

Exceptions to these standards can be made on a case by case basis with justification.

Employee Type	NASF	Office Types
President	600	P
Senior Vice President/Provost	400	P
Vice President	350	P
Associate/Assistant Provost	200	P
Associate/Assistant Vice President	200	P
Dean	300	P
Associate/Assistant Dean	190	P
Department Chair	190	P
Associate/Assistant Chair	150	P
FT Faculty	150	P
FT Instructors/Lecturers	150	P
FT Research Assistant	100	O
FT Post Doc	100	O
Faculty, Emeriti ¹	75	S
Faculty, Visiting ¹	75	S
PT Faculty ¹	75	S
PT Instructors/Lecturers ¹	75	S
PT Research Assistant	50	O
PT Post Doc	50	O
Executive Director	200	P
Director	190	P
Associate/Assistant Director	150	P
FT Professional Staff ²	125	P
FT Professional Staff ²	100	O
FT Support Staff ³	100	O
PT Professional Staff ^{1,2}	75	O,S
PT Support Staff ³	50	O
Graduate Assistants/Teaching Assistants ⁴	50	O
Student Staff ⁵	25	O

Office Room Types:

P = Private Office, O = Workstation/Open Office, S = Shared Office

Footnotes:

¹ Assume shared office space, e.g., two people share one office.

² Professional Staff includes all staff not included in the Support Staff category.

³ Support Staff includes clerical staff (e.g., administrative assistants, receptionists), service/maintenance staff (e.g., maintenance shop staff), and technical/paraprofessional staff (e.g., lab technicians, legal assistants).

⁴ Assume GA's are grouped together in open offices areas. The standard NASF per TA/GA includes internal circulation space within the open office area.

⁵ Assume students are grouped together in either TA/GA offices or within existing support staff offices with an occupancy rate of 50 percent.