

## Office of Research and Graduate Programs

### Policy: Research Space

To achieve a financially sustainable research enterprise, expectations of research-focused faculty need to be explicit and in line with other Schools of Medicine. The following guidelines are to assist in allocating faculty research time commensurate with requirements of funding agencies (sufficient time spent by PI) and promotion and tenure guidelines and in support of faculty development and School of Medicine goals. Those goals include, but are not limited to, outcome expectations such as technology development and patent applications. Consistent with School of Medicine policy (1987), faculty submitting extramural grants should use the general guideline: Amount of faculty effort should equal amount of salary support requested on a grant. Extramural support is expected to offset faculty salary, as PI, Co-I or in a multi-PI scenario with a goal of 50% for Research Educators without clinical responsibilities. Cost share routinely will apply only to over-the-cap salaries. Provisions for start-up and gap funding (typically 2-3 years) are to be expected periodically and will be made, in concert with departmental investments and other funding mechanisms, to allow faculty to redirect their research focus and/or develop new, substantive collaborations. The Office of the Vice Dean for Research will work with faculty and department Chairs in assisting and supporting faculty members to be successful, but the primary responsibility must lie with the faculty member.

Research Space is a crucial resource, second only in importance, to the value of our faculty. Department Chairs manage research space for the Dean of the School of Medicine and are expected to do so in a fair, consistent and fiscally responsible manner. To facilitate this, the Office of the Vice Dean for Research will ask each Department to provide information on how its research space is used and to account for shared space. Once complete, the next step will entail a meeting of each Chair with the Vice-Dean of Research to review departmental space usage. The Chair is responsible for space allocation and will engage a departmental Space Committee (e.g., 3 members elected for a 4-year term) to assist in review and reallocation of space. This process is expected to occur routinely once per year, at the time of Budget Hearings, and more often, if needs arise. Once decisions are finalized, department Chairs will meet with faculty individually to communicate outcome. Possible outcomes include: 1) No change or 2) An increase or decrease of space. The Dean of the SOM will be apprised of how space is being handled. Not only will space allocation decisions be tracked, but Mean Total Direct Costs (MTDC) Revenue and Expenditures will be calculated and monitored by the Office of the Vice Dean for Research. The goal is for each department to generate at least a Research Space Funding Ratio of \$350.00/sq ft, with periodic adjustments expected to increase this amount over time.

Approved: Dean Sobel, March 27, 2017