

Research Space Use Standards

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Status: Final

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Applies to:

Department chairs and center directors who have research laboratory space assigned to their unit.

Reason for Policy:

This policy was developed to help address a research space shortage in the School of Medicine. It helps to ensure that research lab space is used most efficiently.

Definition of Terms:

Policy Statement:

The baseline for research lab productivity is \$300/sq ft of lab space.

Procedures:

The dean's office will review space utilization for each department and center annually, using data that have been validated and confirmed by the departments and centers. Existing commitments of space by the dean will be evaluated in light of a unit's current research laboratory productivity.

The dean's office and Research Advisory Committee (RAC) periodically will review institutional space metrics and the Research Space Use Standards Policy and make changes as necessary.

If a department or center has laboratory space supported by less than \$300/sq ft for the overall departmental / center average, the department chair or center director will provide the dean with an explanation for sub-standard performance

and a plan and timeline for meeting the standard. The types of measures that will be appropriate for this situation include hiring new tenure-track faculty whose research programs will be carried out in the space or increasing the level of individual support by obtaining new funding. If the proposed solution is not acceptable or if the plan to reach or exceed \$300/sq ft is not implemented effectively within the approved time period, the dean's office will have the option to re-assign some space to another department, center, or program on the space waiting list. The department or center and the dean's office will negotiate the amount and the specific space to be reassigned. If the amount of space reassigned raises the departmental mean dollars/sq ft above \$300, the guidelines below for rent will apply to the amount of space that meets or exceeds \$300/sq ft.

Laboratory space will be solicited for interim institutional use/rental on a voluntary basis from departments that are operating at greater than \$300/sq ft. The conditions for this rental will be as follows:

- a) A rental period of 6-24 months will be agreed upon and rental terms will be established in a lease.
- 2) The School of Medicine will pay rent of \$20/sq ft/year to the department or center from which the space is rented.
- 3) If unexpected circumstances preclude vacating the space at the end of the agreed upon term, the rent will escalate by 10% per month for three months and then 15% per month for the next three months, at which time it will be \$40.49/sq ft/year. The time period of extension will not exceed nine months beyond that described in the lease, unless agreed upon by the department chair or center director and the dean's office.

Next Scheduled Review: February 2010

Revision history: Implemented April 4, 2004; updated February 22, 2007