

Chapter 2. System Overview

Historical Perspective

The University of California facilities inventory system was originally designed and implemented in 1971. At that time, the system was centralized with all campuses sharing in a common computer environment. In 1981, the responsibility for maintaining the campus inventory system was decentralized to the campuses and corporate reporting requirements were established. Subsequent enhancements have been made to the corporate reporting requirements, most recently with the Fall 1991 cycle, to recognize the changing and expanding needs for facilities data.

Classes of Data

Facilities inventory data may be classified according to three basic types:

1. building data
2. room data
3. department (organizational unit) data.

Building data may be biographical (e.g., age, condition, structural type) or area-related (e.g., gross, assignable, circulation). Room data describes the current use of the room (e.g., room use code, occupant, area size, stations). Department data are largely the name and functional classification of each user of space.

File Submittal Schedule

The Corporate Equipment and Facilities System is updated once a year, although campuses may opt to update their local systems more frequently. The "date of record" for each update to the corporate system is the end of the third week of the Fall term. The two input files -- building and room -- should be sent electronically by the tenth working day of December to the Office of the President (Information Systems and Administrative Services) via Bitnet <ISCLIB@UCCVMA> or via Internet <ISCLIB@UCCVMA.UCOP.EDU>.

Database Update

After the completion of the edit process (see Chapter 5, *Edit and Standard Output Reports*, for a brief overview), the files are merged into a FOCUS database which is used to produce certain standard reports (i.e., EFA series 3000-3999). At this point, the database is also made accessible to the functional users (e.g., Resource Administration, Capital Planning, Budget Office, Financial Analysis, Risk and Insurance Management). File security restricts access to the master file to authorized users.

System Interfaces

The Corporate Equipment and Facilities System interfaces with a number of other corporate computer systems, among them:

- **the equipment database** - this database is built as of the end of the fiscal year and is matched against the facilities database to create the equipment unit cost database. This database is used to produce reports for analysis to determine equipment costs per assignable square foot within program disciplines.
- **the facilities-equipment conversion file** - this conversion file maps equipment custody departments to facilities program codes.
- **the plant asset database** - this database is built from campus input and provides the value of buildings and improvements. The database is used extensively in the Indirect Cost System (ICS) processing to conduct analyses such as prorating dollars to facilities departments based on their assignable square feet.

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Corporate Facilities Data Requirements

The required data elements for each file are listed below. Specifications for each of the following data elements are described in Chapter 3, *Building Data Elements*, and Chapter 4, *Room Data Elements*.

Note: Certain data elements (e.g., outside gross square feet, maintainable square feet) are not required in the campus files because these are calculated within the CEFA system using campus data. (See Appendix C, *Building Area Overview* for calculation methodology.)

<u>File Name</u>	<u>Data Element Name</u>
Building	Address/Location-Structure
	Basic Gross Area
	Building Condition Code
	Building Functional Category Code
	Building Name
	Building Number
	Campus Functional Affiliation Code
	City Code-Structure Location
	County Code-Structure Location
	Covered Unenclosed Gross Area
	Date of Occupancy
	Janitorized Area
	Maintenance Workload Budgeting Standards Database Year
	Master Plan Code
	Number of Levels
	Ownership Code
	Special Area
	UC Location Code 1-Major Location
	Unfinished Gross Area
	Uniform Building Code
	Unrelated Gross Area
	Year Constructed
	Year of Latest Improvement
	Room
Building Name	
Building Number	
Campus Functional Affiliation Code	
Class Lab Station Size Code	
CPEC (Calif. Postsecondary Education Commission) Category Code	
Facilities Department Name	
Program Classification Code	
Program Classification Name	
Program Standard Code	
Research Station Size Code	
Room Number	
Room Standard Code	
Room Use Code	
Room Use Name	
Stations	
UC Location Code 1-Major Location	