

# UT FACILITIES SPACE INVENTORY

## APPENDIX B: SELECTED DETAILED PROGRAMS AND DEFINITIONS

### 1. Table of Programs with Detail Program Codes

Program	Detailed Program
210 – Instruction	210.1 – Instruction, General 210.6 – Instruction, Admin 210.9 – Instruction, Dept. Research
220 – Research	220.1 – Research, Institutes & Centers 220.2 – Research, Organized (separately funded) 220.6 – Research, Admin 220.9 - Research, Departmental
230 – Public Service	No Detail Codes Required
240 – Academic Support	240.1 – Academic, libraries 240.2 – Academic, Museums & galleries 240.4 – Academic, Computing Services 240.5 – Academic, OTHER 240.6 – Academic, Administration 240.9 – Academic, Development/Fundraising
250 – Student Services	No Detail Codes Required
260 – Institutional Support	No Detail Codes Required
330 – Oper/Maint of Plant Expenses	No Detail Codes Required
280 – Scholarships & Fellowships	No Detail Codes Required – Probably should not see many of these on facilities data, if any.
290 – Auxiliary Enterprises	No Detail Codes Required

### 2. Definitions of Frequently Used Detail Programs

**210.9 – Departmental Research** (Instruction Program)

**220.9 – Departmental Research** (Research Program)

This category includes research development and scholarly activities that are not separately budgeted and accounted for on a project-by-project basis. This activity is supported through departmental budgets and therefore is not included in organized research. This includes faculty start-up funds and research incentive funds. This category allows F&A directors to distinguish between organized research activities and research activities that are supported through E&G funds, and include many pre-award activities pursued by a PI, including proposal writing, lab setup expenses, etc.

**210.6 – Instruction, Administration** (Instruction Program)

**220.6 – Research, Administration** (Research Program)

**240.6 – Academic, Administration** (Academic Support Program)

These categories include the activities for administrative and support services that benefit common or joint departmental activities or objectives in academic dean's offices, academic departments and organized research units, including space associated with the following activities:

- Grant proposal preparation
- Department Chair or Dean
- Preparation and review of Personnel Activity Reports
- Review of departmental accounts and financial statements
- Planning for building projects and renovations

- Selection and training of staff
- Selection and recruitment of faculty
- Departmental libraries not affiliated with the university library system

**220.1 – Institutes and Research Centers (Research Program)**

This category includes recognized and approved research centers and institutes within the university whose primary function is research, creative endeavor, or facilitation of research (Ex. Ag Research and Education Centers, Center for Economic and Business Research, Institute for Secure and Sustainable Environment).

**Do not** include sponsored projects (code these to 220.2), class labs or class lab service, academic centers (such as writing centers), non-research related greenhouses, startup funds, study rooms.

**220.2 – Organized Research (Research Program)**

This category includes all research and development activities of the university that are separately budgeted and accounted for on a project-by-project basis.

Organized Research projects have the following characteristics:

- A defined scope of work
- A work plan (including scientific methodology)
- A time frame (a recognizable beginning and end)
- Reporting requirements to the sponsor (external or internal)
- A separate account within the university's accounting system that includes a requirement for unused funds to be returned to the funding source at end of project time frame.
- **Sponsored Research.** Space identified as Sponsored Research must be supported with one or more SPN's in the space provided in the survey. This includes all research and development activities that are sponsored by federal and non-federal agencies and organizations. This would include activities paid by the University on corresponding Match/Cost Share funds that are also set up as SPN's.
- **University Research.** All research and development activities that are separately budgeted and accounted for by the University under an internal application of institutional funds. This might include Internal Project research awards (INT's) as well as other funding sources if they meet the characteristics identified above. In most cases, it would not include Startup or RIF funds.
- **Research Training.** Activities involving the training of individuals in research techniques where such activities utilize the same facilities as other research and development activities and where such activities are not included in the instruction function.

**240.4 Academic, Computing Services (Academic Support Program)**

This should describe the function of spaces that house computing operations that support academic (not administrative) activities at the university. Typically, these should be connected to an OIT group rather than an academic department, though there may be instances where departmental control applies.

**240.5 Academic, Other (Academic Support Program)**

This category includes all academic support activities that are NOT listed below:

- 240.1 – Libraries
- 240.2 – Museums & Galleries
- 240.4 – Computing Services
- 240.6 – Administration
- 240.9 – Development/Fundraising

**240.9 Academic, Development/Fundraising (Academic Support Program)**

This function should be applied to spaces where development/fundraising activities are carried out for departments with an overall academic support function.