

Policy for the Allocation of Research Space **The University of Oklahoma Health Sciences Center**

The purpose of this policy is to provide guidelines for the allocation and utilization of research space. There are several models of research, each of which may have specific space needs relative to size and instrumentation. *For the purposes of this policy, **research space is defined as wet laboratory space used for the performance of basic research studies.*** This document does not take into account facilities, including wet laboratory space, that may be needed for clinical (involving human subjects) research studies, office space, or the use of common facilities.

I. Principles

- Research space is a limited resource of the campus and is not owned by centers, divisions, departments, or current occupants.
- The **allocation of research space** is the responsibility of the Provost, Vice President for Research (VPR) and respective Deans.
- The **effective utilization of research space** is the responsibility of investigators, department chairs, and the respective administration.
- Space allocations by the Provost, VPR, and Deans should never be considered permanent as they may change with the level of a department's or individual's research activity and/or the research priorities of the OUHSC or Colleges. Consequently, the Provost, VPR, and Deans also have the flexibility to consider programmatic issues in their determination of the allocation of research space.
- Investigators who have research space in the Biomedical Research Center (BRC) are expected to have external funding with accompanying indirect costs (IDC). In the event that external funding is lost, the investigator will have up to two years to regain funding or will have to move to other departmental allocated research space.
- Objective space metrics will be used in the assignment or re-assignment of research space (See Section II).
- The Provost and VPR are responsible for assigning space in the BRC and the Research Park.
 1. Space in the BRC and Research Park is not assigned to colleges or departments
 2. Only funded investigators can have research space in the BRC and the Research Park.
 3. It is expected that investigators assigned research space in the BRC will have NIH funding.
 4. In rare instances, the Provost and VPR may allocate research space in the BRC based on programmatic considerations to investigators with limited research funding for a period not to exceed 2 years. After 2 years, those investigators are expected to have received external funding with accompanying IDC.
- The Deans are responsible for assigning space in their respective colleges.

- Assignment: The level of funding is a strong indication of an investigator's scientific accomplishments, prospects for continued success, and the importance of the research being done.
 1. Consequently, peer reviewed support carries greater weight than non-reviewed support.
 2. NIH funding will be considered the most meritorious funding followed by funding from national agencies such as the American Heart Association, Juvenile Diabetes Foundation, etc.
- Priorities in the allocation of space will also be given to those investigators whose funded research is in accordance with the priorities of the strategic goals of the OUHSC or the respective Colleges.
- It is the prerogative of the Provost, VPR, and Deans to reassign research space that becomes available when an investigator vacates research space, such as upon leaving the OUHSC, or when research space metrics so indicate. However, prior to the reassignment, the Provost and Deans should consult with the head of that investigator's academic unit.

II. Research Space Metrics

There is a need to apply objective criteria to determine research space allocations to investigators and departments. To that end, the following metrics will be used to analyze faculty research productivity, both at the individual investigator and the departmental level:

- A. Total Award (TA): the sum of direct costs and indirect costs. Projects on no cost extensions should not be included in the total.
- B. Net Assignable Square Feet (NASF): wet-lab laboratory space. Does not include office space or common facilities.
- C. The Research Space Productivity Index (RSPI): the TA of a funded investigator divided by the number of NASF of laboratory space occupied.
- D. Each fiscal year, the Research Space Productivity Index (RSPI) will be calculated for the HSC (the benchmark value), departments, and individual investigators from data collected by the Office of Research Administration

III. Management Guidelines

- A. Researchers become eligible to lose space when their:
 1. RSPIs are lower than 0.33 (33%) of the benchmark RSPI for the OUHSC;
 2. They have had no external funding for 2 years or
 3. They have a 3-year average of external funding less than 0.33 of the mean Total Award (TA) for the OUHSC.
 4. Investigators without external funding for 1 year may be notified of the above provisions in the policy, i.e. that they are entering the second year.
- Researchers without NIH funding for 2 years are eligible to lose space in the BRC.
- Researchers without IDC as a component of their TA are eligible to lose space in the BRC.

