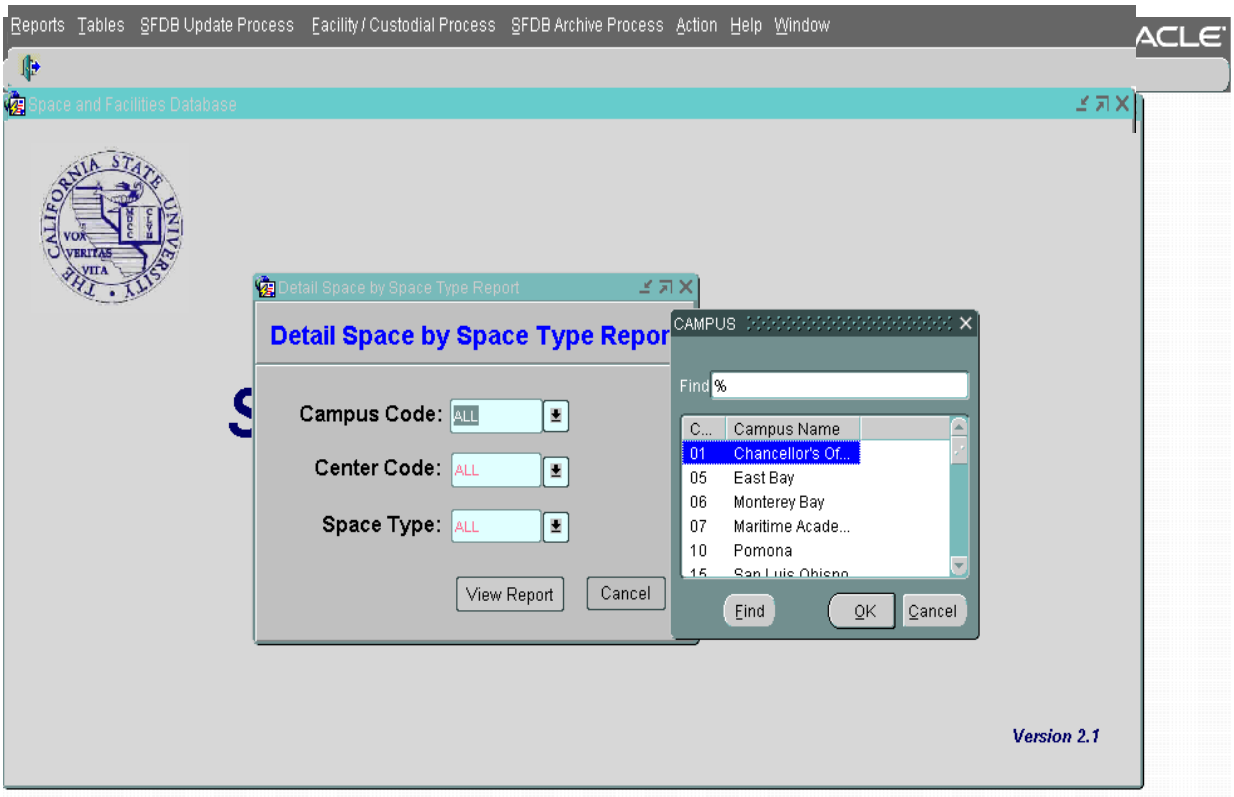
This report contains detailed space information of assignable square feet, organizational unit, type of station, number of stations, room status, and instructional level arranged by type of space.

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Space Type: Leave "All" or enter a space code (e.g. 0001=lecture)

4) Click "View Report" or press [Enter]



Complete Space By Facility Report:

This extensive report contains detail and summary space information of assignable square feet, number of spaces, and the number of work stations, arranged by facility, type of space, organizational unit, and lab groupings.

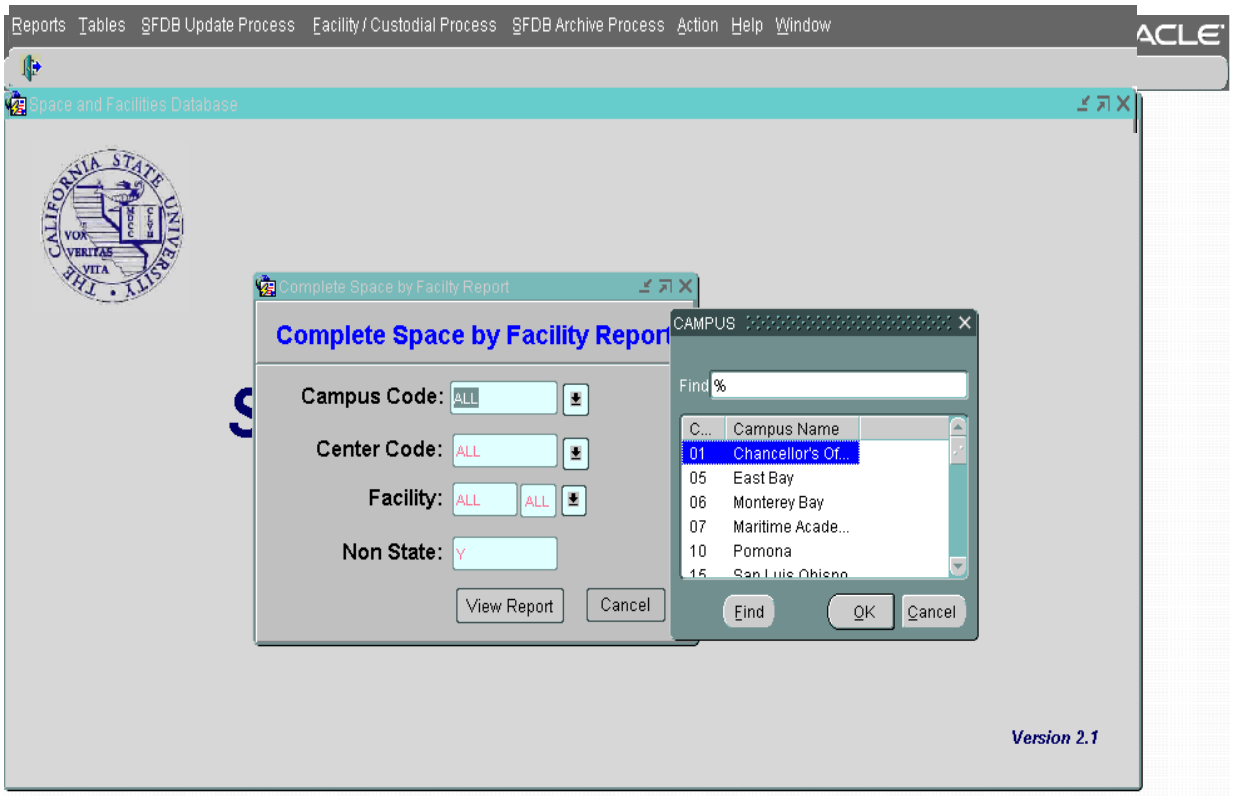
1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Facility: Three ways to enter **(1)** leave "All" as is, for all facilities **(2)** enter facility code, or **(3)** click on arrow and choose from list

4) Non State: Enter "Y" for yes and "N" for no to display non-state facilities.

5) Click "View Report" or press [Enter].



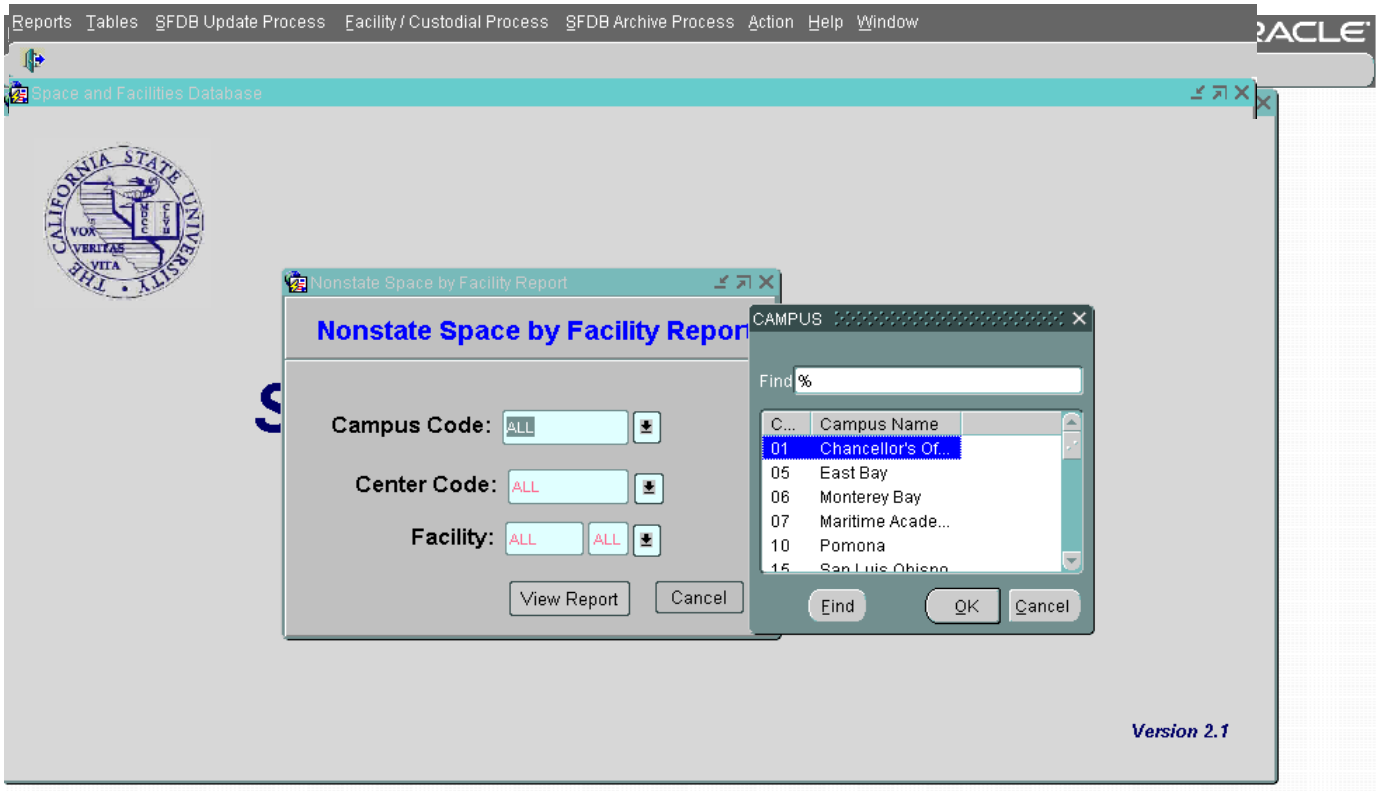
Non State Space By Facility Report:

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Facility: Three ways to enter **(1)** leave "All" as is, for all facilities **(2)** enter facility code, or **(3)** click on arrow and choose from list.

4) Click "View Report" or press [Enter].



Summary Space By Facility Report:

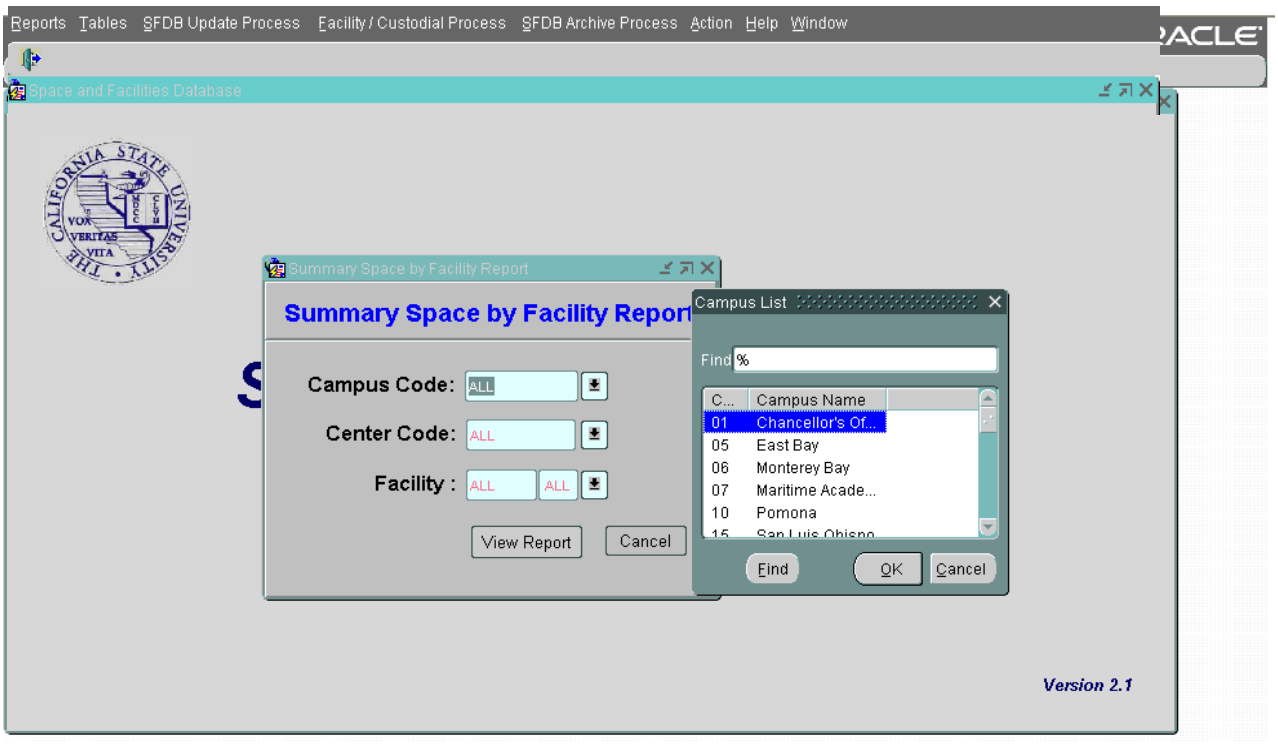
This report contains summary space information of assignable square feet, number of spaces, and the number of work stations arranged by facility.

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Facility: Three ways to enter **(1)** leave "All" as is, for all facilities **(2)** enter facility code, or **(3)** click on arrow and choose from list.

4) Click "View Report" or press [Enter].



Summary Space By Discipline Report:

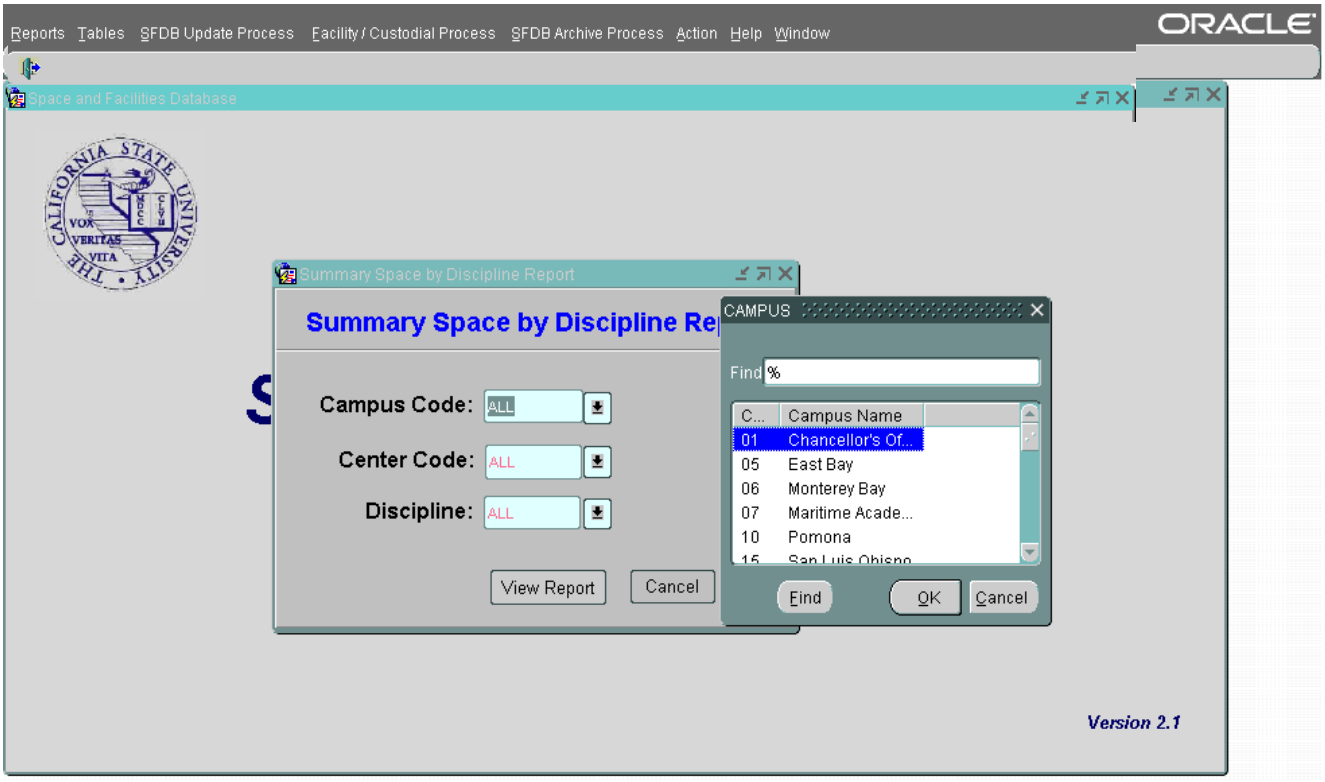
This report contains summary space information of assignable square feet, number of spaces, and the number of work stations arranged by organizational unit.

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Discipline Code: (1) Leave "All" as is, for all disciplines, **(2)** enter discipline code, or **(3)** click on arrow and choose from list.

4) Click "View Report" or press [Enter].



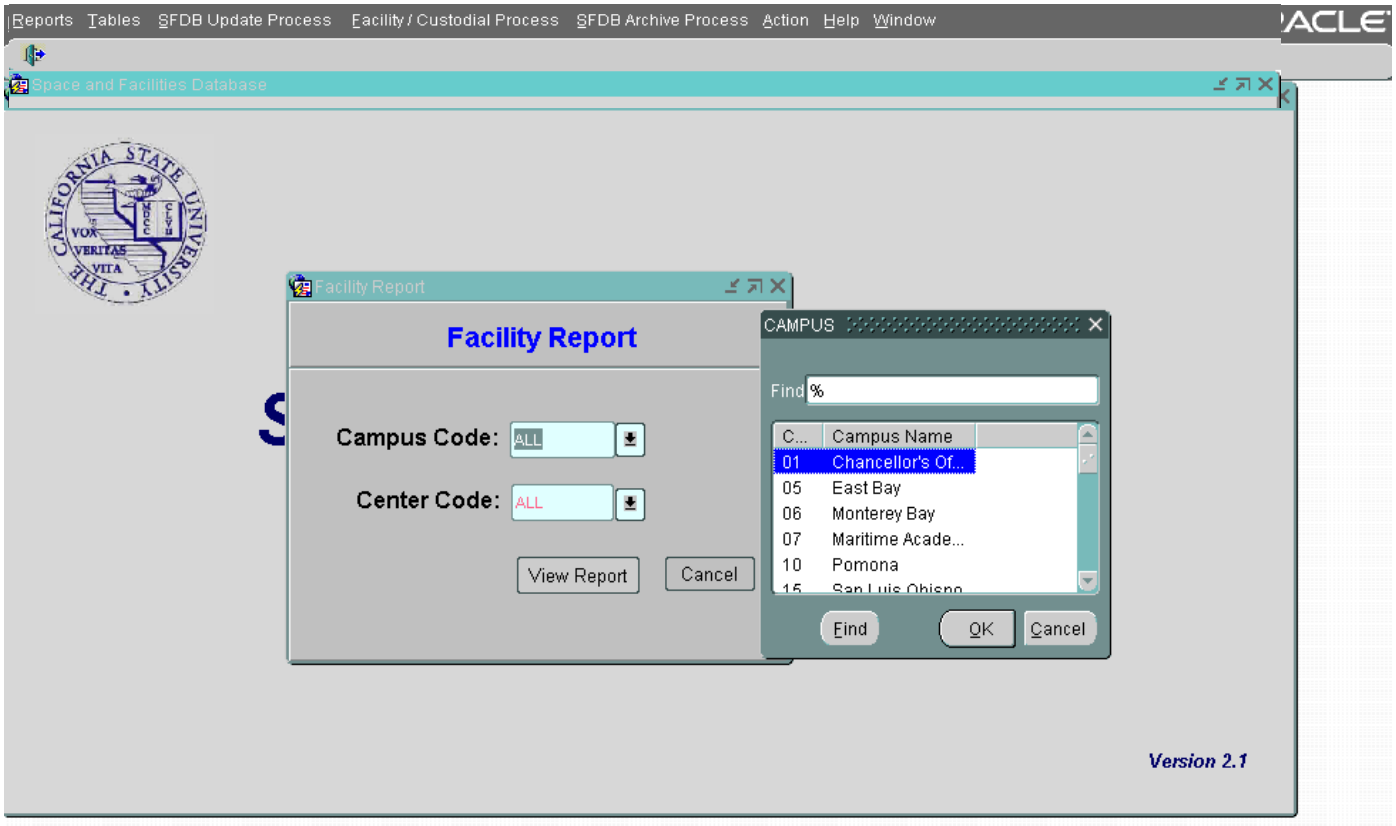
Facility Report

This report contains facility detail information, such as the category code, building condition code, type of construction, building status, ownership code, ENR Index, gross square feet, assignable square feet, budgeted cost, and the date the building was completed for one campus.

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

3) Click "View Report" or press [Enter].



Capacity By Facility Report (Perm/Temp):

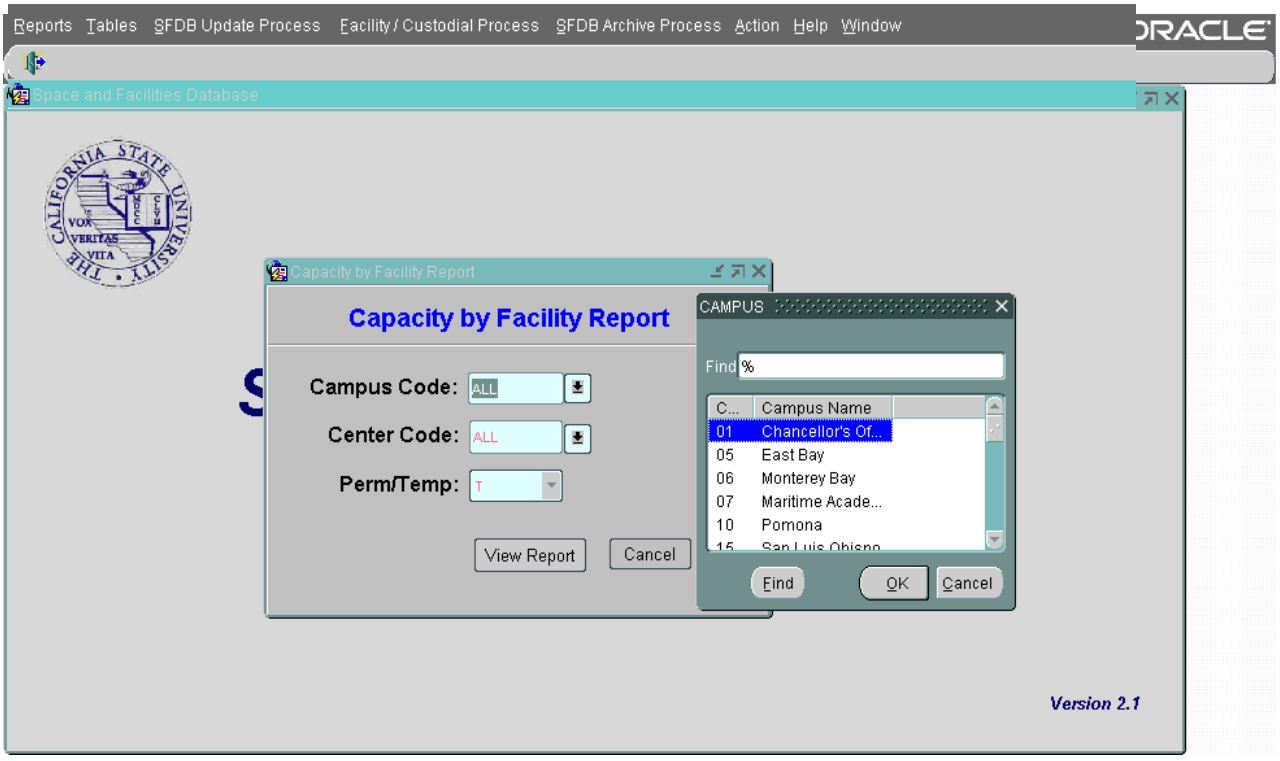
This report contains summarized seating capacity information grouped by facility. The information displayed is totals of: lecture stations and computed FTES, lower and upper division laboratory stations and computed FTES, faculty office stations and faculty administration stations.

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Perm/Temp: Select "P" for Permanent or "T" for Temporary.

4) Click "View Report" or press [Enter].



Custodial Report:

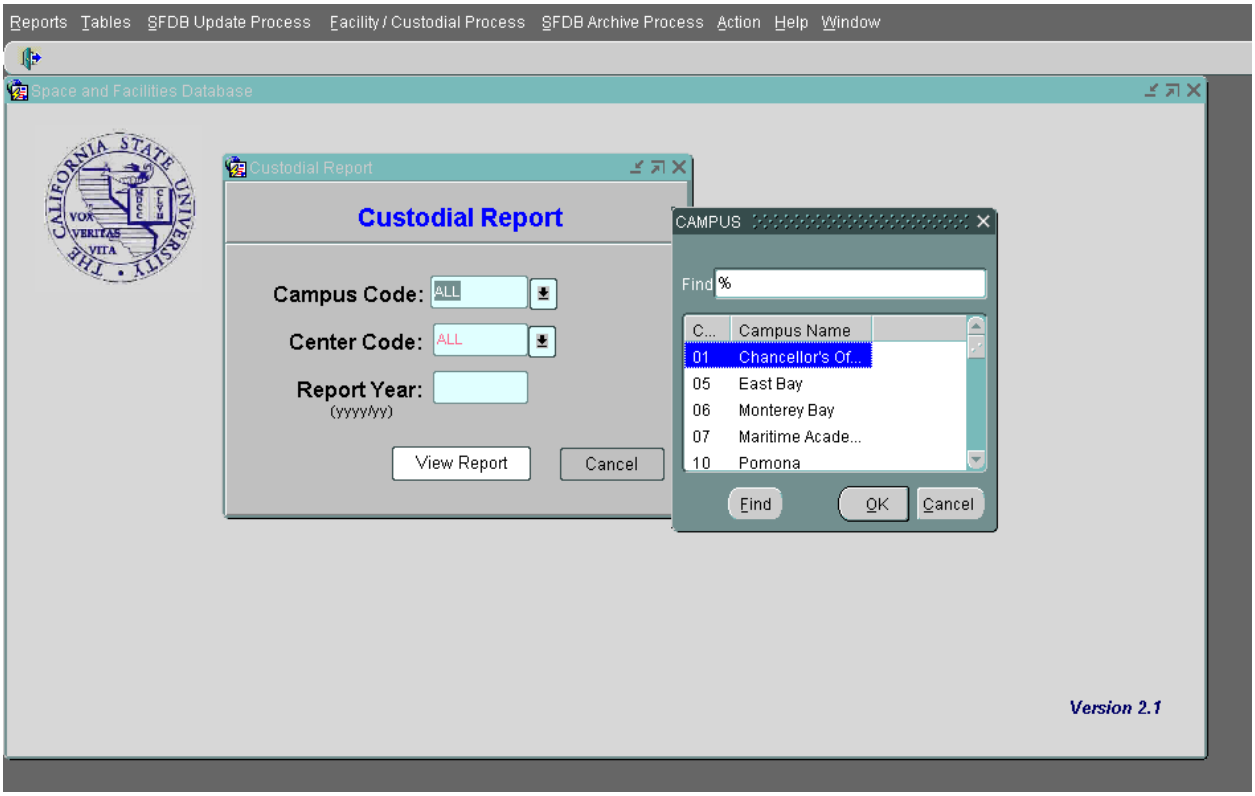
This report contains facility information for custodial purposes, and contains the gross square footage, carpeted square footage, non-carpeted square footage, and farm square footage.

1) Campus Code: This can be enter three different ways **(1)** leave "All" as is, in order to create a report for all campuses, **(2)** enter campus code, or **(3)** click on arrow and choose from list.

2) Center Code: (1) Leave "All" as is, for all center codes, **(2)** enter center code, or **(3)** click on arrow and choose from list.

3) Report Year: Enter date format yyyy/yy. (E.g. 2002/03)

4) Click "View Report" or press [Enter].



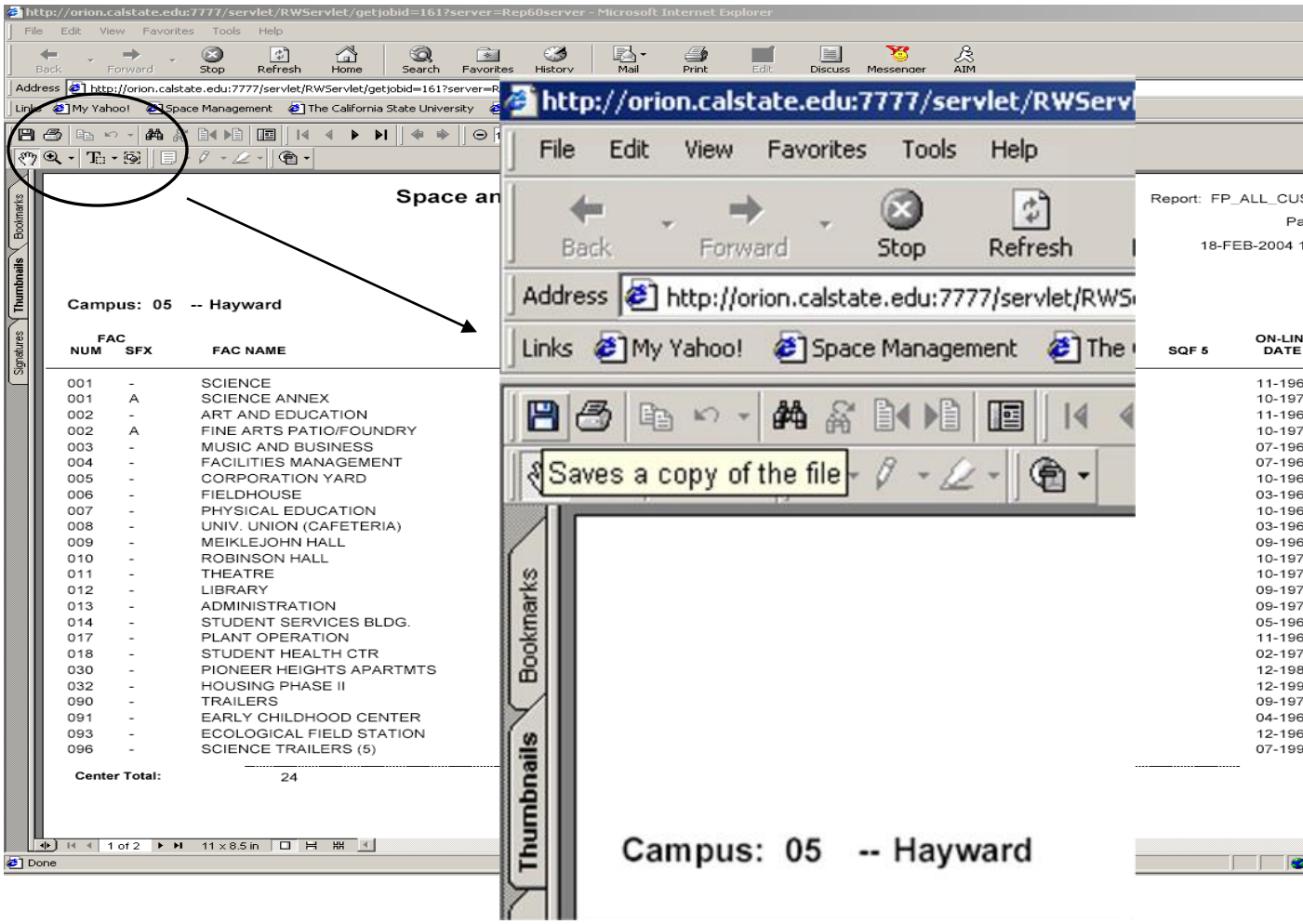
Step 3. Print and Save Report

1) Print:

- Select “Print” command in main menu “File”

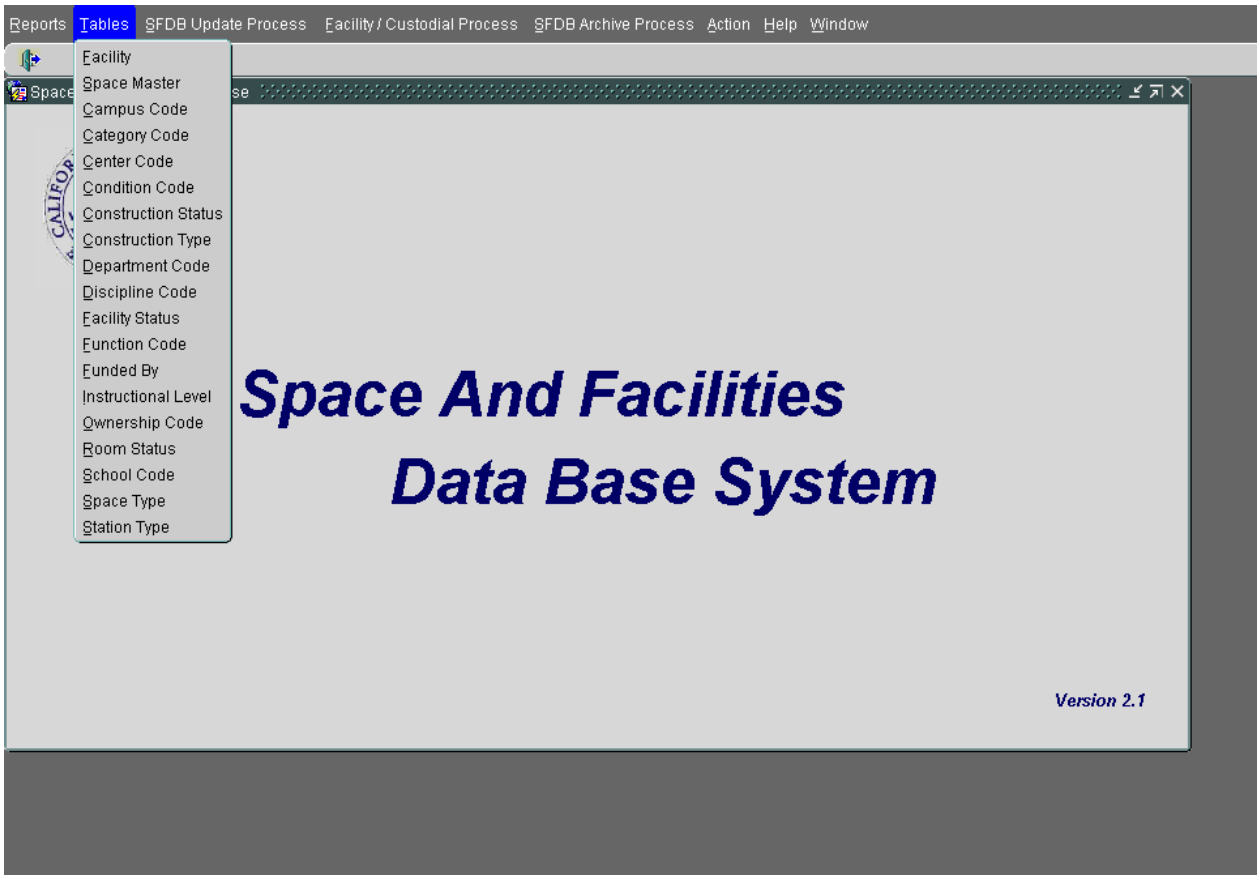
  Or
- Click the button to print report to your selected printer.

2) Save: Click the save button to save onto your computer.



The tables from the **"Tables"** menu allows the campus user to view 19 individual tables that are used in the forms. This chapter will provide details of each table.

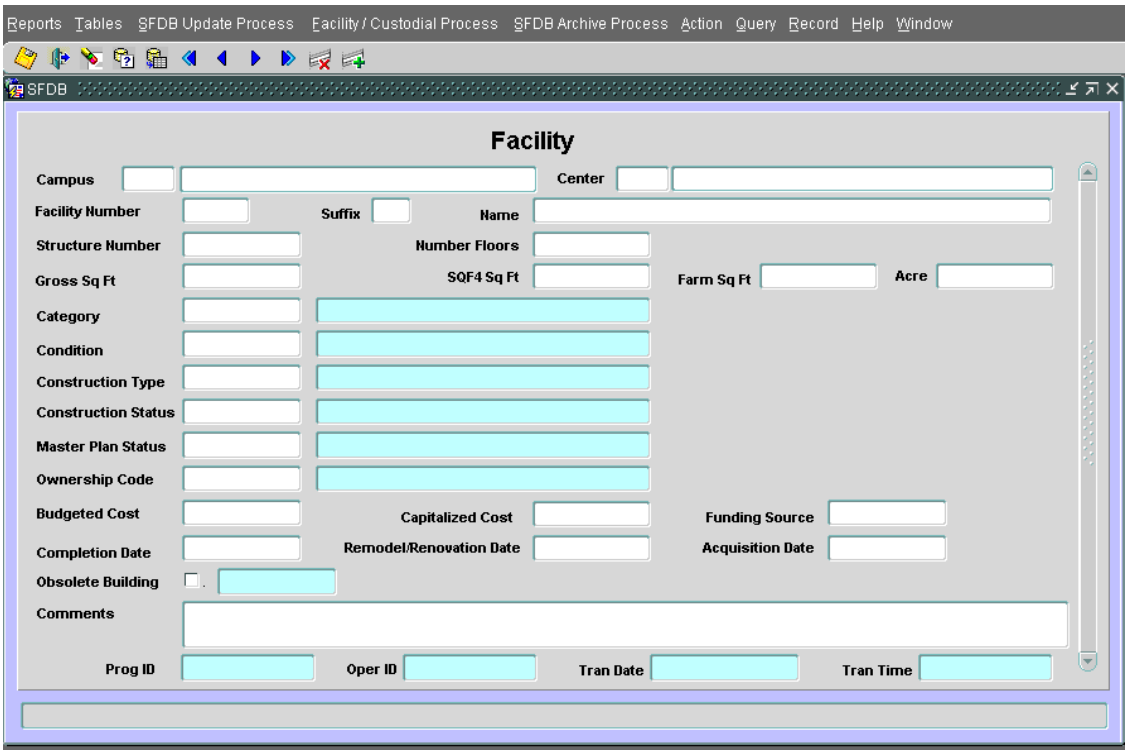
When user select menu 2. **"Tables"** from the "Main" menu, the following screen will appear:



Campus user is allowed view only rights to the 19 different tables. The "view" screens are for INQUIRING ONLY.

To select a sub-menu option use the **[UP/DOWN ARROW]** keys to highlight the menu name. When user has made a selection, press **[ENTER]** and the system will display sub-menu chosen.

When user choose **"Facility"** table, the following screen will appear:



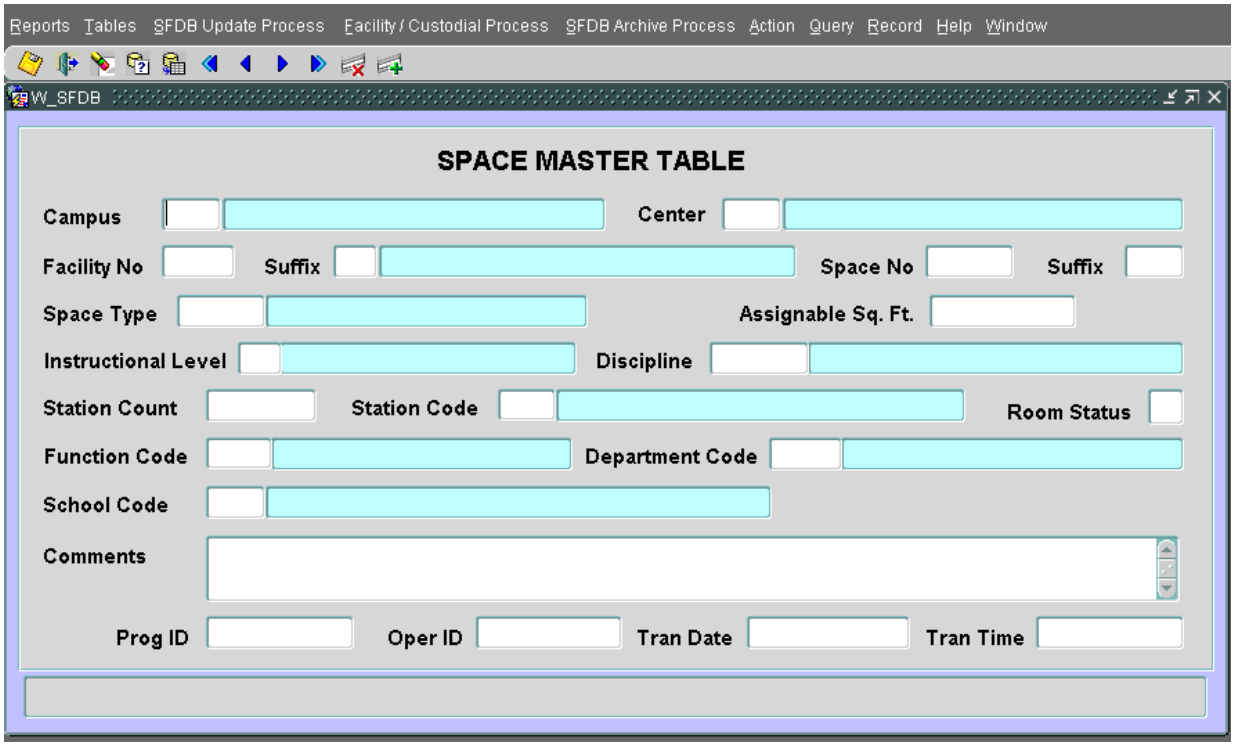
This screen is to view facilities on each campus. This screen is in the query mode.

To view one facility:

1. Click "Enter Query" icon.
2. Enter query data in fields: such as Campus Code, Center Code, Facility No. and Facility Suffix.
3. Click "Execute Query" icon to view the data you request.
4. Use Page Down key or ▶ to locate the space you want to update.

Use the **[UP/DOWN ARROWS]** to scroll through the rows.

When user choose table **"Space Master"**, the following screen will appear:



This screen is to view space(s) within a given facility. This screen is in the query mode.

The user completes the necessary fields, then **[EXECUTE QUERY]**.

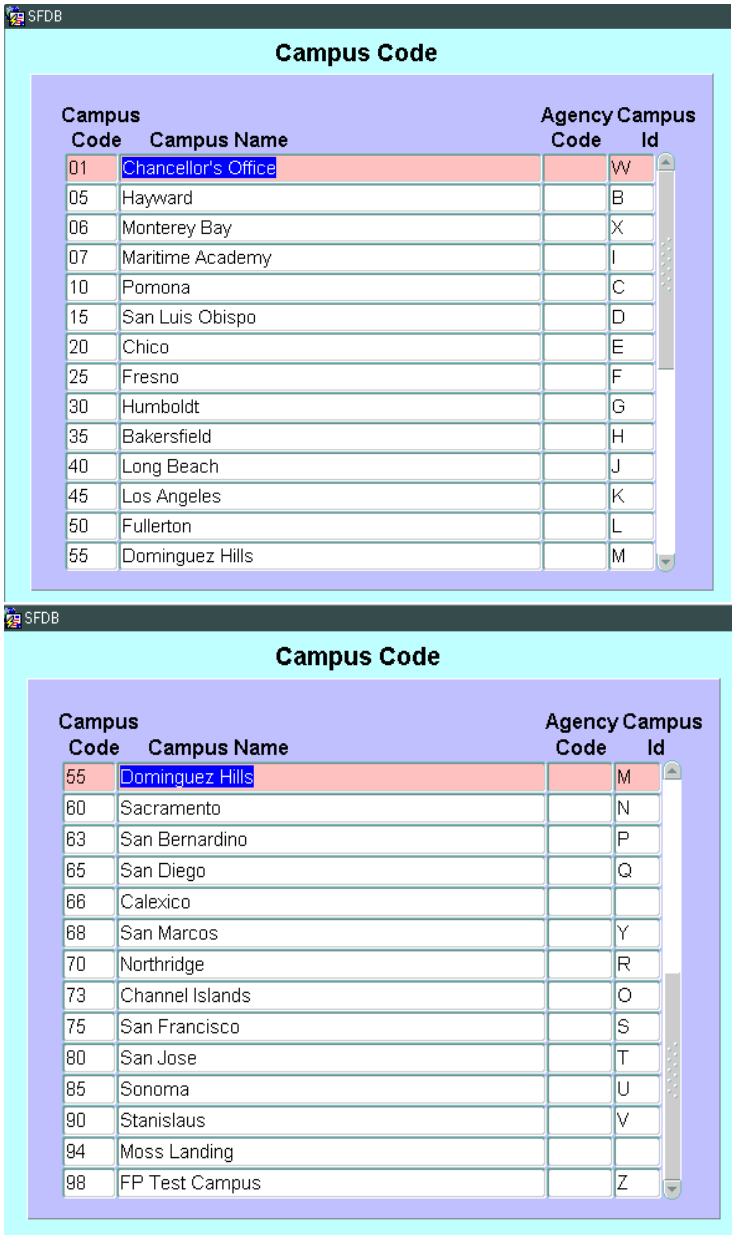
For example, to view one space:

1. Click "Enter Query" icon.
2. Enter query data in fields: such as Campus Code, Center Code, Facility No. and Facility Suffix Space No., Space Type, etc.
3. Click "Execute Query" icon to view the data you request.
4. Use Page Down key or ▶ to locate the space you want to update.

For example, to view all the space in one facility:

1. Click "Enter Query" icon.
2. Enter query data in fields: such as Campus Code, Center Code, Facility No. and Facility Suffix.
3. Click "Execute Query" icon to view the data you request.
4. Use Page Down key or ▶ to locate the space you want to update.

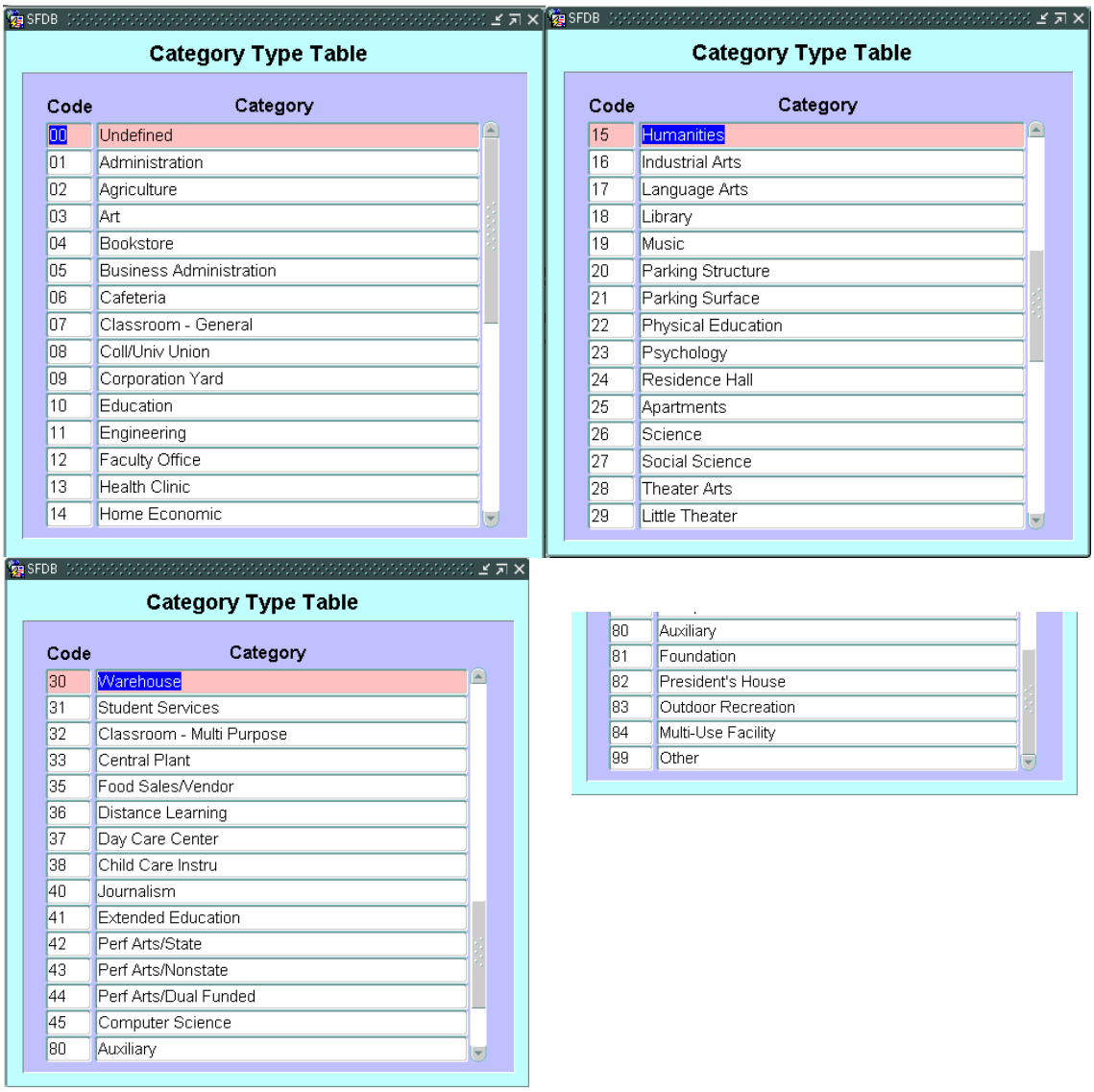
When user choose table **"Campus Code"**, the following screen will appear:



This screen is used to view campus codes and campus names in the database.

Use the [UP/DOWN ARROWS] to scroll the rows.

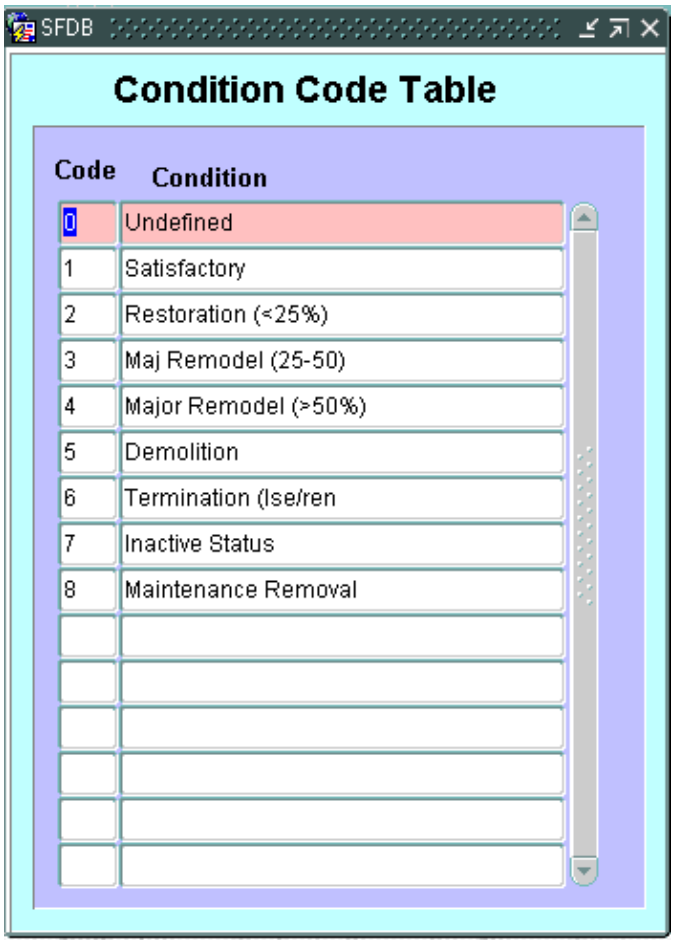
When user choose table **"Category Code"**, the following screen will appear:



This screen is used to view category codes and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

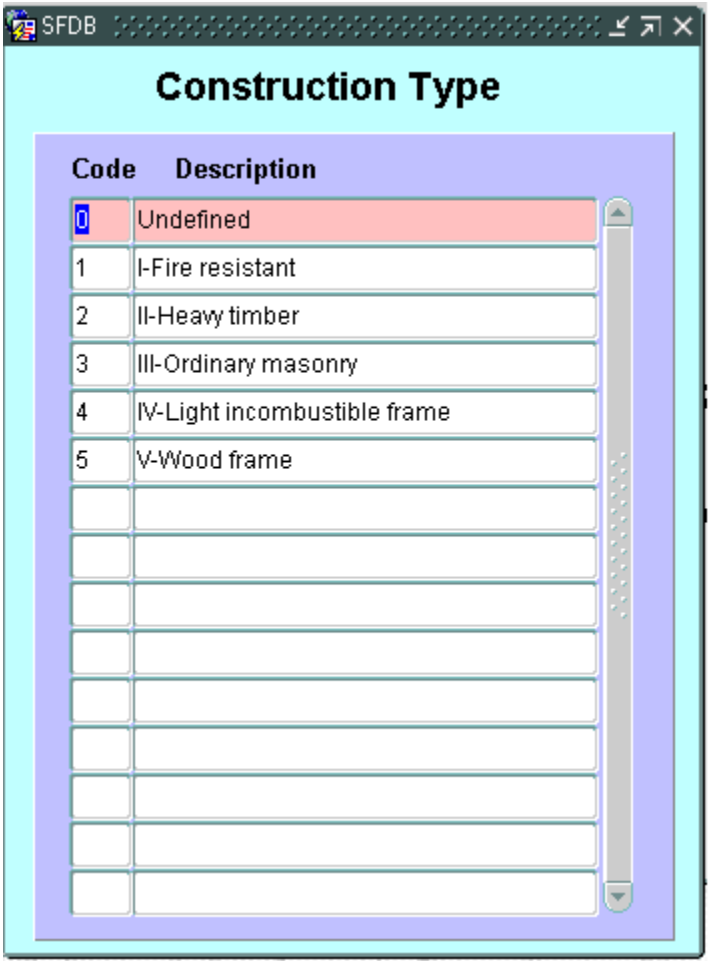
When user choose table **"Condition Code"**, the following screen will appear:



This screen is used to view condition codes and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

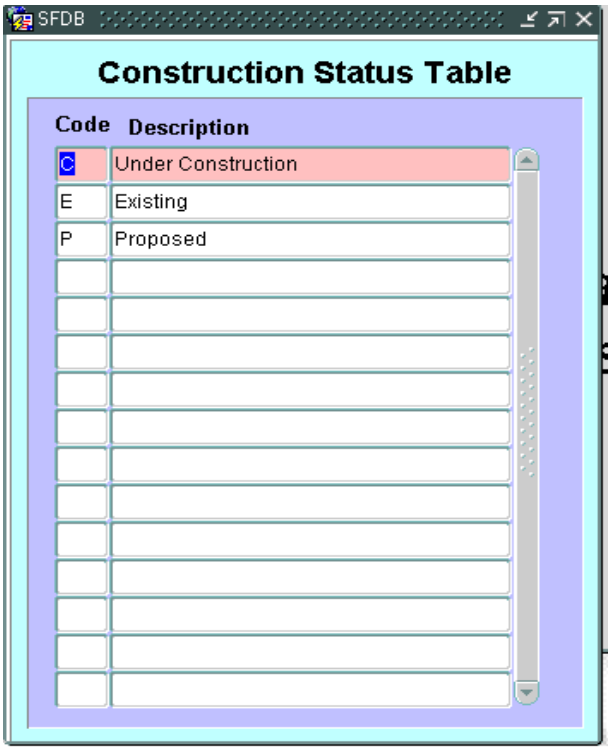
When user choose table **"Construction Type"**, the following screen will appear:



This screen is used to view construction type and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

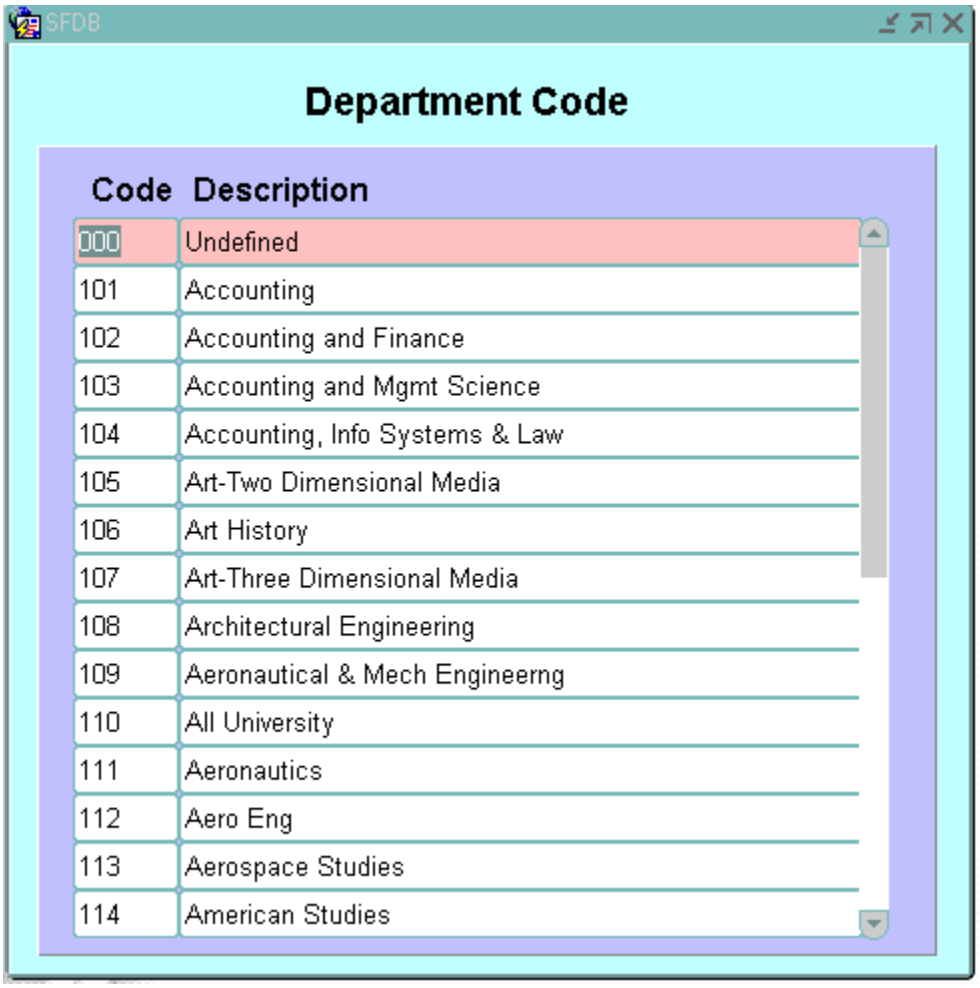
When user choose table **"Construction Status"**, the following screen will appear:



This screen is used to view construction status and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

When user choose table **"Department Code"**, the following screen will appear:

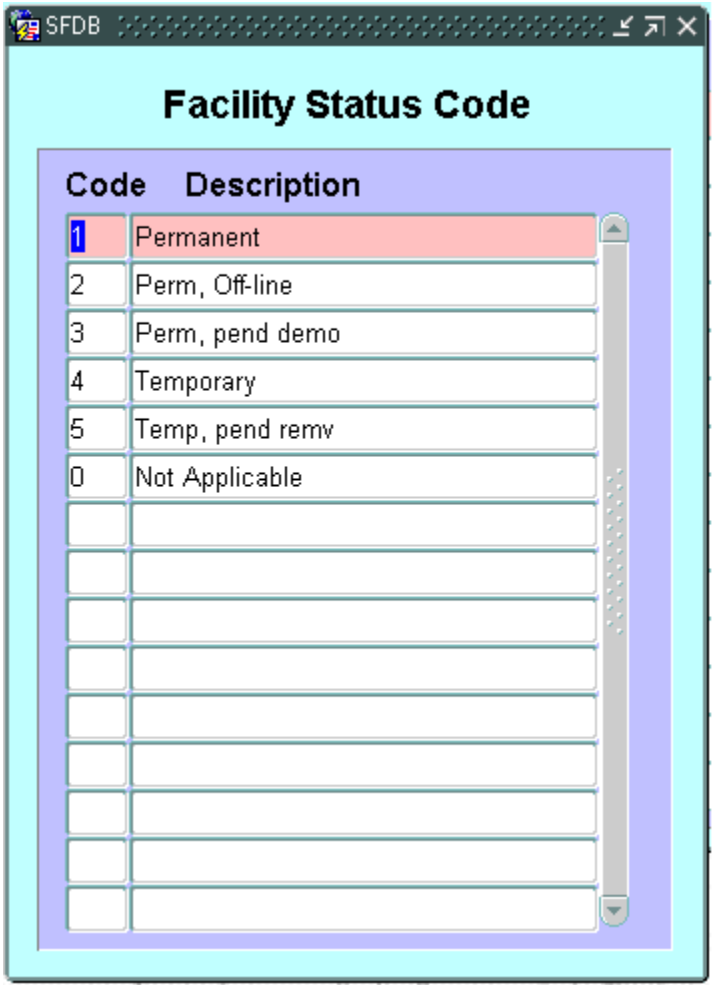


This screen is used to view department code and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

See **Appendix C** for entire list.

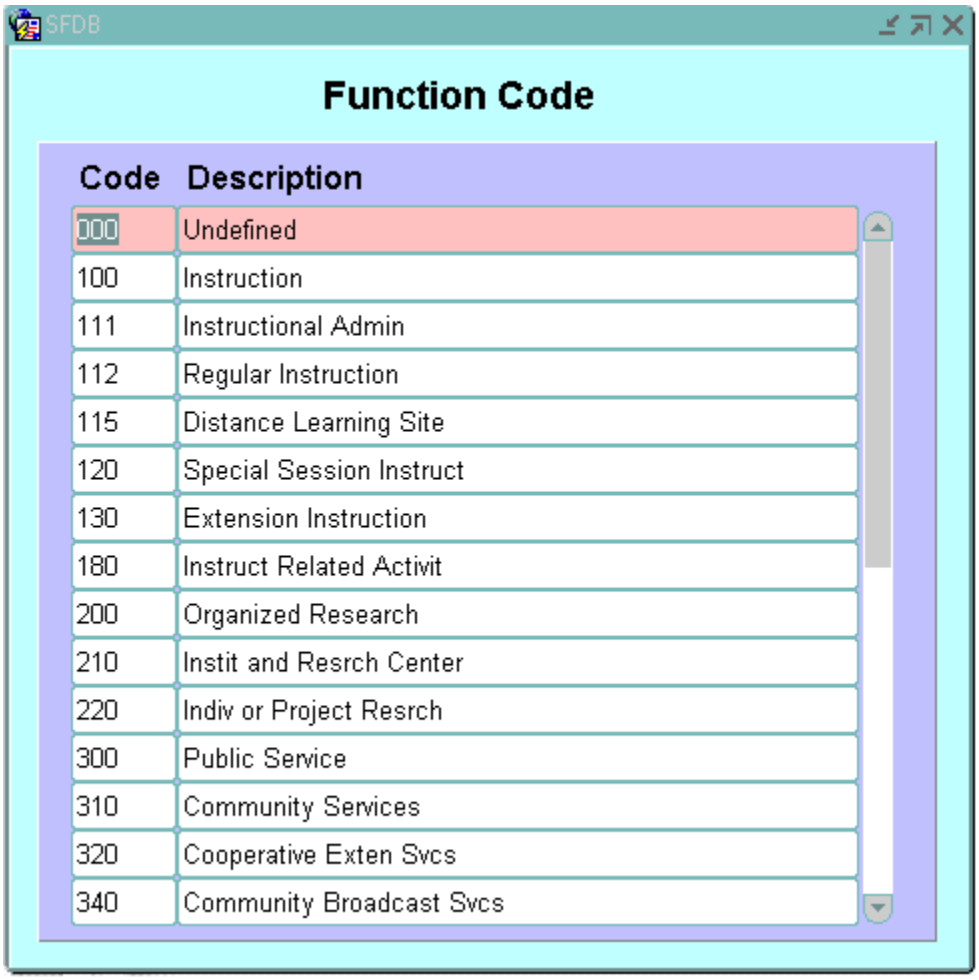
When user choose table **"Facility Status"**, the following screen will appear:



This screen is used to view the facility status codes and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

When user choose table **"Function Code"**, the following screen will appear:

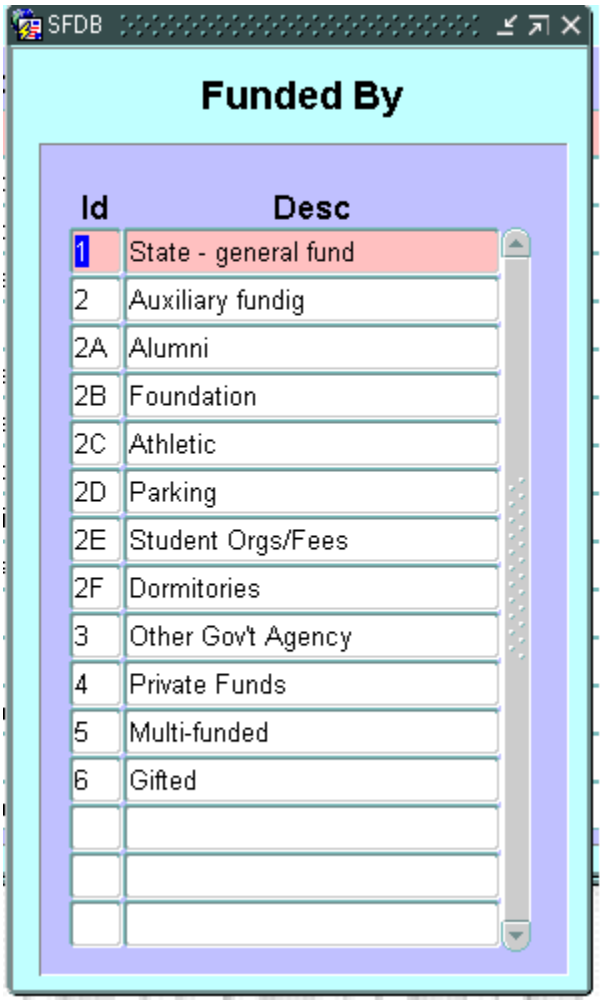


This screen is used to view function code and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

See **Appendix G** for entire list.

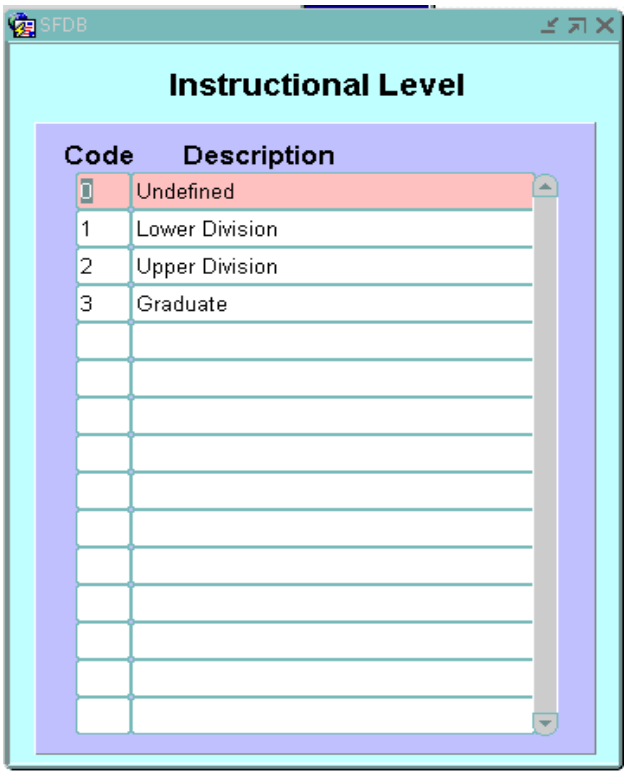
When user choose table **"Funded By"**, the following screen will appear:



This screen is used to view the funded by category and the descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

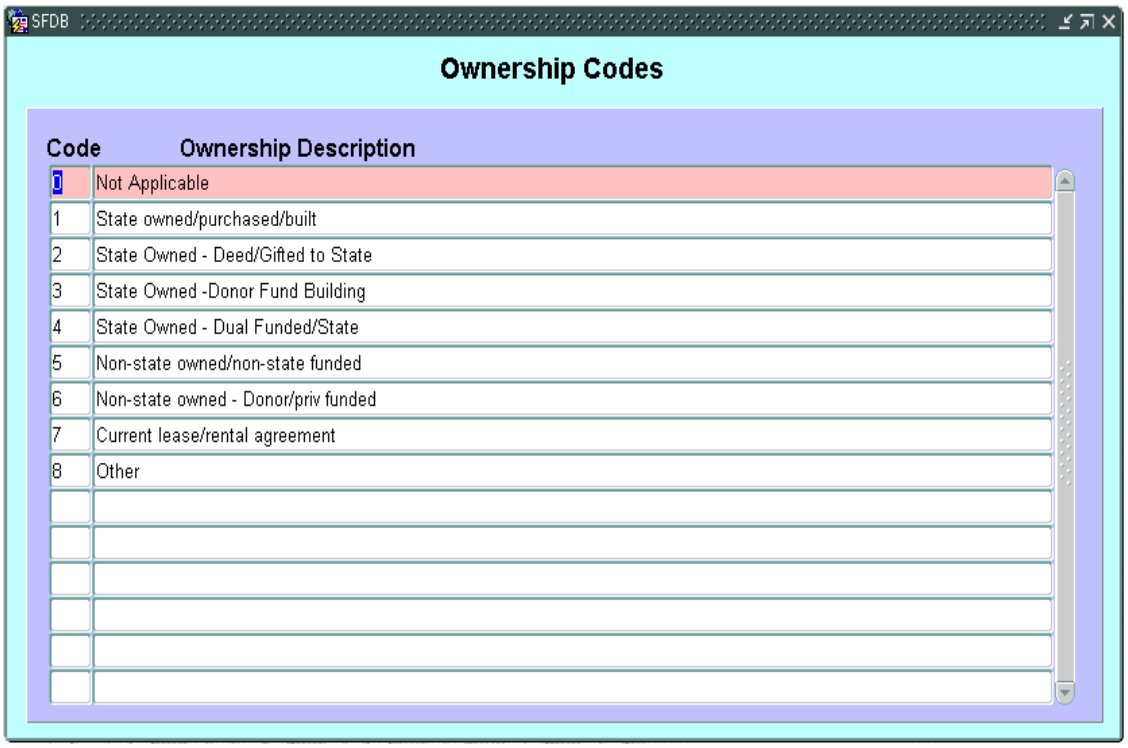
When user choose table **"Instructional Level"**, the following screen will appear:



This screen is used to view instructional level and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

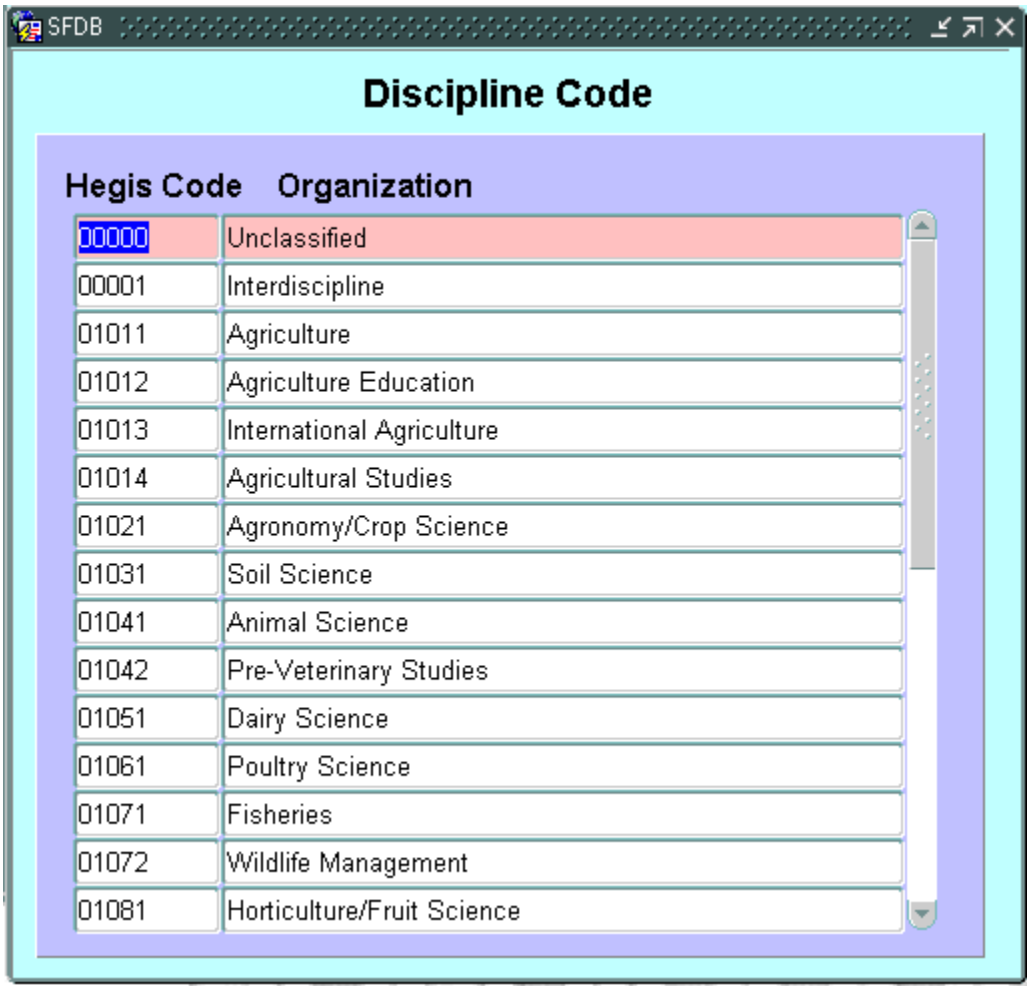
When user choose table **"Ownership Code"**, the following screen will appear:



This screen is used to view ownership codes and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

When user choose table **"Discipline Code"**, the following screen will appear:

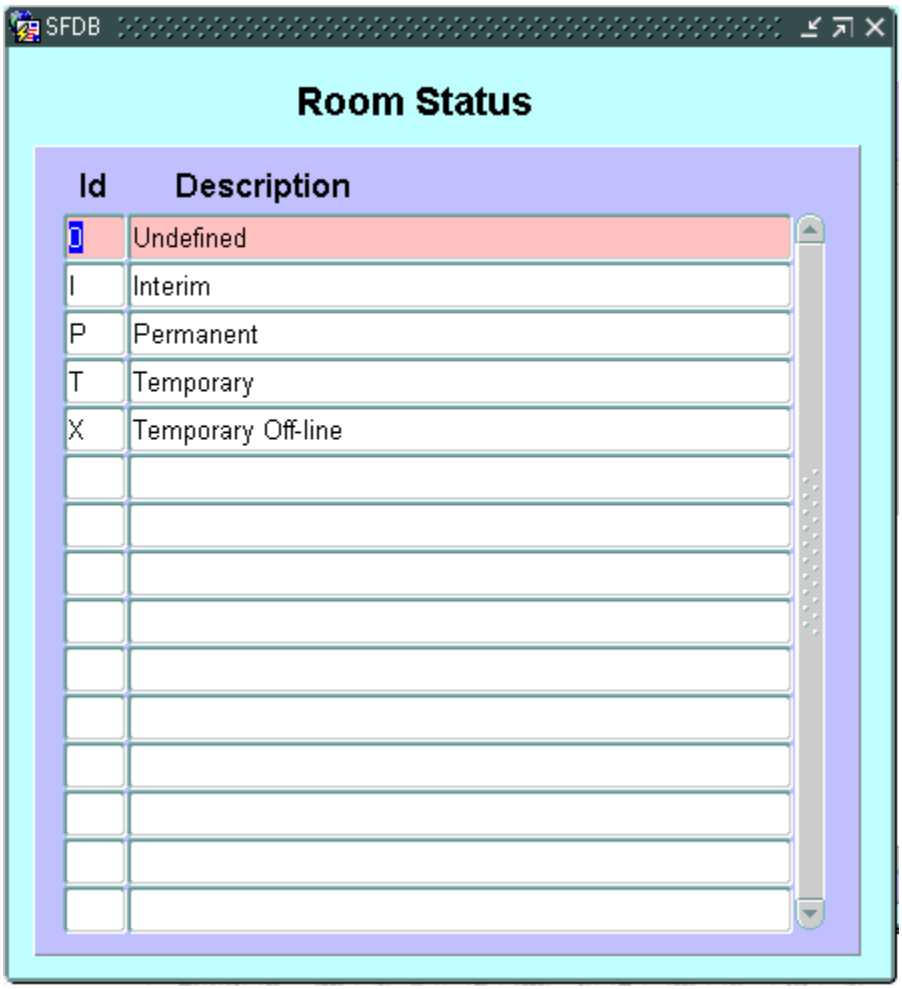


This screen is used to view discipline (HEGIS) codes and descriptions in the database. HEGIS, discipline and organizational unit are used interchangeably.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

See **Appendix D, E, and/or F** for entire list.

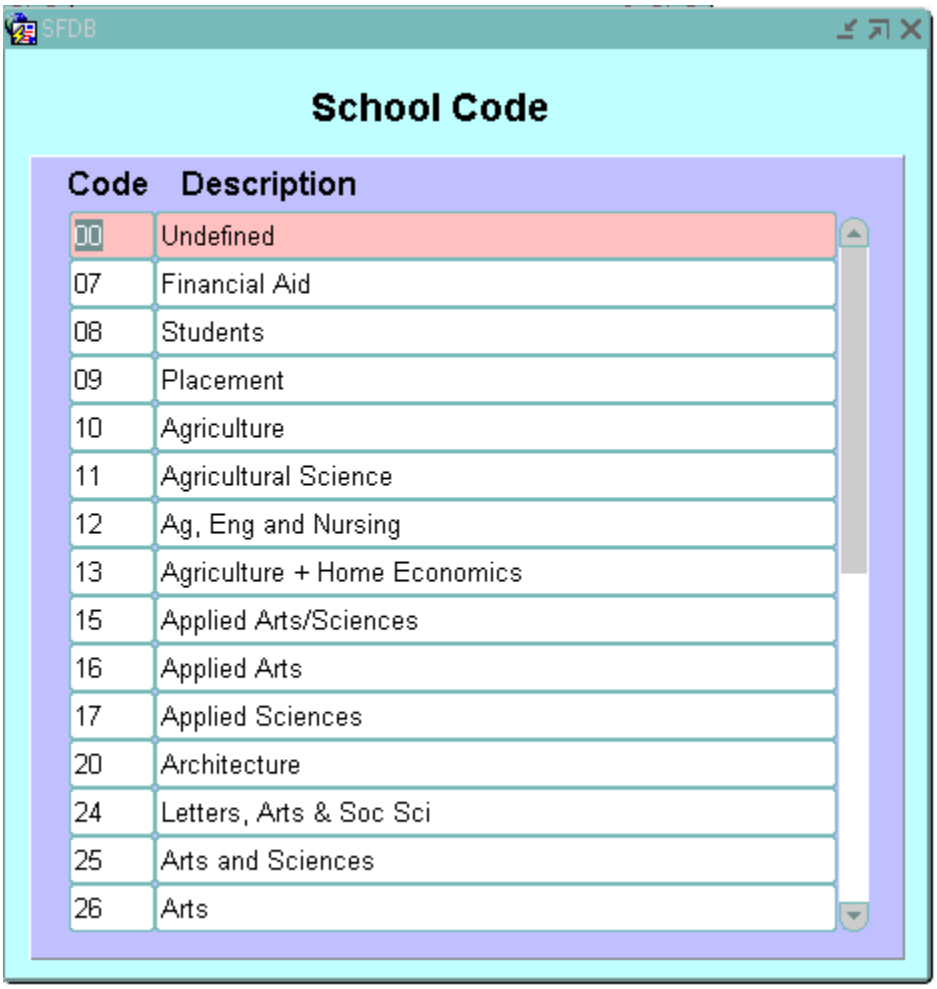
When user choose table **"Room Status"**, the following screen will appear:



This screen is used to view room status and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

When user choose table **"School Code"**, the following screen will appear:

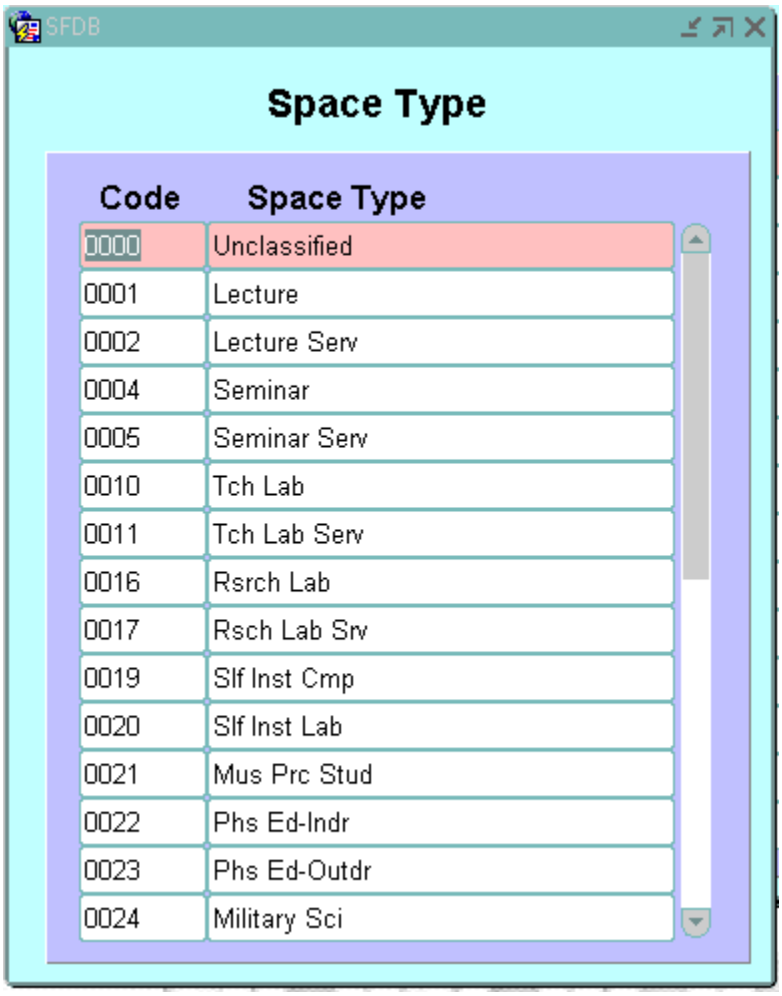


This screen is used to view school code and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

See **Appendix H** for entire list.

When user choose table **"Space Type"**, the following screen will appear:

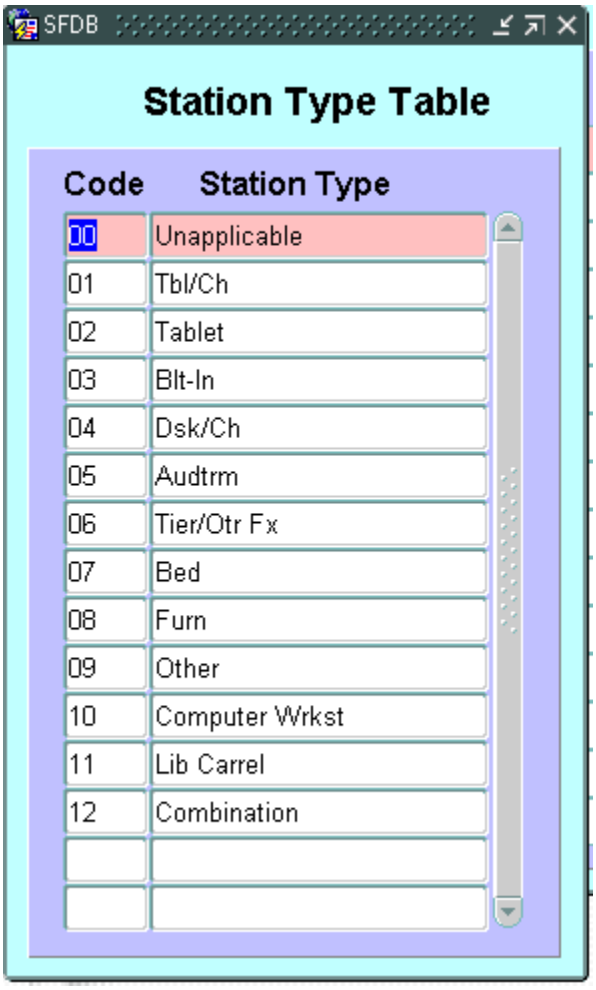


This screen is used to view space type code and descriptions in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

See **Appendix I** for entire list.

When user choose table **"Station Type"**, the following screen will appear:



This screen is used to view station type code and campus names in the database.

Use the **[UP/DOWN ARROWS]** to scroll the rows.

Number: 1

Data Element Name: **Transaction Type** (KEY)

Column Name: tran_type

Type: alpha

Length: 1

Beginning Position: 001

Ending Position: 001

Format: See Code Interpretation

General Description: A single alpha character designation that identifies whether the type of transaction is an update (U) of an existing record, an insert (I) of a new record, or a deletion (D) of an existing record.

Code Interpretation:

D = Delete
I = Insert (new record)
U = Update

Comments:
See Appendix B, Delete, Insert, Update.

Number: 2

Data Element Name: **Campus ID** (KEY)

Column Name: campus_id

Type: alpha

Length: 1

Beginning Position: 002

Ending Position: 002

Format: See Code Interpretation

General Description: An assigned single alpha character used to identify each entity within the California State University system.

Code Interpretation:

Bakersfield	H	Northridge	R
Channel Islands	O	Pomona	C
Chico	E	Sacramento	N
Dominquez Hills	M	San Bernardino	P
East Bay	B	San Diego	Q
Fresno	F	San Francisco	S
Fullerton	L	San Jose	T
Humboldt	G	San Luis Obispo	D
Long Beach	J	San Marcos	Y
Los Angeles	K	Sonoma	U
Maritime Academy	I	Stanislaus	V
Monterey Bay	X		

Number: 3

Data Element Name: **Campus Code** (KEY)

Column Name: campus_code

Type: num

Length: 2

Beginning Position: 003

Ending Position: 004

Format: See Code Interpretation

General Description An assigned two digit number used to identify each entity within the California State University system.

Code Interpretation:

Bakersfield	35	Long Beach	40	San Diego	65
Channel Islands	73	Los Angeles	45	San Francisco	75
Chico	20	Maritime Academy	07	San Jose	80
Dominquez Hills	55	Monterey Bay	06	San Luis Obispo	15
Fresno	25	Northridge	70	San Marcos	68
Fullerton	50	Pomona	10	Sonoma	85
Hayward	05	Sacramento	60	Stanislaus	90
Humboldt	30	San Bernardino	63		

Number: 4

Data Element Name: **Center Code** (KEY)

Column Name: center_code

Type: num

Length: 2

Beginning Position: 005

Ending Position: 006

Format: Blanks or "null" values are NOT valid

General Description: An assigned two-digit number used to identify separate centers, including the main campus, within each campus. Center is used in conjunction with campus.

Code Interpretation:

00 = Main campus

Number: 5

Data Element Name: **Facility Number** (KEY)

Column Name: fac_num

Type: num

Length: 3

Beginning Position: 007

Ending Position: 009

Format: Leading zeros are necessary for facility numbers 1 - 99
(For example: Facility number 1 = 001)

General Description: The numerical designation assigned by a campus to a facility. A facility is an independent structural aggregation of related spaces, i.e., a building. The facility number assigned by the campus should be consistent with the campus master plan.

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 6

Data Element Name: **Facility Suffix** (KEY)

Column Name: fac_suffix

Type: alpha

Length: 1

Beginning Position: 010

Ending Position: 010

Format: Dash (-) MUST be used for "null" values
(For example: If there is no facility suffix, dash must be used, not zeroes. Facility Number with no suffix: 001-)

General Description: A designation used in conjunction with the facility number to uniquely identify a structure of related spaces which are part of a facility, but which are to be considered separately.

Number: 7

Data Element Name: **Space Number** (KEY)

Column Name: space_no

Type: A/N

Length: 4

Beginning Position: 011

Ending Position: 014

Format: Leading zeroes are necessary for space numbers 1 - 999
(For example: Space number 100 = 0100)

General Description: A four digit numeric or alpha-numeric designation that uniquely identifies a space or room in a facility. A space is the smallest integral unit of assignable surface area bounded physically by walls or other material dividers, or functionally by use or functional assignment.

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 8

Data Element Name: **Space Suffix** (KEY)

Column Name: space_suf

Type: alpha/numeric

Length: 2

Beginning Position: 015

Ending Position: 016

Format: Dash (-) MUST be used for "null" values
(For example: If there is no space suffix, dashes MUST be used, not zeroes. Space number with no space suffix: 0001--)

General Description: The space suffix allows the campus, at its discretion, to accommodate room remodeling and identify functional areas without modifying the present numbering system.

Number: 9

Data Element Name: **Assignable Square Feet**

Column Name: asf

Type: num

Length: Minimum of 1

Beginning Position: 017

Ending Position: 022

Format: Numeric OR zero MUST be used for blanks.

General Description:

The total floor or surface area of a room or special area space assigned to or available for assignment to an occupant or user, including every type of space functionally usable by an occupant or user.

Comments:

Basis for Measurement: Assignable area is computed by measuring the inside face of walls and partitions.

Included: Offices, classrooms, laboratories, seminar and conference rooms, libraries, file rooms, storage rooms, special purpose rooms, etc.

Excluded: Deductions shall not be made for free-standing columns or architectural and structural projections.

Number: 10

Data Element Name: **Function Code**

Column Name: func_code

Type: num

Length: 3

Beginning Position: 023

Ending Position: 025

Format: See Code Interpretation

General Description: A numeric code that identifies the functional category to which a space is assigned. These functions are derived from NACUBO's *Management Reporting and Accounting for Colleges.*

Code Interpretation:

000 = unclassified

Also, see Function Codes in Appendix G.

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 11

Data Element Name: **Discipline Code**

Column Name: hegis

Type: num

Length: 5

Beginning Position: 026

Ending Position: 030

Format: See Code Intepretation

General Description: A five digit code representing the functional activity or organizational unit to which a room or space is assigned and which is actually occupying or using the space or is scheduled to do so.

Code Interpretation:
See Discipline Codes in Appendices D, E and/or F.

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 12

Data Element Name: **Department Code**

Column Name: rpt_unit

Type: num

Length: 3

Beginning Position: 031

Ending Position: 033

Format: See Code Interpretation

General Description: A standard code used throughout the CSU which uniquely identifies an Academic department.

Code Interpretation:

000 = unclassified

Also, see Department Codes in Appendix C.

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 13

Data Element Name: **School Code**

Column Name: school_code

Type: num

Length: 2

Beginning Position: 034

Ending Position: 035

Format: See Code Interpretation

General Description: A two-digit code used to identify the Academic Division or School of Study having jurisdiction over a space for a specific allocation.

Code Interpretation:

00 = unclassified

Also, see School Codes in Appendix H.

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 14

Data Element Name: **Space Type**

Column Name: sp_code

Type: num

Length: 4

Beginning Position: 036

Ending Position: 039

Format: See Code Interpretation

General Description: A code indicating the classification of a room or space based on the primary use or activity which occurs in the room or space.

Code Interpretation:
See Space Type Codes in Appendix I.

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 15

Data Element Name: **Instructional Level**

Column Name: inst_level

Type: num

Length: 1

Beginning Position: 040

Ending Position: 040

Format: See Code Interpretation

General Description: A code representing the instructional level of a laboratory and related auxiliary spaces. Most commonly used in association with teaching laboratories, research laboratories, and related service areas.

Code Interpretations:

Code	Level
0	Not Applicable
1	Lower Division
2	Upper Division
3	Graduate

Number: 16

Data Element Name: **Station Type**

Column Name: st_code

Type: num

Length: 2

Beginning Position: 041

Ending Position: 042

Format: See Code Interpretation

General Description: A code describing the type of stations contained within a particular space.

Code Interpretation:

Code	Station Type
00	Not Applicable
01	Tables and Chairs
02	Tablet Armchairs
03	Built-in Workstations
04	Desks and Chairs
05	Auditorium Seating
06	Other Fixed or Tiered Seating
07	Bed
08	Furniture
09	Other or Unknown
10	Computer Workstation
11	Library Carrel
12	Combination

Note: 1. The "list" function is available (see Chapter 2, pg 2.13 for details of "list" function).

Number: 17

Data Element Name: **Station Count**

Column Name: num_sta

Type: num

Length: Minimum of 1

Beginning Position: 043

Ending Position: 047

Format: Numeric OR zero MUST be used for blanks.

General Description: The number of work stations (students, faculty, etc.) in the room or space according to the space standards. In cases where extra stations have been placed in the room (in excess of the designed capacity of the room), report only those stations which represent the maximum capacity in accordance with the most recent space standards.

Number: 18

Data Element Name: **Room Status**

Column Name: rm_status

Type: alpha

Length: 1

Beginning Position: 048

Ending Position: 048

Format: See Code Intepretation

General Description: A code indicating the status of the room in terms of the campus master plan. This corresponds to the status of the facility in which the room is located.

Code Interpretation:

Code	Description	
P	Permanent :	A space in a facility designated as permanent on the campus master plan.
I	Interim:	A space in a permanent facility which is being used temporarily for activities which are not those for which the space was designed or for which it will be permanently used. This designation should only be used to indicate temporary use during construction, remodeling, or repair of a permanent facility.
T	Temporary:	A space in a facility designated as temporary on the campus master plan. This includes leased facilities.

DELETE (D): A delete means to remove an existing record.

INSERT (I): An insert means to add a new record. **ALL data elements** must be entered (see Appendix A for details on data elements).

UPDATE (U): An update means to change one or more data elements of an existing record. **ALL data elements** must be entered, even though only one element may be changing (see Appendix A for details on data elements).

To change a space number only and leave all the other information the same:

First, DELETE the entire record (Oracle will not allow the space number to be changed).

Second, INSERT the entire record again with the NEW space number.

To change only the FACILITY NUMBER (and/or name) with all the space information remaining the same, CPDC Space Management must be notified.

All **FACILITY** updates, deletes and inserts must be completed by CPDC Space Management.

000	Unclassified
001	Campus Defined
002	Campus Defined
003	Campus Defined
004	Campus Defined
005	Campus Defined
006	Campus Defined
007	Campus Defined
008	Campus Defined
009	Campus Defined
010	Campus Defined
011	Campus Defined
012	Campus Defined
013	Campus Defined
014	Campus Defined
015	Campus Defined
016	Campus Defined
017	Campus Defined
018	Campus Defined
019	Campus Defined
020	Campus Defined
021	Campus Defined
022	Campus Defined
023	Campus Defined
024	Campus Defined
025	Campus Defined
026	Campus Defined
027	Campus Defined
028	Campus Defined
029	Campus Defined
030	Campus Defined
031	Campus Defined
032	Campus Defined
033	Campus Defined
034	Campus Defined
035	Campus Defined
036	Campus Defined
037	Campus Defined
038	Campus Defined
039	Campus Defined
040	Campus Defined
041	Campus Defined
042	Campus Defined
043	Campus Defined
044	Campus Defined
045	Campus Defined
046	Campus Defined
047	Campus Defined
048	Campus Defined
049	Campus Defined
050	Campus Defined
051	Campus Defined
052	Campus Defined
053	Campus Defined
054	Campus Defined
055	Campus Defined
056	Campus Defined
057	Campus Defined
058	Campus Defined
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069	Campus Defined
070	Campus Defined
071	Campus Defined
072	Campus Defined
073	Campus Defined
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076	Campus Defined
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079	Campus Defined
080	Campus Defined
081	Campus Defined
082	Campus Defined
083	Campus Defined
084	Campus Defined
085	Campus Defined
086	Campus Defined
087	Campus Defined
088	Campus Defined
089	Campus Defined
090	Campus Defined
091	Campus Defined
092	Campus Defined
093	Campus Defined
094	Campus Defined
095	Campus Defined
096	Campus Defined
097	Campus Defined
098	Campus Defined
099	Campus Defined
101	Accounting
102	Accounting and Finance
103	Accounting and Management Science
104	Accounting, Info Systems and Law
105	Art-Two Dimensional Media
106	Art History

107	Art-Three Dimensional Media
108	Architectural Engineering
109	Aeronautical & Mechanical Engineering
110	Aero
111	Aeronautics
112	Aero Eng
113	Aerospace Studies
114	American Studies
115	Admin, Counseling, and Technology
116	Admin & Counseling Education
117	Administration and Supervision
118	Advanced Study
119	Asian-American Studies
120	Afrotc
121	Afro-American Studies
122	Agriculture
123	Agricultural Business Management
124	Agricultural Education
125	Agricultural Engineering
126	Ag Ind/Ed
127	Agricultural Management
128	Animal Husb
129	Animal Science
130	Asian African Studies
131	All College
132	All School
133	Anthrop/Geog
134	Anthropology
135	Architecture
136	Art
137	Astronomy
138	Athletics
139	Audio-Visual
140	Behavioral and Social Science
141	Behav Sci Ed
142	Behavioral Science
143	Agriculture Economics
144	Animal and Veterinary Science
145	Biology
146	Biological Sciences
147	Department of the Arts
149	Administrative and Counseling
148	Advanced Studies in Education
150	Black Studies
151	Agricultural Science/Vocational Agriculture
152	Aerospace Engineering
153	Botany
154	Chemical and Materials Engineering
155	Computer Information Systems
156	Educational Leadership and Policy Studies
157	Broadcast Communication Arts
159	Clinical Sciences
158	Curriculum and Instruction
160	Business
161	Business Administration
162	Bus/Econ
163	Business Education
164	Business Law and Finance
165	Bus Mgt/Mkt
166	Business Management
167	Business Information and Finance
168	Chemistry and Biochemistry
169	Chicano-Latino Studies
170	Center for Interdisciplinary Science
171	Center for Advanced Med Technology
172	Cell/Mol Bio
173	Consumer & Family Studies/Dietetics
174	City and Regional Planning
175	Chemical Engineering
176	Civil/Env Eng
177	Child Development/Home Economics
178	Chemistry
179	Child Development
180	Civil Engineering
181	Civ Eng/Appl Mech
182	Classics
183	Classical and Oriental Languages
184	Computer Engineering
185	Construction
186	Communications
187	Communication Arts
188	Communication Arts and Sciences
189	Computer Science
190	Computer Science and Statistics
191	Comparative Literature
192	Counseling
193	Counselor Education
194	The Inter-Arts Center
195	Creative Arts/Hum
196	Creative Writing
197	Criminology
198	Crop Science
199	Cybernetic Systems
200	Consumer & Family Studies/Dietetics
201	Dairy
202	Communication Disorders
203	Dairy and Poultry Science
204	Bus Comp Info and Prod Mgt
206	Dance
205	Communication
208	Data Processing
209	Deaf Studies
210	Continuing Education
211	Design and Industry
212	Program of Design
213	Graphic Design

214	Interior Design
217	Development, Admin, & Technology
221	Drama
224	Biomedical Engineering
225	Center for Regenerative Studies
226	English and Foreign Languages
227	Ed Fnd and Inter Studies
228	Earth Sciences/Geology
229	Education Technology Center
230	Earth Science
231	Earth/Phs Sci
232	Educ Admin & Interdisciplinary Studies
233	Ecol/Sys Bio
234	European Studies
235	Economics
236	Economics and Statistics
237	Electrical and Computer Engineering
238	Exploratory Program
239	Environmental Studies
240	Education
241	Educational Administration
242	Educational Psychology
243	Ed Psych/Soc Fnd
244	Secondary & Postsecondary Educ
245	Teacher Preparation
246	Educational Foundations
247	Electrical Engineering
248	Electrical and Electronic Engineering
249	Electron Eng
250	Engineering Services
251	Elementary Education
252	Engineering
253	Engineering Technology
254	English
255	English Language and Literature
256	Environmental Engineering
257	Environmental Resources
258	Ethnic Studies
259	Expressive Arts
260	Cinema
261	Electrical and Computer Engineering
262	Finance
263	Finance and Industry
264	Finance and Law
265	Finance, Insurance, and Real Estate
266	Finance, Real Estate, Law
270	Fine Art
271	Fine Arts/Music
273	Fisheries
276	Food Science
277	Foods and Nutrition
278	Human Nutrition and Food Science
279	Food Marketing & Agribusiness Mgmt
280	Foreign Languages
281	Foreign Language and Literature
283	Forestry
285	French
286	French and Italian
301	General Engineering
302	General Studies
305	Geography
306	Geography & Human Environ Studies
307	Geosciences
308	Geological Sciences
310	Geology
311	Geolological and Physical Sciences
314	Gerontology
315	German
316	German and Russian
317	German, Classical, & East Languages
320	Government
323	Graphic Comm
325	Guid/Pup Pers Svc
329	Kinesiology and Health Promotion
330	Health Studies
331	Health and Physical Education
332	Health and Safety
333	Health and Safety Education
334	Health Education
335	Health Ed/Safety
336	Health Ed, Physical Ed & Recreation
337	Health Science
338	Allied Health
339	Hotel and Restaurant Management
340	Hospitality Management
341	Honors
347	Higher Education
348	History
349	Home Economics
350	Humanities
351	Human Development
352	Human Services
359	India Studies
360	Industrial Management
361	Industrial Arts
362	Ind Arts/Tech
363	Ind Eng
364	Industrial Studies
365	Industrial Technology
366	Industrial Technology
367	Industrial Ed
368	Information Systems
369	Information & Decision Sciences
370	Instructional Technology
371	Instructional Media
372	Interdis Eng Subj

373	Interdisciplinary Studies in Education
374	Internat Ag
375	International Relations
376	Interdisciplinary Studies
377	Intercollegiate Athletics
378	Industrial and Manufacturing Engineering
379	International Business
380	Instructional Television
405	Jewish Studies
411	Journalism
412	Journalism and Advertising
413	Journal/Broadcast
421	Kinesiology
428	Labor Studies
429	La Raza Studies
430	Language Arts
431	Landscape Architecture
434	Latin-American Studies
435	Law Enforcement and Administration
437	Learning Skills
440	Library Science
441	Librarianship
450	Linguistics
459	Liberal Studies
460	Apparel Merchandising and Mgmt
461	Management
462	Management and Marketing
463	Management Science
464	Management Information Systems
467	Manpower Admin
468	Manpower Management
471	Marine Biology
472	Maritime Management
473	Maritime Operations
475	International Business & Marketing
476	Marketing
477	Marketing and Transportation
478	Mass Communications
480	Monterey County Center
481	Materials Science
484	Center for Science and Math Education
485	Mechanical and Chemical Engineering
486	Mathematical Science
487	Mathematics
488	Mechanics Civil & Indust Engineering
489	Moss Landing
490	Mechanical Eng
491	Mechanical/Materials
492	Men’s Phys Ed
493	Meteorology
494	Mexican-American Studies
495	Microbiology
496	Microbiology and Public Health
497	Military Science (Rotc)
498	Music
499	Music/Art
500	Multicultural Education
501	Music and Dance
505	Natural Resources
510	Natural Science
512	Nature Studies
513	New College
514	Naval Science
515	Nursing
520	Native American Studies
530	Supplemental Instruction
531	Occupational Therapy
533	Oceanography
535	Office Admin
536	Office Admin & Business Education
539	Technology & Operations Management
540	Operations Research
541	Operations Research and Statistics
551	Organizational Behavior & Environ
556	Ornamental Horticulture
557	Pacific Rim Studies
558	Performing Arts
559	Petroleum Land Studies
560	Philosophy
561	Photography
562	Physical Education
563	Physical Education and Recreation
564	Phys Ed-Men
565	Phys Ed-Women
568	Physical Science
569	Physical Therapy
571	Physics
572	Physics and Astronomy
573	Physics and Physical Science
575	Physiol/Behav Bio
576	Plant Science
577	Plant and Soil Science
578	Police Science and Administration
580	Political Science
582	Poultry
584	Print Tech/Mgt
586	Prod/Pers
587	Public Health
588	Public Safety
590	Psychology
591	Psych Fnd
596	Public Admin & Urban Studies
597	Pupil Personnel Services
598	Public Administration
599	Peace and Conflict Studies
601	Business Analysis & Computer Systems

604	Anatomy and Physiology
620	Range Management
631	Recreation
632	Rec Ed
633	Recreation Management
634	Recreation and Leisure Studies
641	Radio and Television
642	Reading
650	Religious Studies
655	Russian Area Studies
659	School Admin/Social Foundations
660	School Admin and Supervision
661	Science
662	Science/Math
663	Secondary Ed
664	Social & Philosophical Foundations
665	Social Science
666	Social Science Research
669	Social Foundations
670	Social Work
671	Social Work Education
675	Sociology
676	Sociology and Anthropology
677	Soc/Social Welfare
678	Social Welfare
680	Soil Science
682	Spanish
683	Spanish and Portuguese
684	Arabic Studies
685	American Language Program
686	Speech
687	Speech Arts
688	Speech and Communication
689	Speech and Drama
690	Speech, Drama and Dance
692	Speech Pathology and Audiology
693	Speech and Hearing Science
695	Special Education
696	Special Programs in Education
697	Statistics
701	Teacher Education
702	Technological Studies
703	Telecommunications and Film
710	Theatre Arts
711	Theatre and Dance
720	Thermal-Fluid Sys
725	Trans. Engr.
729	Tutorials
730	Urban and Regional Planning
732	Urban Studies
738	University Studies
745	Veterinary Science
750	Academic Village
760	Watershed Management
770	Welding & Metallurgical Engineering
775	Wildlife Management
778	Women's Athletics
780	Women's P E
781	Women Studies
785	World Business
787	World and Comparative Literature
870	Zoology
998	Library
999	All Departments

Undeclared	00000
Interdiscipline	00001
Accountancy	05021
Accounting and Finance	05025
Accounting Information Systems	07022
Actuarial Science	05073
Adult Secondary Education	08071
Advertising	06041
Aeronautics	09022
Aerospace Engineering	09021
Aerospace Studies	18031
African Studies	03051
African-American Studies	22111
Agricultural Biology/Plant Science	01991
Agricultural Business	01121
Agricultural Chemistry	01992
Agricultural Communication	01015
Agricultural Engineering	09031
Agricultural Studies	01014
Agricultural Systems Management	01161
Agriculture	01011
Agriculture and Farm Management	01101
Agriculture Economics	01111
Agriculture Science/Education	01012
Agronomy/Crop Science	01021
Air Cond Engineering Technology	09253
All College Honors	49992
American Studies	03131
Anatomy	04121
Animal Health Science	01043
Animal Science	01041
Anthropology	22021
Anthropology/Geography	22992
Apparel and Interior Design	13991
Apparel Merchandising/Management	13031
Apparel/Textile/Manufact Mgmt	05085
Applied Archaeology	22032
Applied Behavior Analysis	20996
Applied Mathematics	17031
Applied Physics	19025
Applied Statistics	17022
Applied Studies	49995
Aquatic Biology	04182
Arabic	11121
Archaelogy	22031
Architectural & Bldg Science	02020
Architectural Engineering	09041
Architecture	02021
Archives and Records Administration	22059
Armenian Studies	03991
Armenian, Portuguese	11191
Art	10021
Art Administration	10992
Art History	10031
Art, Studio Performance	10022
Artificial Intelligence	07036
Arts and Humanities	15999
Asian Studies	03011
Asian/American Studies	22996
Asian/Asian-American Studies	22999
Asian-American Studies	22998
Assistive and Rehabilitative Technology	12224
Astronautics	09023
Astronomy	19111
Athletic Training	08375
Athletics	08354
Atmospheric and Oceanic Science	19173
Atmospheric Science/Meteorology	19131
Audio Engineering	10060
Audiology	12202
Auditing	05023
Aviation	08396
Aviation	09026
Bacteriology	04031
Banking	05042
Behavioral and Social Sciences	49035
Behavioral Science	20991
Bilingual - Multicultural Education	08994
Bilingual Journalism	06924
Bilingual/Bicultural Studies	15052
Biochemical Engineering	09052
Biochemistry	04141
Bioinformatics	07994
Biology	04011
Biology - Mathematics	49996
Biology and Ecology	04017
Biomedical Engineering/Bioengineering	09051
Biomedical Physics	04152
Biomedical Quality Systems	09994
Biomedical Science	04153
Biophysics	04151
Biostatistics and Biometry	04191
Biotechnology	04991
Botany	04021
Broadcast Arts	06051
Business Administration	05011
Business Administration and Life Sciences	05016
Business and Technology	05068
Business Computer Telecom	05991
Business Economics	05171
Business Education	05012
Business Information Systems	07026
Business Statistics	05031

Business, Special Interest	05993
California Studies	03132
Canadian Studies	03992
Cell and Molecular Biology	04171
Central American Studies	03085
Chemical Engineering	09061
Chemical Physics	19081
Chemistry	19051
Chicano/Latino Studies	22131
Child Development/ECE	08231
Child/Family Development	13052
Chinese	11071
Cinema/Film (Performance)	10102
Cinema/Film/Video/Electronic Media	10101
City and Regional Planning	02061
Civil and Environment Engineering	09993
Civil and Environmental Engr	49047
Civil Engineering	09081
Classics	15041
Clinical/Biomedical Lab Science	12231
Coastal/Watershed Science/Policy	49052
Cognitive Studies	49016
Communication & Media Studies	06015
Communication Design	06012
Communication/Communication Studies	06011
Communicative Disorders	12201
Community College Education	08061
Community Services	21011
Community/Clinical Psychology	20031
Comparative Literature	15031
Computational & Applied Math	17033
Computational Science	07992
Computer Engineering	09094
Computer Engineering	09259
Computer Graphics	07993
Computer Networks	07029
Computer Science	07011
Computer Science and Information Tech	07012
Computer-Based Education	08995
Concrete Industry Management	05015
Concrete Industry Management	09995
Concurrent MBA/MFA Theatre Mgmt	10075
Conflict Resolution	49039
Construct Engineering Tech - Mgmt	09254
Construction Engineering	09082
Construction Management	05017
Consumer Svcs & Advocacy	13021
Corporate Financial Management	05044
Corrections	21052
Counsel and Guidance Higher Ed	08262
Counseling (Psychology)	20041
Counseling and Guidance	08261
Creative Writing	15071
Criminal Justice	21051
Criminal Justice Studies	21050
Criminalistics/Forensic Science	19991
Criminology	22091
Cultural Resources Management	22994
Curriculum and Instruction	08291
Cybernetic Systems	07051
Cybersecurity	07031
Cytotechnology	12234
Dairy Science	01051
Dance	10081
Dance - Performance	10082
Data Science	17035
Deaf Studies	21044
Design	10023
Developmental Psychology	20091
Dietetics/Food Admin/Nutrition	13061
Digital Arts	10017
Digital Publishing	06993
Digital Supply Chain Mgmt	05075
Diversified Studies/Education	49081
Doctor of Nursing Practice	12033
Doctor of Physical Therapy-CSU	12122
Dramatic Writing	10076
Early Childhood Studies	08232
Earth Sciences	19171
East Asian Studies	03021
E-Business	05013
Ecological Conservation	04202
Ecological Economics	01155
Ecological Restoration	49103
Ecology	04201
Economics	22041
Educ Leader-CSU EdD P-12 & CC	08274
Education	08011
Education - Advanced Studies	08991
Education – Communic Handicapped	08121
Education – Learning Handicapped	08181
Education – Multiple Handicapped	08201
Education – Physically Handicapped	08191
Education – Severely Handicapped	08101
Education - Special Interest	08993
Education – Visually Handicapped	08141
Education Administration/Leadership	08271
Education Leadership-CSU EdD-P-12	08272
Education Leadership-CSU-EdD-CC	08273
Education of the Gifted	08111

Education Supervision	08281
Educational Psychology	08221
Educational Research	08241
Electrical and Computer Engineering	09095
Electrical and Electronic Engineering	09093
Electrical Engineering	09091
Electronic Engineering	09092
Electronic Engineering Technology	09255
Elementary Education	08021
Emergency Services Administration	21992
Energy and Climate	49104
Energy, Environment, and Society	49102
Engineer Sci/Aerospa/Mech Engr	09020
Engineering	09011
Engineering - Applied Mechanic	09211
Engineering Management	49042
Engineering Mathematics	09261
Engineering Science	09012
Engineering Technology	09251
English	15011
English Composition	15013
English Education	08225
English Literature	15021
Enology	01132
Entertainment/Tourism Management	05083
Entomology	04211
Entrepreneurship	05997
Environ Resources Engineering	09222
Environmental Biology	04012
Environmental Design	02011
Environmental Education	08341
Environmental Engineering	09221
Environmental Engineering Technology	09262
Environmental Resource Management	49051
Environmental Science	49011
Environmental Science-Joint Program	49010
Environmental Studies	49101
Environmental Systems	49041
Environmental/Occupational Health	12142
Epidemiology	04154
Equity and Social Justice	08131
European Studies	03101
Evolutionary Biology	04016
Exercise Physiology and Nutrition	08356
Exercise Science	08357
Exercise Science/Exercise Physiology	08355
Facilities Engineering Technology	09263
Family and Consumer Sciences	13011
Finance	05041
Financial Computer Systems	07024
Financial Services	05043
Fine and Creative Arts	10011
Fine Arts, Other	10991
Fire Protection Admin and Tech	21991
Fire Protection Svcs	21993
Fisheries Biology	01071
Fitness/Sports and Exercise	08349
Food Science	01131
Food Science Technology	01130
Forensic and Behavioral Sciences	19992
Forensic Psychology	20995
Forest, Watershed and Wildland Science	01156
Forestry	01141
Foundations of Education	08211
French	11021
French Studies	03121
Game & Interact Media Design	10095
Gender/Ethnic/Women's Studies	22991
Gender/Women's and Gay/Lesbian Studies	22990
General Studies/Tutorials	49013
Genetic Counseling	12171
Genetics	04221
Geochemistry	19151
Geographic Information Systems	22063
Geography	22061
Geology	19141
Geomatics Engineering	09252
Geophysics	19160
Geosciences	19172
German	11031
Gerontology	12043
Gerontology	21043
Global Supply Chain Management	05105
Government - Journalism	49033
Graphic Art/Design	10091
Graphic Communication	06994
Graphic Communications	08392
Greek	11101
Health and Human Services	49071
Health and Safety Education	08371
Health Behavioral Science	12143
Health Care Mgmt/Admin	12021
Health Communication	06013
Health Science	12011
Health Services Administration	12025
Hebrew	11111
Higher Education	08051
High-Technology Management	05065
Hindi	11131
History	22051

Holistic Health	08372
Horticulture/Fruit Science	01081
Hospitality, Recreation, and Tourism	21025
Hotel/Hospitality Management	05081
Human Biological Sciences	04014
Human Development	20993
Human Factors/Ergonomics	20994
Human Resources/Personnel Management	05151
Human Rights/Global Peace Studies	49037
Human Services, Collaborative	21042
Human Sexuality Studies	49019
Humanistic Studies	49018
Humanities	15991
Humanities/Arts/Social Science	49031
Humanities/Social Sciences	49034
Industrial Arts	08393
Industrial Design	08391
Industrial Design	10025
Industrial Engineering	09131
Industrial Management	05063
Industrial Management	09132
Industrial Relations	05161
Industrial Technology	08394
Industrial Technology	09133
Industrial/Organizational Psychology	20081
Info Tech and Communication Design	07030
Informatics	07020
Information Science/Studies	07015
Information Systems	07021
Information Technology	07028
Instructional Media/Technology	08992
Insurance and Risk Management	05121
Interdis Health/Rehab Sci	12012
Interior Architecture	02022
Interior Design	02031
International Agriculture	01013
International Business	05131
International Policy Analysis	21023
International Relations	22101
International Security/Conflict	22103
International Studies	22977
International/Global Studies	22997
Islamic Studies	15103
Italian	11041
Italian Studies	03122
Japanese	11081
Jewish Studies	22151
Jewish Studies	49038
Journalism	06021
Kinesiology	08351
Knowledge Mangement	07027
Korean	11196
Labor Studies	22993
Landscape Architecture	02041
Landscape Irrigation Science	01993
Language Education	11012
Language Studies	15012
Languages and Cultures, World	11011
Latin	11091
Latin American Studies	03081
Latin-American Studies/Business Admin	49061
Latin-American Studies/Public Health	49062
Law Enforcement Intelligence Analysis	21054
Leadership Studies	49060
Legal Environment of Business	05995
Legal Studies, General	22074
Liberal Arts	15996
Liberal Arts	49017
Liberal Arts and Engineering Studies	49009
Liberal Studies	49012
Liberal Studies (Hutchins School)	49015
Library and Information Science	16011
Linguistics	15051
Linguistics and Anthropology	22024
Management	05061
Management Information Systems	07023
Management Science/Operations Research	05072
Manufacturing Engineering	09134
Manufacturing Engineering Technology	09256
Manufacturing Processes	09991
Marine Biology	04181
Marine Engineering Technology	09258
Marine Science	49022
Marine Transportation	49044
Marketing	05091
Marketing Analytics	05074
Marriage and Family Therapy	13051
Mass Media	06010
Master of Professional Acct	05024
Materials Engineering	09151
Mathematics	17011
Mathematics and Science Education	08997
Mathematics Education	17012
Mathematics Literacy	17991
Mechanical Engineering	09101
Mechanical Engineering Technology	09257
Mechatronic Engineering	09102
Media Management	06032

Medical Microbiology	04112
Medical Product Development Management	05067
Meeting and Event Planning	05086
Mental Health Counseling	12220
Metallurgical Engineering	09141
Microbiology	04111
Middle Eastern Studies	03091
Middle School Education	08041
Military Science	18011
Modern Greek Studies	03102
Modern Jewish Studies	15102
Modern Languages	11194
Molecular Biology	04161
MS Engr and MBS (concurrent)	49058
MS Region Plan/Engr (concur)	49046
Multicult & Diversity Studies	49040
Multimedia	06991
Museum Studies	49036
Music	10051
Music - Performance	10041
Music Education	10052
Music Industry and Technology	10053
Musical Theatre	10073
National Cybersecurity Studies	49005
National Security Studies/Homeland Sec	22102
Native American Studies	22121
Natural Resources	01151
Natural Resources Planning	01153
Natural Science/Life Science	49021
Naval Science	18021
New College	49997
Non-Profit Management	05066
Norwegian	11141
Nuclear Engineering	09201
Nuclear Medicine Technology	12232
Nursing (RN-to-Nursing Degree)	12032
Nursing and Health Care Admin	12293
Nursing, Pre-Licensure	12031
Occupational Therapy	12081
Ocean Engineering	09241
Oceanography	19191
Office Systems	05062
Organizational Development	05156
Orientation and Mobility	08142
Ornamental Horticulture	01091
Packaging	05106
Paralegal Studies	22072
Park Administration	21032
Pathology	04041
Perform Arts Ctr	10999
Performing Arts	10015
Persian/Farsi	11197
Petroleum Engineering	09071
Petroleum Land Studies	49994
Philosophy	15091
Philosophy - Psychology	49032
Philosophy and Religion	15992
Photography	10111
Physical Education	08350
Physical Education, Men	08352
Physical Education, Women	08353
Physical Science	19011
Physical Therapy	12121
Physician Assistant	12040
Physics	19021
Physics Management	19022
Physiological Psychology	20101
Physiological Science	20990
Physiology	04101
Pilipino/Tagalog	11195
Political Economy	22073
Political Science/Government	22071
Polymers and Coatings	19052
Poultry Science	01061
Pre-Nursing	00121
Pre-Physical Therapy	12120
Pre-Veterinary Studies	01042
Production and Operations Management	05064
Production/Operations Info Sys	07025
Professional Science	05018
Psychological Research	20992
Psychology	20011
Psychology Education	20012
Psychology Statistics	20071
Public Administration	21021
Public Health	12141
Public Health and Nursing	12292
Public Health and Social Work	12291
Public Health Promotion	12140
Public History/Preservation	22995
Public Policy Analysis	21022
Public Relations	05992
Quality Assurance	09992
Quantitative Economics	22043
Quantitative Methods/Analysis	05071

Radio/TV/Film/Telecommunications	06031
Radiologic Sciences	12253
Radiological Health Physics	12251
Rangeland Resource Science	01171
Reading/Language Arts Instruction	08301
Real Estate	05111
Recreation Administration	21031
Recreational Therapy	12125
Regenerative Studies	49024
Regulatory Affairs	49045
Rehabilitation Counseling	12221
Rehabilitation Science	12225
Religious Studies	15101
Retailing	05092
Rural and Town Planning	02062
Russian	11061
Russian/Central European Studies	03071
Safety Education	08361
Sanskrit	11192
School Librarianship	08996
School Psychology	20013
Science	49023
Science, Technology and Society	49020
Screenwriting	06034
Secondary Education	08031
Secretarial Studies	05141
Security	21053
Small Business Management	05996
Small College	49998
Social and Behavioral Science	22011
Social Psychology	20051
Social Work	21041
Social Work/Legal	21045
Sociology	22081
Software Engineering	07052
Software Engineering and Business Admin	07060
Soil Science	01031
South Asian Studies	03031
Spanish	11051
Special Education	08081
Special Education Administration	08091
Special Major	49993
Speech Communication	15061
Speech Correction	08151
Speech Lang Pathology-Entry	12203
Speech Lang Pathology-wo Comm	12204
Sports Management	05084
Statistics	17021
STEM Education	08999
Structural Engineering	09084
Substance Use & Abuse Studies	49075
Sustainable Manufacturing	09136
Swahili	11161
Systems Engineering	09013
Systems Engineering and Business Admin	07070
Taxation	05022
Teacher Leadership	08295
Teaching (Master of Arts)	08292
Teaching International Language	08998
Technical and Professional Writing	15997
Technological Studies	49014
Telecommunication Systems	07991
Telecommunications and Film	06033
Telecommunications/Multimedia	06992
Temporarily Off-Line	77777
TESOL	15081
Test Code	11991
Theatre and Film/Other	10070
Theatre Arts - Performance	10072
Theatre Arts/Drama	10071
Toxicology	04261
Translation and Interpretation	11013
Transportation Engineering	09083
Transportation Planning	49043
Transportation/Logistics Management	05101
Travel and Tourism	05082
Urban Land Development	05112
Urban Studies	22141
Vietnamese	11193
Viticulture	01082
Vocational/Occ Edu/Career & Tech Stu	08395
Wastewater Utilization	01154
Water Resource Mgmt	49053
Water Resources Engineering	09085
Watershed Management	01152
Wildlife Management	01072
Wine Business Strategies	01122
Women's Studies	49991
Workforce Studies	22042
Zoology	04071

NONSTATE	
Auxiliary Services	80101
College Foundation	80131
Food Sale	80121
Health Services	80161
Merchandising	80111
Parking	80171
Residence Hall	80152
Staff Housing	80153
Student Housing	80151
Student Union	80141
Other Non-State	89991

ADMINISTRATION	
Academic Senate	90111
Activities Housing	90421
Admissions - Records	90401
Audio Visual Services	90221
Business Management	90121
Business Mgmt-Accounting	90122
Counseling - Testing	90411
Dean of Instruction	90102
Director of Instruction	90103
Educational TV	90231
EOP	90162
Executive	90101
Extension Administration	90901
Faculty/Staff Development	90104
Financial Aids	90601
General Services	90151
Institutes	90106
Instructional Services	90201
IR & ADP Services	90241
Lab School	90211
Library	90301
Personnel	90131
Placement	90431
Plant Operations	90501
Public Service	91011
Purchasing	90141
Student Services	90161
Summer Session Administration	90801
Training/Development	90105
Other State	99991
All Disciplines	99999

The functional activity or organizational unit to which a room or space is assigned and which is actually occupying or using the space or is scheduled to do so.

The discipline codes consist of three units:

1. Interdiscipline unit

   A space used for general purposes is considered as "all campus" and not under the jurisdiction of a particular instructional unit, and, therefore, is coded as "00001". Lecture, seminar, and conference rooms are examples of interdisciplinary spaces. See Appendix D and/or F.

2. Instructional units

   Instructional and instructional related spaces are assigned to the academic discipline or department as the discipline unit having jurisdiction over the space. The Higher Education General Information Survey (**HEGIS**) taxonomy of instructional programs has been adopted for this purpose.

3. Administrative and Instructional Support units

   Administrative and instructional support spaces are assigned to the administrative or support department as the discipline unit having jurisdiction over the space. See the lists below for distinctions of non-state funded administrative and instructional support codes and state funded administrative and instructional support codes. Definitions follow.

Non-State Funded Administrative and Instructional Support Codes

Auxiliary Services	80101
College Foundation	80131
Food Sales	80121
Health Services	80161
Merchandising	80111
Parking	80171
Residence Hall	80152
Staff Housing	80153
Student Housing	80151
Student Union	80141
Other Non-State	89991

State Funded Administrative and Instructional Support Codes

Academic Senate	90111
Activities and Housing	90421
Admissions and Records	90401
Audio-Visual Services	90221
Business Management	90121
Business Management-Accounting	90122
Counseling – Testing	90411
Dean of Instruction	90102
Director of Instruction	90103
Educational TV	90231

EOP	90162
Executive	90101
Extension Administration	90901
Faculty/Staff Development	90104
Financial Aids	90601
General Instructional Services	90151
IR & ADP Services	90241
Institutes	90106
Instructional Services	90201
Lab School	90211
Library	90301
Personnel/Human Resources	90131
Placement	90431
Plant Operations	90501
Public Services	91011
Purchasing	90141
Student Services	90161
Summer Session Administration	90801
Training Development	90105
Other State	99991
All Disciplines	99999

80 Non-State Funded Administrative and Instructional Support Codes

Auxiliary Services/Student Organizations 80101

This category comprises those areas of non-state supported student services not clearly defined below. These areas may include such non-state supported student services as alumni activities, bicycle repair facilities, stereo shops, etc. This includes student organizations and tutoring, student govt, school newspaper (if not used as part of instruction).

This category does NOT include those areas that can more appropriately be defined by the following codes: 80131, 80121, 80161, 80111, 80171, 80152, 80151 and 80141.

College Foundation 80131

This category comprises those areas assigned to the College Foundation for the specific purpose of administrating their programs, i.e., the Foundation Administrative Office space.

This category does NOT include any space allocated for the foundation programs themselves.

Food Sales 80121

This category comprises any food service operation, i.e., cafeteria, snack bar, vending room, etc., that does NOT come under the control of either the Residence Hall or the Student Union.

Those areas of food service in residence halls or student unions should be coded with the appropriate organization unit.

Health Service 80161

This category comprises all areas assigned to student health services which may include child care facilities and health clinics.

Merchandising 80111

This category includes the areas assigned to merchandising operations. This includes those areas used to promote the sale of goods and services.

Exclude from this category those areas assigned to food sale as defined in 80121 Food Sales.

Other Non-State 89991

This category comprises any area of non-state supported operations that cannot be appropriately assigned any of the other non-state organizational unit codes. This code should be used only as a last resort. This includes continuing education.

Parking 80171

This category comprises all areas assigned for parking purposes within parking structures.

Residence Hall **80152**

This category comprises those areas assigned to student living facilities. Those areas are defined in the traditional sense as student dormitory facilities.

This category does NOT include student housing as defined in 80151 Student Housing.

Staff Housing **80153**

This category comprises those areas assigned to faculty and staff living as self-contained units. These areas are defined in the traditional sense as apartments, houses, or duplexes.

Student Housing **80151**

This category comprises those areas assigned to student living as self-contained units. These areas are defined in the traditional sense as apartments, houses, or duplexes.

Student Union **80141**

This category comprises all areas associated with the campus student union or student center.

90 State Funded Administrative and Instructional Support Codes

Academic Senate **90111**
This category comprises those areas assigned to the academic senate, including space designated for the elected academic senate representatives, and their support and clerical staff.

This category does NOT include the faculty offices assigned to the representatives by their instructional department.

Activities and Housing **90421**
This category comprises those areas assigned to activities and housing including space designated for the dean of activities and housing, the housing coordinator, the activities advisor, and their support and clerical staff.

This category does NOT include space designated for residence hall directors or their staff.

Admissions and Records **90401**
This category comprises those areas assigned to admissions and records, including space designated for the dean of admissions and records, the registrar, the admissions officers, evaluation technicians, and their support and clerical staff.

Audio-Visual Services **90221**
This category comprises the areas assigned to those activities associated with providing audio and/or visual materials to support the academic programs of the institution, including space designated for audio-visual coordinator, the photographers, equipment technicians, and their support and clerical staff.

This category does NOT include areas that house activities that use audio-visual technology as part of the instructional process, e.g., language laboratories. Multi-media and learning resource centers are more appropriately coded under libraries.

Business Management **90121**
This category comprises those areas assigned to the business manager, the budget analyst, and their support and clerical staff.

Business Management-Accounting **90122**
This category comprises those areas of financial operations assigned to the accounting department. This includes space designated for the accounting officers, financial manager, bookkeepers, cashiers, and their support and clerical staff.

Counseling and Testing **90411**
This category comprises those areas assigned to the counseling and testing department, including space designated for the dean of counseling and testing, counselors, test officers, psychometrics, and their support and clerical staff.

Dean of Instruction **90102**
This category comprises those areas assigned to a dean of instruction and the dean's support and clerical staff.

Director of Instruction **90103**
This category comprises those areas assigned to a director of instruction, director's support and clerical staff that oversee instructional programs.

Education TV **90231**
This category comprises those areas assigned for administration, programming and engineering of an educational television station, including space designated for the station manager, the program director, the equipment technicians, and their support and clerical staff.

This category does NOT include instructional television (intra-campus transmission, which could be coded 90201.

Educational Opportunity Program (EOP) **90162**
This category comprises those areas assigned to EOP, including space designated for the director, EOP advisors, counselors, and other EOP service staff.

This category does NOT include any ethnic studies space designated for financial aids. It does include **only** that space specifically designated as EOP.

Executive **90101**
This category comprises those areas of executive management assigned to the president, vice president(s), executive deans, academic planners, and their support and clerical staff.

This category does NOT include areas assigned to deans of instruction or department chairmen.

Extension Administration **90901**
This category comprises those areas assigned to the director of extension or continuing education and his support and clerical staff.

Faculty/Staff Development **90104**
This category comprises those areas assigned to faculty/staff and their support that oversee continued faculty and staff development.

Financial Aids **90601**
This category comprises those areas assigned to the financial aids department, its director, student counselors and off-campus work-study staff, and their support and clerical staff.

This category does NOT include the areas assigned to the Educational Opportunity Program (EOP), which should be classified under the discipline code for that program - EOP (90162).

General Instructional Services **90151**
This category comprises those areas of logistical services assigned to the duplicating department, the campus switchboards, the mailroom, and their support and clerical staff.

Information Resources and Automatic Data Processing (IR and ADP Services) **90241**
This category comprises those areas of computing support assigned to institutional resources and the automatic data processing services including space designated for the director of IR, computer programmers, keypunch operators, tabulating machine operators, EDP supervisors and technicians, and their support and clerical staff.

Institutes **90106**
This category comprises those areas assigned to a campus-approved institute.

Instructional Services **90201**
This category comprises those areas assigned to general instructional services NOT specifically defined in 90221-Audio Visual, 90211-Lab School, and 90231-Educational TV. This would include the instructional television departments (intra-campus transmissions), the television coordinator, equipment technicians, graphic artists, and their support and clerical staff; the college farms, including farm manager, dairymen, orchard men, blacksmiths, etc., and their support and clerical staff; and natural resources centers (e.g., forestry stations).

This category does NOT include areas assigned to educational television (extra campus transmissions 90231).

Lab School **90211**
This category comprises the areas assigned to the laboratory demonstration elementary schools, including space designated for laboratory school teachers, librarians, nurses and their support and clerical staff.

Library **90301**
This category comprises those areas assigned to the library. This includes the library administration, circulation, technical processing, and public service areas. Also includes space designated for the college librarian, assistant librarians, and their support and clerical staff.

Other State **99991**
This category comprises any administrative areas assigned to departments or services which cannot be appropriately be classified under any other organizational unit code.

Personnel/Human Resources **90131**
This category comprises those areas of financial operations assigned to the personnel department, including space designated for the personnel officers, personnel analysts, payroll and personnel transaction clerks, and their support and clerical staff.

Placement **90431**
This category comprises those areas assigned to the placement office, including space designated for the placement officers, placement counselors, supervisors, interviewers, and their support and clerical staff.

Plant Operations **90501**
This category comprises those areas assigned to plant operations, including space designated for the chief of plant operation, chief engineer, the building maintenance staff, the grounds maintenance personnel, the campus security officers, the motor vehicles operations staff, and their support and clerical staff, as well as areas designated for warehouses and general stores, shipping and receiving.

Public Services **91011**
This category comprises those areas assigned to programs whose function is to make available to the public various resources and capabilities that exist on campus. Typically these services are managed within academic departments. This may include reimbursed activities such as Upward Bound, National Science Foundation, various educational projects in connection with school districts, and various vocational rehabilitation on projects in conjunction with governmental agencies.

Purchasing **90141**
This category comprises those areas of logistical services assigned to the purchasing department, including space designated for the business service officer, the equipment and materials coordinator, and their support and clerical staff.

Student Services **90161**
This category comprises those areas assigned to the dean of students, his support and clerical staff, and any general student services areas not specifically defined in 90162, 90401, 90421, 90431, 90601 and 90611.

Summer Session Administration **90801**
This category comprises those areas assigned to the dean of education services and summer session, and support and clerical staff.

Training Development **90105**
This category comprises those areas assigned to training programs for all support that oversee administrative development.

HEGIS Categories

01 Agriculture and Natural Resources
02 Architecture and Environmental Design
03 Area Studies
04 Biological Sciences
05 Business Administration and Management
06 Communications
07 Computer and Information Sciences
08 Education
09 Engineering
10 Fine and Applied Arts
11 Foreign Languages
12 Health Professions
13 Home Economics
15 Letters
16 Library Science
17 Mathematics
18 Military Science
19 Physical Sciences
20 Psychology
21 Public Affairs and Services
22 Social Sciences
49 Interdisciplinary Studies

00000	Undeclared
00001	Interdiscipline
00121	Pre-Nursing
01011	Agriculture
01012	Agriculture Science/Education
01013	International Agriculture
01014	Agricultural Studies
01015	Agricultural Communication
01021	Agronomy/Crop Science
01031	Soil Science
01041	Animal Science
01042	Pre-Veterinary Studies
01043	Animal Health Science
01051	Dairy Science
01061	Poultry Science
01071	Fisheries Biology
01072	Wildlife Management
01081	Horticulture/Fruit Science
01082	Viticulture
01091	Ornamental Horticulture
01101	Agriculture and Farm Management
01111	Agriculture Economics
01121	Agricultural Business
01122	Wine Business Strategies
01130	Food Science Technology
01131	Food Science
01132	Enology
01141	Forestry
01151	Natural Resources
01152	Watershed Management
01153	Natural Resources Planning
01154	Wastewater Utilization
01155	Ecological Economics
01156	Forest, Watershed and Wildland Science
01161	Agricultural Systems Management
01171	Rangeland Resource Science
01991	Agricultural Biology/Plant Science
01992	Agricultural Chemistry
01993	Landscape Irrigation Science
02011	Environmental Design
02020	Architectural & Bldg Science
02021	Architecture
02022	Interior Architecture
02031	Interior Design
02041	Landscape Architecture
02061	City and Regional Planning
02062	Rural and Town Planning
03011	Asian Studies
03021	East Asian Studies
03031	South Asian Studies
03051	African Studies
03071	Russian/Central European Studies
03081	Latin American Studies
03085	Central American Studies
03091	Middle Eastern Studies
03101	European Studies
03102	Modern Greek Studies
03121	French Studies
03122	Italian Studies
03131	American Studies
03132	California Studies
03991	Armenian Studies
03992	Canadian Studies
04011	Biology
04012	Environmental Biology
04014	Human Biological Sciences
04016	Evolutionary Biology
04017	Biology and Ecology
04021	Botany
04031	Bacteriology
04041	Pathology
04071	Zoology
04101	Physiology
04111	Microbiology
04112	Medical Microbiology
04121	Anatomy
04141	Biochemistry
04151	Biophysics
04152	Biomedical Physics
04153	Biomedical Science
04154	Epidemiology
04161	Molecular Biology
04171	Cell and Molecular Biology
04181	Marine Biology
04182	Aquatic Biology
04191	Biostatistics and Biometry
04201	Ecology
04202	Ecological Conservation
04211	Entomology
04221	Genetics
04261	Toxicology
04991	Biotechnology
05011	Business Administration
05012	Business Education
05013	E-Business

05015	Concrete Industry Management
05016	Business Administration and Life Sciences
05017	Construction Management
05018	Professional Science
05021	Accountancy
05022	Taxation
05023	Auditing
05024	Master of Professional Acct
05025	Accounting and Finance
05031	Business Statistics
05041	Finance
05042	Banking
05043	Financial Services
05044	Corporate Financial Management
05061	Management
05062	Office Systems
05063	Industrial Management
05064	Production and Operations Management
05065	High-Technology Management
05066	Non-Profit Management
05067	Medical Product Development Management
05068	Business and Technology
05071	Quantitative Methods/Analysis
05072	Management Science/Operations Research
05073	Actuarial Science
05074	Marketing Analytics
05075	Digital Supply Chain Mgmt
05081	Hotel/Hospitality Management
05082	Travel and Tourism
05083	Entertainment/Tourism Management
05084	Sports Management
05085	Apparel/Textile/Manufact Mgmt
05086	Meeting and Event Planning
05091	Marketing
05092	Retailing
05101	Transportation/Logistics Management
05105	Global Supply Chain Management
05106	Packaging
05111	Real Estate
05112	Urban Land Development
05121	Insurance and Risk Management
05131	International Business
05141	Secretarial Studies
05151	Human Resources/Personnel Management
05156	Organizational Development
05161	Industrial Relations
05171	Business Economics
05991	Business Computer Telecom
05992	Public Relations
05993	Business, Special Interest
05995	Legal Environment of Business
05996	Small Business Management
05997	Entrepreneurship

06010	Mass Media
06011	Communication/Communication Studies
06012	Communication Design
06013	Health Communication
06015	Communication & Media Studies
06021	Journalism
06031	Radio/TV/Film/Telecommunications
06032	Media Management
06033	Telecommunications and Film
06034	Screenwriting
06041	Advertising
06051	Broadcast Arts
06924	Bilingual Journalism
06991	Multimedia
06992	Telecommunications/Multimedia
06993	Digital Publishing
06994	Graphic Communication

07011	Computer Science
07012	Computer Science and Information Tech
07015	Information Science/Studies
07020	Informatics
07021	Information Systems
07022	Accounting Information Systems
07023	Management Information Systems
07024	Financial Computer Systems
07025	Production/Operations Info Sys
07026	Business Information Systems
07027	Knowledge Management
07028	Information Technology
07029	Computer Networks
07030	Info Tech and Communication Design
07031	Cybersecurity
07036	Artificial Intelligence
07051	Cybernetic Systems
07052	Software Engineering
07060	Software Engineering and Business Admin
07070	Systems Engineering and Business Admin
07991	Telecommunication Systems
07992	Computational Science
07993	Computer Graphics
07994	Bioinformatics

08011	Education
08021	Elementary Education
08031	Secondary Education
08041	Middle School Education
08051	Higher Education
08061	Community College Education
08071	Adult Secondary Education
08081	Special Education

08091 Special Education Administration
08101 Education – Severely Handicapped
08111 Education of the Gifted
08121 Education – Communication Handicapped
08131 Equity and Social Justice
08141 Education – Visually Handicapped
08142 Orientation and Mobility
08151 Speech Correction
08181 Education – Learning Handicapped
08191 Education – Physically Handicapped
08201 Education – Multiple Handicapped
08211 Foundations of Education
08221 Educational Psychology
08225 English Education
08231 Child Development/ECE
08232 Early Childhood Studies
08241 Educational Research
08261 Counseling and Guidance
08262 Counsel and Guidance Higher Ed
08271 Education Administration/Leadership
08272 Education Leadership-CSU EdD-P-12
08273 Education Leadership-CSU-EdD-CC
08274 Educ Leader-CSU EdD P-12 & CC
08281 Education Supervision
08291 Curriculum and Instruction
08292 Teaching (Master of Arts)
08295 Teacher Leadership
08301 Reading/Language Arts Instruction
08341 Environmental Education
08349 Fitness/Sports and Exercise
08350 Physical Education
08351 Kinesiology
08352 Physical Education, Men
08353 Physical Education, Women
08354 Athletics
08355 Exercise Science/Exercise Physiology
08356 Exercise Physiology and Nutrition
08357 Exercise Science
08361 Safety Education
08371 Health and Safety Education
08372 Holistic Health
08375 Athletic Training
08391 Industrial Design
08392 Graphic Communications
08393 Industrial Arts
08394 Industrial Technology
08395 Vocational/Occ Edu/Career & Tech Stu
08396 Aviation
08991 Education - Advanced Studies
08992 Instructional Media/Technology
08993 Education - Special Interest
08994 Bilingual - Multicultural Education
08995 Computer-Based Education
08996 School Librarianship
08997 Mathematics and Science Education
08998 Teaching International Language
08999 STEM Education

09011 Engineering
09012 Engineering Science
09013 Systems Engineering
09020 Engineer Sci/Aerospace/Mech Engineering
09021 Aerospace Engineering
09022 Aeronautics
09023 Astronautics
09026 Aviation
09031 Agricultural Engineering
09041 Architectural Engineering
09051 Biomedical Engineering/Bioengineering
09052 Biochemical Engineering
09061 Chemical Engineering
09071 Petroleum Engineering
09081 Civil Engineering
09082 Construction Engineering
09083 Transportation Engineering
09084 Structural Engineering
09085 Water Resources Engineering
09091 Electrical Engineering
09092 Electronic Engineering
09093 Electrical and Electronic Engineering
09094 Computer Engineering
09095 Electrical and Computer Engineering
09101 Mechanical Engineering
09102 Mechatronic Engineering
09131 Industrial Engineering
09132 Industrial Management
09133 Industrial Technology
09134 Manufacturing Engineering
09136 Sustainable Manufacturing
09141 Metallurgical Engineering
09151 Materials Engineering
09201 Nuclear Engineering
09211 Engineering - Applied Mechanic
09221 Environmental Engineering
09222 Environ Resources Engineering
09241 Ocean Engineering
09251 Engineering Technology
09252 Geomatics Engineering
09253 Air Cond Engineering Technology
09254 Construct Engineering Tech - Mgmt
09255 Electronic Engineering Technology
09256 Manufacturing Engineering Technology
09257 Mechanical Engineering Technology
09258 Marine Engineering Technology
09259 Computer Engineering

09261	Engineering Mathematics
09262	Environmental Engineering Technology
09263	Facilities Engineering Technology
09991	Manufacturing Processes
09992	Quality Assurance
09993	Civil and Environment Engineering
09994	Biomedical Quality Systems
09995	Concrete Industry Management

10011	Fine and Creative Arts
10015	Performing Arts
10017	Digital Arts
10021	Art
10022	Art, Studio Performance
10023	Design
10025	Industrial Design
10031	Art History
10041	Music - Performance
10051	Music
10052	Music Education
10053	Music Industry and Technology
10060	Audio Engineering
10070	Theatre and Film/Other
10071	Theatre Arts/Drama
10072	Theatre Arts - Performance
10073	Musical Theatre
10075	Concurrent MBA/MFA Theatre Mgmt
10076	Dramatic Writing
10081	Dance
10082	Dance - Performance
10091	Graphic Art/Design
10095	Game & Interact Media Design
10101	Cinema/Film/Video/Electronic Media
10102	Cinema/Film (Performance)
10111	Photography
10991	Fine Arts, Other
10992	Art Administration
10999	Perform Arts Ctr

11011	Languages and Cultures, World
11012	Language Education
11013	Translation and Interpretation
11021	French
11031	German
11041	Italian
11051	Spanish
11061	Russian
11071	Chinese
11081	Japanese
11091	Latin
11101	Greek
11111	Hebrew
11121	Arabic
11131	Hindi
11141	Norwegian
11161	Swahili
11191	Armenian, Portuguese
11192	Sanskrit
11193	Vietnamese
11194	Modern Languages
11195	Pilipino/Tagalog
11196	Korean
11197	Persian/Farsi
11991	Test Code

12011	Health Science
12012	Interdisciplinary Health/Rehab Sci
12021	Health Care Management/Admin
12025	Health Services Administration
12031	Nursing, Pre-Licensure
12032	Nursing (RN-to-Nursing Degree)
12033	Doctor of Nursing Practice
12040	Physician Assistant
12043	Gerontology
12081	Occupational Therapy
12120	Pre-Physical Therapy
12121	Physical Therapy
12122	Doctor of Physical Therapy-CSU
12125	Recreational Therapy
12140	Public Health Promotion
12141	Public Health
12142	Environmental/Occupational Health
12143	Health Behavioral Science
12171	Genetic Counseling
12201	Communicative Disorders
12202	Audiology
12203	Speech Lang Pathology-Entry
12204	Speech Lang Pathology-wo Comm
12220	Mental Health Counseling
12221	Rehabilitation Counseling
12224	Assistive and Rehabilitative Technology
12225	Rehabilitation Science
12231	Clinical/Biomedical Lab Science
12232	Nuclear Medicine Technology
12234	Cytotechnology
12251	Radiological Health Physics
12253	Radiologic Sciences
12291	Public Health and Social Work
12292	Public Health and Nursing
12293	Nursing and Health Care Admin

13011 Family and Consumer Sciences
13021 Consumer Services and Advocacy
13031 Apparel Merchandising/Management
13051 Marriage and Family Therapy
13052 Child/Family Development
13061 Dietetics/Food Admin/Nutrition
13991 Apparel and Interior Design

15011 English
15012 Language Studies
15013 English Composition
15021 English Literature
15031 Comparative Literature
15041 Classics
15051 Linguistics
15052 Bilingual/Bicultural Studies
15061 Speech Communication
15071 Creative Writing
15081 TESOL
15091 Philosophy
15101 Religious Studies
15102 Modern Jewish Studies
15103 Islamic Studies
15991 Humanities
15992 Philosophy and Religion
15996 Liberal Arts
15997 Technical and Professional Writing
15999 Arts and Humanities

16011 Library and Information Science

17011 Mathematics
17012 Mathematics Education
17021 Statistics
17022 Applied Statistics
17031 Applied Mathematics
17033 Computational & Applied Math
17035 Data Science
17991 Mathematics Literacy

18011 Military Science
18021 Naval Science
18031 Aerospace Studies

19011 Physical Science
19021 Physics
19022 Physics Management
19025 Applied Physics
19051 Chemistry
19052 Polymers and Coatings
19081 Chemical Physics
19111 Astronomy
19131 Atmospheric Science/Meteorology
19141 Geology
19151 Geochemistry
19160 Geophysics
19171 Earth Sciences
19172 Geosciences
19173 Atmospheric and Oceanic Science
19191 Oceanography
19991 Criminalistics/Forensic Science
19992 Forensic and Behavioral Sciences

20011 Psychology
20012 Psychology Education
20013 School Psychology
20031 Community/Clinical Psychology
20041 Counseling (Psychology)
20051 Social Psychology
20071 Psychology Statistics
20081 Industrial/Organizational Psychology
20091 Developmental Psychology
20101 Physiological Psychology
20990 Physiological Science
20991 Behavioral Science
20992 Psychological Research
20993 Human Development
20994 Human Factors/Ergonomics
20995 Forensic Psychology
20996 Applied Behavior Analysis

21011 Community Services
21021 Public Administration
21022 Public Policy Analysis
21023 International Policy Analysis
21025 Hospitality, Recreation, and Tourism
21031 Recreation Administration
21032 Park Administration
21041 Social Work
21042 Human Services, Collaborative
21043 Gerontology
21044 Deaf Studies
21045 Social Work/Legal
21050 Criminal Justice Studies
21051 Criminal Justice
21052 Corrections
21053 Security
21054 Law Enforcement Intelligence Analysis
21991 Fire Protection Admin and Tech

21992	Emergency Services Administration
21993	Fire Protection Svcs
22011	Social and Behavioral Science
22021	Anthropology
22024	Linguistics and Anthropology
22031	Archaeology
22032	Applied Archaeology
22041	Economics
22042	Workforce Studies
22043	Quantitative Economics
22051	History
22059	Archives and Records Administration
22061	Geography
22063	Geographic Information Systems
22071	Political Science/Government
22072	Paralegal Studies
22073	Political Economy
22074	Legal Studies, General
22081	Sociology
22091	Criminology
22101	International Relations
22102	National Security Studies/Homeland Sec
22103	International Security/Conflict
22111	African-American Studies
22121	Native American Studies
22131	Chicano/Latino Studies
22141	Urban Studies
22151	Jewish Studies
22977	International Studies
22990	Gender/Women's and Gay/Lesbian Studies
22991	Gender/Ethnic/Women's Studies
22992	Anthropology/Geography
22993	Labor Studies
22994	Cultural Resources Management
22995	Public History/Preservation
22996	Asian/American Studies
22997	International/Global Studies
22998	Asian-American Studies
22999	Asian/Asian-American Studies
49005	National Cybersecurity Studies
49009	Liberal Arts and Engineering Studies
49010	Environmental Science-Joint Program
49011	Environmental Science
49012	Liberal Studies
49013	General Studies/Tutorials
49014	Technological Studies
49015	Liberal Studies (Hutchins School)
49016	Cognitive Studies
49017	Liberal Arts
49018	Humanistic Studies
49019	Human Sexuality Studies
49020	Science, Technology and Society
49021	Natural Science/Life Science
49022	Marine Science
49023	Science
49024	Regenerative Studies
49031	Humanities/Arts/Social Science
49032	Philosophy - Psychology
49033	Government - Journalism
49034	Humanities/Social Sciences
49035	Behavioral and Social Sciences
49036	Museum Studies
49037	Human Rights/Global Peace Studies
49038	Jewish Studies
49039	Conflict Resolution
49040	Multicultural and Diversity Studies
49041	Environmental Systems
49042	Engineering Management
49043	Transportation Planning
49044	Marine Transportation
49045	Regulatory Affairs
49046	MS Region Plan/Engr (concur)
49047	Civil and Environmental Engr
49051	Environmental Resource Management
49052	Coastal/Watershed Science/Policy
49053	Water Resource Management
49058	MS Engr and MBS (concurrent)
49060	Leadership Studies
49061	Latin-American Studies/Business Admin
49062	Latin-American Studies/Public Health
49071	Health and Human Services
49075	Substance Use & Abuse Studies
49081	Diversified Studies/Education
49101	Environmental Studies
49102	Energy, Environment, and Society
49103	Ecological Restoration
49104	Energy and Climate
49991	Women's Studies
49992	All College Honors
49993	Special Major
49994	Petroleum Land Studies
49995	Applied Studies
49996	Biology - Mathematics
49997	New College
49998	Small College
77777	Temporarily Off-Line

NONSTATE
80101 Auxiliary Services
80111 Merchandising
80121 Food Sale
80131 College Foundation
80141 Student Union
80151 Student Housing
80152 Residence Hall
80153 Staff Housing
80161 Health Services
80171 Parking
89991 Other Non-State

ADMINISTRATION
90101 Executive
90102 Dean of Instruction
90103 Director of Instruction
90104 Faculty/Staff Development
90105 Training/Development
90106 Institutes
90111 Academic Senate
90121 Business Management
90122 Business Mgmt-Accounting
90131 Personnel
90141 Purchasing
90151 General Services
90161 Student Services
90162 EOP
90201 Instructional Services
90211 Lab School
90221 Audio Visual Services
90231 Educational TV
90241 IR & ADP Services
90301 Library
90401 Admissions - Records
90411 Counseling - Testing
90421 Activities Housing
90431 Placement
90501 Plant Operations
90601 Financial Aids
90801 Summer Session Administration
90901 Extension Administration
91011 Public Service
99991 Other State
99999 All Disciplines

100 INSTRUCTION This category includes all activities that are part of an institution's instruction program. Credit and noncredit courses, for academic, vocational, and technical instruction, for remedial and tutorial instruction, and for regular, special, and extension sessions should be included.

111 Instructional Administration
112 Regular Instruction
120 Special Session Instruction
130 Extension Instruction
180 Instructionally Related Activities

200 RESEARCH This category should include all activities specifically organized to produce research outcomes, whether commissioned by an agency external to the institution or separately by an organizational unit within the institution. State funds include activities fully funded by a State or Local Governmental Entity. External Funds include activities partially/fully funded by private entities, the federal government or 501(c)(3) organizations.

210 Institutes and Research Centers – State Funds
220 Individual and Project Research – State Funds
230 Institutes and Research Centers – External Funds
240 Individual and Project Research – External Funds

300 PUBLIC SERVICE This category should include activities that are established primarily to provide noninstructional services beneficial to individuals and groups external to the institution.

310 Community Services
320 Cooperative Extension Services
340 Community Broadcast Services

400 ACADEMIC SUPPORT This category should include support services for the institution's primary missions — instruction, research, and public service.

410 Libraries
430 Audio-Visual Services
440 Television Services
450 Computing Support
460 Ancillary Support

500 STUDENT SERVICES This category should include offices of admissions and registrar and those activities whose primary purpose is to contribute to the student's emotional and physical well-being and to his or her intellectual, cultural, and social development outside the context of the formal instruction program.

510 Social and Cultural Development
520 Supplementary Educational Services - EOP
530 Counseling and Career Guidance
540 Financial Aids
550 Student Support

600 INSTITUTIONAL SUPPORT This category should include: 1) central executive-level activities concerned with management and long-range planning of the entire institution, such as the governing board, planning and programming, and legal services; 2) fiscal operations, including the investment office; 3) administrative data processing; 4) space management; 5) employee personnel and records; 6) logistical activities that provide procurement, storerooms, safety, security, printing, and transportation services to the institution; 7) support services to faculty and staff that are not operated as auxiliary enterprises; and 8) activities concerned with community and alumni relations, including development and fund raising.

This category also should include the operation and maintenance of physical plants for all institutional activities, including auxiliary enterprises, and independent operations.

610 Executive Management
620 Financial Operations
630 General Administrative Services
640 Logistical Services
650 Physical Plant Operations
651 Maintenance Office Administration
652 Utility Plants
653 Building Maintenance
654 Grounds Maintenance
655 Custodial Services
660 Faculty and Staff Services
670 Community Relations

700 INDEPENDENT OPERATIONS This category includes those operations that are independent of, or unrelated to, but which may enhance the primary missions of the institution.

710 Institutional Operations

900 AUXILIARY ENTERPRISES 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.

910 Auxiliary Enterprises - Student
920 Auxiliary Enterprises - Faculty/Staff
930 Intercollegiate Athletics
940 Subleased Area

01	President
02	Provost
03	Student Affairs
04	Administrative Affairs
05	University Advancement
07	Financial Aid
08	Students
09	Placement
10	Agriculture
11	Agricultural science
12	Ag, eng and nursing
13	Agriculture + home economics
15	Applied arts/sciences
16	Applied arts
17	Applied sciences
20	Architecture
25	Arts and sciences
26	Arts
27	Arts, letters + science
29	Communications
30	Behavioral sciences
31	Behavioral/soc sci
32	Social sciences
33	Hum dev and comm svcs
34	Hlth/human svcs
35	Bio/health sciences
36	Life sciences
37	Humanities/social science
38	Health professions/social wrk
39	Bus. And soc. Sci
40	Business
41	Business adminis
42	Business adminis/econ
43	Business/economics
44	Business/public admin
45	Creative arts
46	Creative arts/human
47	Humanities
48	Humanities/arts
49	Humanities/fine arts
50	Education
51	Expressive arts
52	Engineering
53	Aerospace studies
54	Environmental design
55	Fine arts
56	Fine/applied arts
57	Fine arts/prof study
58	Speech and music
59	Environmental studies
60	Letters and science
61	Letters, arts science
62	Arts and letters
63	Interdisc educ
64	Social and natural sciences
65	Natural sciences
66	Natural sci and math
67	Math/science/engineering
68	Nursing
69	Engineering & computer science
70	Physical education
71	Health/physical educ
72	Health/phys ed/rec
73	Monterey county center
75	Science
76	Science/math
77	Physical sciences
78	Social work
82	Eng/comp sci/tech
84	Extended education
85	Other departments
86	New college
87	Industry and tech
88	Ethnic studies
89	Liberal studies
90	Librarianship
91	Natural resources
92	Professional studies
93	Psych/education
94	Special programs
95	Imperial valley
96	Interdisc studies
97	Graduate studies
98	Undergrad. Studies office
99	All college
00	Unclassified

INSTRUCTIONAL

A. Lecture

Lecture	0001
Lecture Service	0002

B. Laboratory

Teaching Lab	0010
Teaching Lab Service	0011

C. Other Instructional Space

Research Space	0016
Research Service	0017
Self-instruction Comp Lab	0019
Self-instruction Lab	0020
Music practice studio	0021
Physical Education-Indoor	0022
Physical Education-Outdoor	0023
Military Science	0024
Animal Quarters	0025
Green House	0026
Special Space Education	0027
Audiovisual	0028
Special Instructional	0029

INSTRUCTIONAL SUPPORT

A. Office

Faculty Office-Professional	0030
Faculty Office-Support	0031
Faculty Office-Service	0032
Faculty/Admin-Professional	0035
Faculty/Admin-Support	0036
Faculty/Admin-Service	0037
Administration - Professional	0040
Administration - Support	0041
Administration - Service	0042
Student Organization	0045
Other Office	0049

INSTRUCTIONAL SUPPORT (cont'd)

B. Non-Office

Conference Room	0051
Lounge	0052
Recreation	0053
Administrative Stockroom	0055
General Storage	0056
Warehouse	0057
Library Study Hall	0060
Library Carrel	0062
Library Special Study	0063
Library Stack Area	0064
Library Stack Study	0066
Library Service	0068
Library Movable Aisle Compact Shelving	0069
Museum and Galleries	0070
Auditoria	0075
Stage	0077
Auditoria Service	0079

C. Special Instructional Support Space

Locker Rooms	0081
Parking	0082
Equip Maintenance/Repair	0083
Field Areas	0084
Other Special Support	0085

D. Miscellaneous

Student Use	0091
Administrative Use	0092
Faculty Use	0093
Other General Use	0099

E. Residence Halls

Dorm Room	0095
Food Service	0096
Living Quarters	0098

NONASSIGNABLE

Electrical	1000
Telephone	1001
Custodian	1002
Restroom	1003
Corridor	1004
Lobby	1005
Stairway	1006
Telecom Closet	1007
Miscellaneous Nonassignable	1008
Elevator	1009
Mechanical	1010

0001
Lecture

Definition: A room used for classes that do not require special purpose equipment for student use.

Description: A lecture room may be equipped with tablet arm chairs (fixed to floor joined together in groups, or flexible in arrangement), tables and chairs, or similar types of seating. A lecture room may be furnished with special equipment appropriate to a specific area of study if this equipment does not render the room suitable for use by classes in other areas of study.

Limitations: This category does NOT include conference rooms or auditoriums. Seminar rooms that are typically used for small classes are defined separately and not included in this category.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must equal 00001.
inst_level:	Level must equal zero.
st_code:	
num_sta:	Stn count must not equal zero.

0002
Lecture Service

Definition: A room which directly serves a lecture room as an extension of the activities of the lecture room.

Description: Included in this category are storage rooms, locker and shower rooms, closets, coatrooms, shops, dark rooms, laundry rooms, observation rooms, preparation and workrooms, study rooms, and preview rooms if they serve a lecture room.

Limitations: This category does NOT include coatrooms, preparation and storage rooms, closets, if such rooms serve laboratories, conference rooms, etc.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must equal 00001.
inst_level:	Level must equal zero.
st_code:	
num_sta:	Stn count must equal zero.

0010
Teaching Lab

Definition: A room primarily used by regularly scheduled classes which require special-purpose equipment or treatment for student participation, experimentation, observation or practice in a field of study.

Description: A teaching laboratory is designed and/or furnished with specialized equipment to serve the needs of a particular area of study for group instruction in regularly scheduled classes. The design and/or equipment in such a room normally precludes its use for other areas of study. Included in this category are rooms generally referred to as instructional shops, drafting rooms, band rooms, group studios, and similar specially designed and/or equipped rooms **IF** they are used primarily for group instruction in regularly scheduled classes.

Limitations: This category does NOT include laboratory rooms that serve as individual (or independent) study rooms. It does NOT include laboratories used for group instruction that are informally or irregularly scheduled. This category does NOT include rooms generally referred to as research laboratories. It does NOT include gymnasiums, pools, or drill halls.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must be between 01000 and 49999.
inst_level:	Level must not equal zero.
st_code:	
num_sta:	Stn count must not equal zero.

0011
Teaching Lab Service

Definition: A room which directly serves one or more teaching laboratories as an extension of other activities of the teaching laboratories.

Description: Such space is characteristically used for the preparation of course materials or lab assignments either by students or faculty, or for the temporary housing of materials and supplies frequently issued to students for laboratory classes. Included in this category are balance rooms, stock and equipment issue rooms, cold rooms, control rooms, dark rooms, drying and mounting rooms, preparation rooms, and similar facilities which directly serve a teaching laboratory.

Limitations: This category does NOT include animal rooms, greenhouses, departmental warehouses, or administrative stock rooms NOT directly related to teaching laboratories.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must be between 01000 and 49999.
inst_level:	Level must not equal zero.
st_code:	
num_sta:	Stn count must be equal zero.

0016
Research Space

Definition: A room used primarily by informally scheduled classes or for special or independent study by graduate or advanced undergraduate students. Research space contains special purpose equipment for student participation, experimentation, observation or practice in a field of study.

Description: A research space is designed for and/or furnished with equipment to serve the needs of a particular area of study that normally limits or precludes its use for other areas of study. Note that the criteria for differentiating between a teaching laboratory and a research space is the nature of its scheduling and usage.

Limitations: This category does NOT include rooms generally referred to as teaching laboratories or self-instruction laboratories.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must be between 01000 and 49999.
inst_level:	Level must equal 3.
st_code:	
num_sta:	Stn count must not equal zero.

0017
Research Service

Definition: A room that directly serves one or more research space as an extension of the activities in those rooms.

Description: This category includes preparation rooms, workrooms, stock and equipment issue rooms, dark rooms, sterilizer rooms, observation rooms, and shops.

Limitations: This category does NOT include rooms that serve teaching laboratories or self-instruction laboratories.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must be between 01000 and 49999.
inst_level:	Level must equal 3.
st_code:	
num_sta:	Stn count must be equal zero.

0019
Self-Instruction Computer Lab

Definition: Space used to house computers that are used for self-instruction purposes.

Description: Such space provides access to the computing resources. This includes study activities, drills, exercises, research, analysis and development projects, individual and team assignments, case studies, written reports, and other assignments.

Limitations: This category does NOT include rooms used primarily as teaching laboratories even though such rooms house computers, i.e., computer science classes. It does NOT include space where computers are used for specialized purposes, such as measurement, monitoring, and control systems, or student support systems, such as career guidance computer applications. It does NOT include self-instruction laboratories used primarily for individual student experimentation, observation or practice in a particular field of study, such as computer-assisted instruction, language laboratories or specially equipped rooms used for remedial non-credit courses.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	
inst_level:	Level must equal zero.
st_code:	Must be 10.
num_sta:	Stn count must not equal zero.

0020
Self-Instruction Lab

Definition: A specially equipped space used for self- instruction.

Description: Such space is primarily used for individual student experimentation, observation, or practice in a particular field of study. Included in this category are spaces used for computer-assisted instruction, teaching machines, listening and recording devices, and language laboratories used for instructional service purposes. Also included are specially equipped rooms used for remedial non-credit courses.

Limitations: This category does NOT include related spaces such as equipment repair and service shops, storage areas, administrative offices, and other spaces that should be classified under instructional support categories.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must be between 01000 and 49999.
inst_level:	Level must equal zero.
st_code:	
num_sta:	

0021
Music Practice Studio

Definition: A small room used for musical practice or rehearsal by individual students or small groups.

Description: A space used for musical practice by individuals or small groups of students.

Limitations: This category does NOT include spaces used for musical practice by bands, orchestras, ensembles, or other large groups (see Teaching Laboratory or Auditoria). It also does NOT include cases where instructor offices contain music space as well as office space.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 10051 or 10041
inst_level: Level must equal zero.
st_code:
num_sta:

0022
Physical Education - Indoor

Definition: For regularly scheduled physical education classes which require special equipment for student participation.

Description: Included in this category are indoor rooms generally referred to as gyms, auxiliary activity rooms, body mechanics rooms, dance studios, exercise rooms, handball courts, squash courts, wrestling rooms, swimming pools, ice rinks, physical fitness rooms, track areas, weight lifting rooms, field houses, etc.

Also included in this category are spectator seating areas and such related areas as locker rooms, clothing and equipment issue rooms, shower rooms, dressing rooms and directly related toilet areas.

L**imitations**: This category does NOT include lecture rooms, teaching laboratories, or offices even though they may be located in an athletic building. It does NOT include outside fields, tennis courts, archery or rifle ranges. It does NOT include restrooms for the general public. Other indoor non-instructional, but assignable space should be categorized under the appropriate support category (e.g., office, work preparation, stockroom, etc.).

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 08351, 08352, 08353, 08354, 08355 or 08356.
inst_level: Level must equal zero.
st_code:
num_sta:

0023
Physical Education - Outdoor

Definition: For regularly scheduled physical education classes which require special equipment and outdoor space.

Description: Included in this category are four classifications of facilities:
1. paved service areas, including basketball courts, elementary physical education, and tennis courts.
2. field areas, including practice fields for football and baseball, multiple use fields for men and women, regulation baseball fields, track and football areas with 220 straightaway, 1/4 mile, 9 lanes and putting areas. Also includes spectator seating.
3. aquatic, including elementary & intermediate pools, diving & life saving pools.
4. intercollegiate facilities, such as a stadium.

Limitations: This category does NOT include temporary or movable seating areas nor areas generally referred to as Indoor Physical Education activities.

Validation Error Messages:
ASF:
HEGIS: HEGIS must equal 08351, 08352, 08353, 08354, 08355 or 08356.
inst_level: Level must equal zero.
st_code:
num_sta:

0024
Military Science

Definition: A room or area used by Reserve Officer Training Corps (ROTC) units or military science programs.

Description: This category includes armories, indoor drill areas, and other special-purpose space reserved exclusively for the military sciences, including rifle ranges, arms storage areas, building and equipment issue rooms.

Limitations: This category does NOT include instructional rooms generally usable by other disciplines, and other spaces allocated to military science but included under instructional support (e.g., offices, conference rooms, etc.)

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must begin with 18.
inst_level: Level must equal zero.
st_code:
num_sta:

0025
Animal Quarters

Definition: A room that houses laboratory animals maintained by the institution for research and/or instruction purposes.

Description: This category includes rooms generally referred to as animal rooms, cage rooms, stalls, wards and similar rooms that are used to house animals intended for use in teaching laboratories, research laboratories, etc.

Limitations: This category does NOT include facilities classified as field structures under instructional support.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must be between 01000 and 49999.
inst_level: Level must equal zero.
st_code:
num_sta:

0026
Greenhouse

Definition: A building or room, usually composed chiefly of glass or other light transmitting material, for the cultivation and/or protection of plants.

Description: Includes rooms generally referred to as hothouses or greenhouses, and related auxiliary spaces.

Limitations: Does NOT include storage or protection structures related to farm operations.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must be between 01000 and 49999.
inst_level: Level must equal zero.
st_code:
num_sta:

0027
Special Space Education

Definition: A specialized space primarily used to practice the principles of certain program areas, particularly education and home economics.

Description: This category includes demonstration schools, laboratory schools, preschool nurseries, day care centers, if the facilities support the academic programs involved.

Limitations: This category does NOT include lounges, work preparation rooms, conference rooms. Office for Laboratory School teachers should be coded as "other office." If HEGIS does not begin with 08-Education or 13-Home Economics, use 0029-Special Instruction.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must begin with 08 or 13.
inst_level: Level must equal zero.
st_code:
num_sta:

0028
Audiovisual and Similar Associated Spaces

Definition: A room or group of rooms used for the production and distribution of audiovisual, radio, and TV materials, and for the operation of equipment for the communication of these materials.

Description: This category includes rooms generally referred to as TV studios, radio studios, sound studios, graphic studios, and similar rooms.

Limitations: Studios used primarily as part of an instructional program to train students in communication techniques should be classified as teaching labs.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0029
Other Special Instructional Space

Definition: Spaces required as the normal part of any college's instructional program, but not readily classifiable under other categories of instructional space.

Description: This category does NOT include spaces classified as "exempt", such as auditoriums, theaters, and music halls inventoried as instructional-support.

Limitations: This category should have very limited usage.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must be between 01000 and 49999.
inst_level: Level must equal zero.
st_code:
num_sta:

0030
Faculty Office

Definition: A space for desks, office stations, etc., of faculty members.

Description: A faculty office should have one full-time regular faculty, but also those of part-time faculty, teaching assistants, and graduate students with teaching responsibilities.

Limitations:.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must be between 00001 and 49999.
inst_level: Level must equal zero.
st_code:
num_sta: Stn count must not equal zero.

0031
Faculty Office-Support

Definition: A space occupied by staff directly supporting instructional faculty activities.

Description: This category includes space occupied by clerks, technicians, support, receptionists, and other staff..

Limitations: This category does NOT include rooms generally referred to as faculty offices.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must be between 00001 and 49999.
inst_level:	Level must equal zero.
st_code:	
num_sta:	Stn count must not equal zero.

0032
Faculty Office-Service

Definition: A space that directly serves faculty offices as an extension of the activities that take place there.

Description: This category includes such areas as file rooms, office supplies, duplicating rooms, mail handling, personnel interviewing, and reading rooms; it also includes vaults, closets, record rooms, and private restrooms.

Limitations: This category does NOT include office service related to administration or other central areas serving the whole campus such as centralized copy centers.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must be between 00001 and 49999.
inst_level:	Level must equal zero.
st_code:	
num_sta:	

0035
Faculty/ Administration

Definition: An office allocated to faculty members with administrative responsibilities. Also space allocated to administrative officers with responsibilities related to the instructional program.

Description: This category includes the offices of deans, department and division chairmen, and the Office of the Chief Instructional Officer (e.g., the Dean of Instruction). If doubt exists as to whether a space should be classified as Faculty/Administration or Administration, refer to campus operating budget. Positions listed under instructional-support should be classified as Faculty/Administration. Positions listed under administration should be classified as Administration.

Limitations: This category does NOT include such spaces as should be classified as Faculty Offices or Administrative Offices. (See 0030 and 0040).

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta: Stn count must not equal zero.

0036
Faculty/ Administration-Clerical

Definition: Space occupied by staff members who directly serve the faculty members with administrative responsibilities, as well as those who serve administrative officers with
responsibilities related to the instructional program.

Description: This category includes clerks, technicians, supports, receptionists, etc. Space allocated for technicians, shop, warehouse, and other materials processing personnel, may also be included if it is in the nature of an instructional office.

Limitations: This category does NOT include space allocated for materials processing personnel if it is a work preparatory station. Such space should be described under the instructional discipline or the instructional-support unit controlling it.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta: Stn count must not equal zero.

0037 Faculty/ Administration-Service

Definition: A room which directly serves a Faculty/Administration office as an extension of the activities that take place there.

Description: This category includes such areas as file rooms, office supplies, duplicating, mail handling, and personnel interviewing. It also includes other auxiliary rooms, such as vaults, restrooms and internal corridors within Faculty/Administration suites.

Limitations: This category does NOT include office service related to administration or other central areas serving the whole campus such as centralized mimeograph and printing shops.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	
inst_level:	Level must equal zero.
st_code:	
num_sta:	

0040 Administration

Definition: An office space which serves as the primary work area of any person assigned as an administrative position including organized activities, student services and staff benefits, maintenance and operation of plant, and general administration.

Description: This category includes directors' offices, dean of students, dean of housing, head librarian's offices, business offices, personnel offices, counselors' offices, coordinators' offices, admissions offices, registrar's and business manager's offices, President's and Vice-President's offices, alumni offices, supervisors' offices, security offices, etc.

If doubt exits as to whether a space should be classified as Administration or Faculty/Administration, refer to your operating budget. Those positions listed under administration should be classified as Administration. Those positions listed under instructional support should be classified as Faculty/Administration.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must begin with 8 or 9.
inst_level:	Level must equal zero.
st_code:	
num_sta:	Stn count must not equal zero.

0041 Administration-Support

Definition: A space occupied staff who directly serve the administrative personnel.

Description: This category includes clerks, technicians, admin, receptionists, typists, etc. Space allocated for technicians, shop repairmen, warehousemen, and other materials processing personnel may also be included if it is in the nature of an administrative office.

Limitations: This category does NOT include space allocated for materials handling personnel if it is a work preparatory station. Such space should be described under the instructional discipline or the instructional-support unit controlling it.

Validation Error Messages:

ASF: ASF must not equal zero.
HEGIS: HEGIS must begin with 8 or 9.
inst_level: Level must equal zero.
st_code:
num_sta: Stn count must not equal zero.

0042 Administration-Service

Definition: A space which directly serves an administrative office (or group of offices as an extension of the activities in that office [or group of offices]).

Description: This category includes file rooms, vaults, waiting and reception rooms, interview rooms, closets, private restrooms, record rooms, supply and storage rooms, lockers and shower rooms, testing rooms, reading rooms, general purpose rooms, conference rooms, duplicating rooms, mail rooms, coat rooms, work rooms, dark rooms, equipment rooms, etc. This category also includes centralized copy centers.

Limitations: This category does NOT include any service areas that serve a Faculty/Administrative office. (See 0037).

Validation Error Messages:

ASF: ASF must not equal zero.
HEGIS: HEGIS must begin with 8 or 9.
inst_level: Level must equal zero.
st_code:
num_sta:

0045 Student Organization

Definition: A**s s**pace used by student organization.

Description: This category includes the editorial offices of the college newspaper, the yearbook, the president of the student body, and other student organizations.

Limitations: This category does NOT include teaching assistants or students with instructional responsibilities.

Validation Error Messages:

ASF: ASF must not equal zero.
HEGIS: HEGIS must begin with 8 or 9.
inst_level: Level must equal zero.
st_code:
num_sta:

0049
Other Office

Definition: Offices not readily classifiable under specific office areas.

Description: This category includes physician examining rooms in Health Services, counseling-therapy rooms, campus lab school teaching offices and coaches offices.

Limitations: This category does NOT include offices readily classified under other office categories.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta: Stn count must not equal zero.

0051
Conference Room

Definition: A space used for meetings rather than regularly scheduled classes.

Description: This category includes rooms typically equipped with a large table and chairs and used as a general purpose meeting room. Although it may be assigned to a specific organizational unit, it is used primarily by groups for general purposes such as department meetings, student government, and administrative conferences.

Limitations: This category does NOT include lecture rooms.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta: Stn count must not equal zero.

0052
Lounge

Definition: A room used for rest and relaxation.

Description: This category includes space typically equipped with upholstered furniture, draperies, and/or carpeting, and may include vending machines.

Limitations: This category does NOT include conference rooms.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0053 Recreation

Definition: A space (non-instructional) used by students, staff and/or the public for recreational purposes, extra-curricular events and activities.

Description: This category includes such spaces as bowling alleys, pool and billiard rooms, ping-pong rooms, ballrooms, chess rooms, card-playing rooms, music listening rooms, and hobby rooms.

Limitations: This category does NOT include spaces used for regularly scheduled credit classes.

Validation Error Messages:
ASF:
HEGIS: HEGIS must begin with 8 or 9.
inst_level: Level must equal zero.
st_code:
num_sta:

0055 Administrative Stockroom

Definition: A room used for the storage of clerical and other instruction- support materials.

Description: This category includes spaces used for the frequent issuance of materials, supplies and equipment NOT directly involved w/classroom instruction.

Limitation: This category does NOT include a stockroom servicing instructional spaces (e.g., laboratories, lectures, etc.).

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must begin with 8 or 9.
inst_level: Level must equal zero.
st_code:
num_sta:

0056 General Storage

Definition: Space used for storage of materials typically used in the course of an academic year, when not directly related to classroom instruction.

Description: This category includes such spaces as the centralized storage facilities for the purchasing department.

Limitations: This category does NOT include refrigerated food storage, controlled environment storage, or other housing for materials directly related to instructional programs; it also does NOT include warehouses or administrative stockrooms.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0057
Warehouse

Definition: Major centralized facility used primarily for long-term storage, including the materials receiving space (e.g., loading docks).

Description: This category includes spaces associated with shipping and receiving functions or a space where materials are deposited for a short time pending distribution to storage or stockrooms elsewhere.

Limitations: This category does NOT include such spaces as general storage or administrative stockroom.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0060
Library Study Hall

Definition: A large room within a library facility predominantly devoted to study rather than stack areas.

Description: This category includes reading spaces typically equipped with tables and chairs and containing less than two parallel rows of double based book shelving units.

Limitations: This category does NOT include study areas or carrels in an open stack area.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 90301.
inst_level: Level must equal zero.
st_code:
num_sta:

0062
Library Carrel Area

Definition: A group of study stations within or adjacent to a stack area.

Description: This category includes space generally referred to as carrel study rooms, individual study rooms, study booths, and similar rooms that are intended for general study purpose.

Limitations: This category does NOT include single carrels, very small groups of carrels, and other study stations in stack areas. These are part of the library's total student reading station capacity, but are NOT to be reported independently.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 90301.
inst_level: Level must equal zero.
st_code:
num_sta:

0063
Library - Other Specialized Study Areas

Definition: Space used for study purposes which is not classifiable as either library study hall, library carrels or an open stack study area.

Description: This category may include study areas that contain typewriters, remote terminals of a computer, electronic display material, etc.

Limitations: This category does NOT include library study halls, library carrels, or an open stack study area.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 90301.
inst_level: Level must equal zero.
st_code:
num_sta:

0064
Library - Book Housing - Stacks

Definition: Space for housing books or other circulating or reference materials.

Description: This category includes not only books, but also audiovisual aids (film strips, slides, phonograph and tape recordings), microfilms, pamphlets, maps, charts, and other library materials not in book form, book stacks and housing for other publications in stack areas, including circulation areas, stairways within stack areas, and collections of art objects and historical and/or scientific specimens. Such specimens may be in rack, trays, or cabinets that are reasonably accessible for study.

Limitations: This category does NOT include book-shelving units in library study halls or in rooms where study stations occupy the majority of floor space.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 90301.
inst_level: Level must equal zero.
st_code:
num_sta:

0066
Library - Open Stack Study Area

Definition: Space for combined book storage and reading in which ranges of shelving units are open to library users.

Description: This category includes space generally referred to as open stack reading rooms.

Limitations: This category does NOT include study halls or carrels.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 90301.
inst_level: Level must equal zero.
st_code:
num_sta:

0068
Library Service - Book Processing - Technical Service

Definition: Other assignable square footage in libraries not categorized elsewhere.

Description: Library service can be divided into three major categories:
Technical Processing Space - space required for book acquisition, ordering and processing, and other technical procedures.
Circulation Desk/Public Areas - including card catalogues and microfilm reading areas.
Miscellaneous Spaces - occasional display areas, staff lockers, etc.

Limitations: This category does NOT include such library space as staff offices, campuswide or centralized A/V areas, or spaces readily classified using instructional-support or administrative categories.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 90301.
inst_level: Level must equal zero.
st_code:
num_sta:

0069
Library - Movable Aisle Compact Shelving

Definition: Space which provides high density storage for collections (books, bound periodicals and serials) not housed in "open stack" areas.

Description: This category includes shelving areas that are calculated to hold 35 volumes to the assignable square foot of library space. Storage units in this category may be industrial shelving or moving aisle shelves.

NOTE: Automatic Retrieval Systems (ARS) are included in this category.

Limitations: This category does **NOT** include conventional stack or space used to store library supplies and other non-circulation materials.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 90301.
inst_level: Level must equal zero.
st_code:
num_sta:

0070 Museums and Galleries

Definition: Space used for exhibition areas, or departmental collections, and related work areas used primarily for the operation of museums or art galleries.

Description: This category includes collection areas such as display of various specimens.

Limitations: This category does NOT include the following space or areas: Hallways, custodial rooms and lobbies that are NOT part of the museum space. Reasonably accessible collection housing space (as in classified racks or trays): this is classified as Book Housing - Stack. Relatively inaccessible and/or inactive storage (as in packing cases, crates, etc.): this is classified as storage or warehouse. Any rooms more appropriately classified elsewhere, i.e., office, conference, work-prep, etc.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	Must not be 00000.
inst_level:	Level must equal zero.
st_code:	
num_sta:	

0075 Auditoria

Definition: Space for auditoria, theaters, and music halls only if designed and equipped for performing arts, and is NOT regularly scheduled for classes.

Description: A large room accommodating a number of seated people, and containing a proscenium, a stage and related facility normally found in a theater. This category also includes the seating areas, aisles, and orchestra pit.

Limitations: This category does NOT include the storage area, or other related service areas. It also does NOT include lobbies regarded as part of the building's general circulation area. A modern music hall with no proscenium arch, no fixed boundary between the audience seating area and the stage area, and no extensive back stage or stage wing areas, should be reported as a single space under the classification of auditoria.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	HEGIS must begin w/10.
inst_level:	Level must equal zero.
st_code:	Must be 05.
num_sta:	Stn count must not equal zero.

0077
Stage

Definition: Square footage specifically for performances and other presentations in an auditorium.

Description: This category includes space used for actual performances, rehearsals, and presentations.

Limitations: This category does NOT include auditoria service space or seating.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 00001 or between 01000 and 49999.
inst_level: Level must equal zero.
st_code:
num_sta:

0079
Auditoria Service

Definition: Specialized space directly related to the activities occurring in an auditorium.

Description: This category includes dressing rooms, check rooms, ticket sales areas, projection rooms, equipment, prop, and storage spaces.

Limitations: This category does NOT include spaces readily classifiable elsewhere, e.g., offices.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must begin w/10.
inst_level: Level must equal zero.
st_code:
num_sta:

0081
Locker Rooms

Definition: Space used for changing clothes and/or storing personal materials.

Description: This category includes locker rooms associated with the disciplines of art (10021) and home economics (13xxx).

Limitations: This category does NOT include Physical Education lockers that should be included in Physical Education - Indoor (0022).

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must not equal 08351, 08352, 08353, 08354, 08355 or 08356.
inst_level: Level must equal zero.
st_code:
num_sta:

0082
Parking

Definition: Any area used for the parking or storing of motor vehicles, or related wheeled or track apparatus.

Description: This category includes all floor surfaces in facilities and structures used for parking or storing automobiles, buses, trucks, etc.

Limitations: This category does NOT include structures for the parking and/or storing of farm vehicles and equipment (See 0084).

Validation Error Messages:
ASF:
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0083
Equipment Maintenance and Repair Shops

Definition: Space for manufacturing, maintenance, and repair operations for either instructional or administrative units.

Description: This category includes shops for laboratory equipment maintenance and repair, such as those supporting the Departments of Engineering or Agriculture, and shops under the control of plant operations.

Limitations: The category does NOT include similar spaces used primarily by students for academic credit.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0084
Field Areas

Definition: Building and other structures for the handling, storage and/or protection of farm produce, supplies, tools and vehicles, and other facilities generally related to agricultural activities (01xxx).

Description: This category includes barns, animal shelters, sheds, and other facilities typically of light frame construction with unfinished interiors.

Limitations: This category does NOT include spaces in a field building that are finished and classifiable elsewhere, such as offices, work prep, etc.

Validation Error Messages:
ASF:
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0085
Other Specialized Instructional Support Space

Definition: All such space clearly identifiable as instructional-support, but not readily classifiable in another category.

Limitations: This classification should be used only as a last resort.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS:
inst_level: Level must equal zero.
st_code:
num_sta:

0091
Student Use

Definition: To be used only when student space cannot be reasonably categorized elsewhere.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: Must begin with 8 or 9.
inst_level: Level must equal zero.
st_code:
num_sta:

0092
Administrative Use

Definition: To be used only when administration space cannot be reasonably categorized elsewhere.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: Must begin with 8 or 9.
inst_level: Level must equal zero.
st_code:
num_sta:

0093
Faculty Use

Definition: To be used only when faculty space cannot be reasonably categorized elsewhere.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 00001 or between 01000 and 49999.
inst_level: Level must equal zero.
st_code:
num_sta:

0095
Dormitory Room

Definition: A residential room designed for one or more unmarried individuals typically furnished with beds, desks, and chairs.

Description: This space may serve as a sleep/study or exclusively for sleeping.

Limitations: This category does NOT include dining halls, kitchens or any space that services or contains food. Space associated with food in residential space should be coded 0096. Offices that service residential space should be classified as offices 0040, likewise, other space should be classified in the appropriate space type code, such as: lounges 0052, recreation rooms 0053, study halls 0060, etc.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 80151, 80152.
inst_level: Level must equal zero.
st_code:
num_sta:

0096
Food Service in Residential Space

Definition: A space where food is prepared and served to the occupants in a residence hall.

Description: This category includes all dining halls, kitchens, and food service spaces.

Limitations: This category does NOT include rooms that are used primarily for the public or for faculty.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 80151, 80152.
inst_level: Level must equal zero.
st_code:
num_sta:

0098
Living Quarters

Definition: A residential room typically used as group living rooms furnished with tables and chairs and furniture. Not designed for sleeping quarters.

Limitations: This category does NOT include dining halls, which should be coded as 0096; offices that serve residential activities should be classified as offices 0040, likewise, other space should be classified in the appropriate space type code, such as: lounges 0052, recreation rooms 0053, study halls 0060, etc.

Validation Error Messages:
ASF: ASF must not equal zero.
HEGIS: HEGIS must equal 80151, 80152.
inst_level: Level must equal zero.
st_code:
num_sta:

0099
Other General Use

Definition: To be used only when space cannot reasonably be categorized elsewhere.

Validation Error Messages:

ASF:	ASF must not equal zero.
HEGIS:	
inst_level:	Level must equal zero.
st_code:	
num_sta:	

NONASSIGNABLE SPACE TYPE CODES

1000 Electrical
1001 Telephone
1002 Custodian/Janitor
1003 Public Restroom
1004 Corridor
1005 Lobby (general circulation)
1006 Stairway
1007 Telecom Closet
1008 Miscellaneous Nonassignable
1009 Elevator
1010 Mechanical

Code	**Station Type**
00	Unclassified
01	Tables and Chairs
02	Tablet Armchairs
03	Built-in Workstations
04	Desk and Chair
05	Auditorium Seating
06	Other Fixed or Tiered Seating
07	Bed
08	Furniture
09	Other
10	Computer Workstation
12	Combination

Report Abbreviations

COMPL	=	Completion
DESC	=	Description
EFFC	=	Efficiency
FAC	=	Facility
FAC Office/FO	=	Faculty Office
FAC ADM/FAO	=	Faculty Administration/Office
INST LVL	=	Instructional Level
LEC	=	Lecture
LD	=	Lower Division
NUM	=	Number
RM	=	Room
SFX	=	Suffix
SP	=	Space
STA	=	Station
SS	=	Number of Stations
TRAN	=	Transaction
UD	=	Upper Division

The following space reports are available on the Space Management webpage at: https://update.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/operations-center/Pages/space-management.aspx

- Campus Space Report (Fall 2001 - Current)
- Campus Facility Report (Fall 2003 - Current)
- Campus Capacity Report (Fall 2003 - Current)
- Campus Complete Space Report by Facility (Fall 2003 - Current)
- Campus Summary Space Type Report by Discipline (Fall 2003 - Current)

You can also search for specific report by going to the Resource Library at: https://update.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Pages/cpdc-resource-library.aspx

Space and Facilities Database Management System

Space Update Room by Room Before & After Review

Campus: 80 San Jose
Center: 00 Main campus
Facility: 001 - AUTO BANK TELLER FAC

Space No: 0102 --
Transaction Type: U

	Before		After		Diff / Change
Space Type	0099	Otr-Gen Misc	0099	Otr-Gen Misc	Same
Discipline Type	80141	Student Union	80141	Student Union	Same
Inst Level	0		0		Same
ASF	88		888		800
Num of Stations	0		0		0
FTE					
Room Status	P		T		Change
Station Type	00	Unapplicable	00	Unapplicable	Same
Function Code	000	Undefined	000	Undefined	Same
Department Code	000	Undefined	000	Undefined	Same
School Code	00	Undefined	00	Undefined	Same

Space and Facilities Database Management System

Space Update Room by Room Before & After Review

Campus: 80 San Jose
Center: 00 Main campus
Facility: 003 - STUDENT UNION

Space No: 0032 --
Transaction Type: U

	Before		After		Diff / Change
Space Type	0049	Other Office	0083	Maint Rpr Sp	Change
Discipline Type	90431	Placement	90431	Placement	Same
Inst Level	0		0		Same
ASF	88		1000		912
Num of Stations	1		0		-1
FTE					
Room Status	P		P		Same
Station Type	04	Dsk/Ch	00	Unapplicable	Change
Function Code	000	Undefined	000	Undefined	Same
Department Code	000	Undefined	000	Undefined	Same
School Code	00	Undefined	00	Undefined	Same

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 00 Main campus

P/T: Permanent

Facility	Before									After									Diff									ASF		
	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO			
	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Before	After	Diff
003 - STUDENT UNION																									0			104,414	105,326	912
004 - CENTRAL PLANT																									0			485	485	0
006 - SPARTAN MEMORIAL																									0			1,755	1,755	0
007 - FACULTY OFFICE BUI								86	3								86	3							0	0	0	9,613	9,613	0
012 A CORPORATION YARD																									0			7,993	7,993	0
012 B CORPORATION YARD																									0			19,568	19,568	0
019 - UNIVERSITY HOUSE																									0			3,983	3,983	0
020 - WASHINGTON SQUAR	325	757.3	58	30.2	103	40.2	827.6	44	13	145	337.9	91	47.3	123	48.0	433.1	48	14	-180	-419.4	33	17.2	20	7.8	-394.4	4	1	34,332	36,165	1,833
021 - DWIGHT BENTEL HAL	75	174.8			119	46.4	221.2	22	1	75	174.8			119	46.4	221.2	22	1	0	0			0	0	0	0	0	21,903	21,903	0
023 - BUILDING BB																									0			5,220	5,220	0
025 - MORRIS DAILEY AUDI																									0			10,358	10,358	0
027 - COMPUTER CENTER																									0			10,792	10,792	0
028 - CAFETERIA																									0			18,745	18,745	0
030 - ADMINISTRATION									11									11							0		0	24,289	24,289	0
031 - ART	70	163.1	95	49.4	330	128.7	341.2	60	4	70	163.1	95	49.4	330	128.7	341.2	60	4	0	0	0	0	0	0	0	0	0	54,386	54,386	0
033 - IRC RICHARD B. LEWI																									0			11,691	11,691	0
034 - DUDLEY MOORHEAD I	1,097	2,556.0			62	24.2	2,580.2	85	7	1,097	2,556.0			62	24.2	2,580.2	85	7	0	0			0	0	0	0	0	36,077	36,077	0
035 - ENGINEERING	449	1,046.2	107	55.6	946	368.9	1,470.8	115	8	449	1,046.2	107	55.6	946	368.9	1,470.8	115	8	0	0	0	0	0	0	0	0	0	220,179	220,179	0
036 - SWEENEY HALL	990	2,306.7	117	60.8	179	69.8	2,437.4	98	16	990	2,306.7	117	60.8	179	69.8	2,437.4	98	16	0	0	0	0	0	0	0	0	0	54,988	54,988	0
038 - HEALTH BUILDING	213	496.3			25	9.8	506.0	29	1	213	496.3			25	9.8	506.0	29	1	0	0			0	0	0	0	0	22,503	22,503	0
039 - INDUSTRIAL STUDIE	102	237.7	153	79.6	572	223.1	540.3	32	1	102	237.7	153	79.6	572	223.1	540.3	32	1	0	0	0	0	0	0	0	0	0	84,063	84,063	0
044 - MUSIC	171	398.4	41	21.3	131	51.1	470.8	38	1	171	398.4	41	21.3	131	51.1	470.8	38	1	0	0	0	0	0	0	0	0	0	35,394	35,394	0
045 - YOSHIHIRO UCHIDA H	40	93.2			13	5.1	98.3	22	1	40	93.2			13	5.1	98.3	22	1	0	0			0	0	0	0	0	28,852	28,852	0
046 - SPX EAST	47	109.5					109.5	8		47	109.5					109.5	8		0	0					0	0		20,286	20,286	0

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 00 Main campus

P/T: Permanent

Facility	Before									After									Diff									ASF		
	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO			
	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Before	After	Diff
047 - SPX CENTRAL	60	139.8	60	31.2	60	23.4	194.4	24	2	60	139.8	60	31.2	60	23.4	194.4	24	2	0	0	0	0	0	0	0	0	0	56,093	56,093	0
048 - SCIENCE	516	1,202.3	185	96.2	92	35.9	1,334.4	37	3	516	1,202.3	185	96.2	92	35.9	1,334.4	37	3	0	0	0	0	0	0	0	0	0	55,907	55,907	0
049 - HUGH GILLIS HALL	337	785.2	26	13.5	59	23.0	821.7	45	5	337	785.2	26	13.5	59	23.0	821.7	45	5	0	0	0	0	0	0	0	0	0	42,841	42,841	0
052 - DUNCAN HALL	485	1,130.1	342	177.8	518	202.0	1,509.9	141	7	485	1,130.1	342	177.8	518	202.0	1,509.9	141	7	0	0	0	0	0	0	0	0	0	178,427	178,427	0
053 - NORTH PARKING FAC																									0			691	691	0
053 A STUDENT SERVICES (									6									6							0		0	79,945	79,945	0
054 - SOUTH PARKING FAC																									0			3,596	3,596	0
055 - WEST PARKING FACIL																									0			595	595	0
059 - ROBERT D. CLARK LIE	543	1,265.2	740	384.8	281	109.6	1,759.6	180	46	543	1,265.2	740	384.8	281	109.6	1,759.6	180	46	0	0	0	0	0	0	0	0	0	116,482	116,482	0
071 - CENTRAL CLASSROO	77	179.4			217	84.6	264.0	27	2	77	179.4			217	84.6	264.0	27	2	0	0			0	0	0	0	0	21,224	21,224	0
072 - TOWER HALL																									0			3,930	3,930	0
078 - MACQUARRIE HALL	524	1,220.9	19	9.9	303	118.2	1,349.0	74	11	524	1,220.9	19	9.9	303	118.2	1,349.0	74	11	0	0	0	0	0	0	0	0	0	50,093	50,093	0
090 - JOE WEST HALL (STU																									0			69,552	69,552	0
091 - DINING COMMONS																									0			22,606	22,606	0
092 - BOCCARDO BUSINES	2,061	4,802.1					4,802.1	9		2,061	4,802.1					4,802.1	9		0	0					0	0		50,020	50,020	0
092 T BUSINESS TOWER								149	17								149	17							0	0	0	24,348	24,348	0
100 - STUDENT UNION REC																									0			82,944	82,944	0
133 - UNIVERSITY POLICE I																									0			20,274	20,274	0
134 - MLK, JR. LIBRARY	42	97.9					97.9			42	97.9					97.9			0	0					0			408,857	408,857	0
135 - CHILD DEVELOPMENT																									0			7,651	7,651	0
999 - TESTING-ENGINEERIN	2,002	4,664.7	387	201.2	393	153.3	5,019.2	211	23	2,002	4,664.7	387	201.2	393	153.3	5,019.2	211	23	0	0	0	0	0	0	0	0	0	183,206	183,206	0
Center Total:	10,226	23,826.6	2,330	1,211.6	4,403	1,717.2	26,755.4	1,536	189	10,046	23,407.2	2,363	1,228.8	4,423	1,725.0	26,360.9	1,540	190	-180	-419.4	33	17.2	20	7.8	-394.4	4	1	2,321,151	2,323,896	2,745

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 02 South Campus

P/T: Permanent

Facility	Before									After										Diff										ASF		
	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO		Lecture		LD Lab		UD/GD Lab		Total	FO	FAO				
	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Before	After	Diff
062 - FIELD HOUSE								6		50	116.5	20	10.4	30	11.7	138.6	13	5		50	116.5	20	10.4	30	11.7	138.6	7	5		10,320	10,655	335
125 - SIMPKINS STADIUM C									7									7								0		0		15,967	15,967	0
132 - SIMPKINS ATHLETICS																										0				17,610	17,990	380
141 - ATHLETIC TRAINING F																										0				10,906	10,906	0
Center Total:								6	7	50	116.5	20	10.4	30	11.7	138.6	13	12		50	116.5	20	10.4	30	11.7	138.6	7	5		54,803	55,518	715

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 03 San Jose Municipal Airport

P/T: Permanent

Facility	Before									After									Diff									ASF		
	Lecture Num Sta	Lecture FTE	LD Lab Num Sta	LD Lab FTE	UD/GD Lab Num Sta	UD/GD Lab FTE	Total FTE	FO Num Sta	FAO Num Sta	Lecture Num Sta	Lecture FTE	LD Lab Num Sta	LD Lab FTE	UD/GD Lab Num Sta	UD/GD Lab FTE	Total FTE	FO Num Sta	FAO Num Sta	Lecture Num Sta	Lecture FTE	LD Lab Num Sta	LD Lab FTE	UD/GD Lab Num Sta	UD/GD Lab FTE	Total FTE	FO Num Sta	FAO Num Sta	Before	After	Diff
032 - AVIATION BUILDING			40	20.8	82	32.0	52.8	1	12			40	20.8	82	32.0	52.8	1	12			0	0	0	0	0	0	0	38,486	38,486	0
Center Total:			40	20.8	82	32.0	52.8	1	12			40	20.8	82	32.0	52.8	1	12			0	0	0	0	0	0	0	38,486	38,486	0
Campus Total:	10,226	23,826.6	2,370	1,232.4	4,485	1,749.2	26,808.1	1,543	208	10,096	23,523.7	2,423	1,260.0	4,535	1,768.7	26,552.3	1,554	214	-130	-302.9	53	27.6	50	19.5	-255.8	11	6	2,414,440	2,417,900	3,460

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 00 Main campus

P/T: Temporary

Facility	Before									After										Diff										ASF		
	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO		Lecture		LD Lab		UD/GD Lab		Total	FO	FAO				
	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Before	After	Diff
001 - AUTO BANK TELLER F																										0				364	1,164	800
011 - BUILDING Q																										0				4,562	4,562	0
087 - HOOVER HALL (STU R																										0				22,778	22,778	0
088 - ROYCE HALL (STU RE																										0				22,778	22,778	0
089 - WASHBURN HALL (ST																										0				22,778	22,778	0
140 B MODULAR B												40	20.8			20.8						40	20.8			20.8				0	500	500
140 C MODULAR C												40	20.8			20.8						40	20.8			20.8				0	400	400
140 F MODULAR F														30	11.7	11.7								30	11.7	11.7				3,195	811	-2,384
Center Total:												80	41.6	30	11.7	53.3						80	41.6	30	11.7	53.3				76,455	75,771	-684

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 02 South Campus

P/T: Temporary

Facility	Before									After										Diff										ASF		
	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO		Lecture		LD Lab		UD/GD Lab		Total	FO	FAO				
	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Before	After	Diff
009 A MODULAR A								7		100	233					233	5			100	233					233	-2			1,230	1,286	56
009 B MODULAR B								12						50	19.5	19.5	11							50	19.5	19.5	-1			1,237	1,237	0
009 C MODULAR C																										0				1,230	1,230	0
Center Total:								19		100	233			50	19.5	252.5	16			100	233			50	19.5	252.5	-3			3,697	3,753	56

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 04 Art Foundry

P/T: Temporary

Facility	Before									After										Diff										ASF		
	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO		Lecture		LD Lab		UD/GD Lab		Total	FO	FAO				
	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Before	After	Diff
095 - ART SCULPTURE FAC																										0				5,916	8,916	3,000
Center Total:																										0				5,916	8,916	3,000

Space and Facilities Database Management System

Before & After Capacity Analysis

Campus: 80 San Jose
Center: 05 Leased Space

P/T: Temporary

Facility	Before									After										Diff										ASF		
	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO	Lecture		LD Lab		UD/GD Lab		Total	FO	FAO		Lecture		LD Lab		UD/GD Lab		Total	FO	FAO				
	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta	Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Num Sta	FTE	Num Sta	FTE	Num Sta	FTE	FTE	Num Sta	Num Sta		Before	After	Diff
925 - 4TH STREET BUILDIN									14									14								0		0		23,248	23,248	0
926 - NASA BUILDING									6									6								0		0		10,913	10,913	0
Center Total:									20									20								0		0		34,161	34,161	0
Campus Total:								19	20	100	233	80	41.6	80	31.2	305.8	16	20		100	233	80	41.6	80	31.2	305.8	-3	0		120,229	122,601	2,372