

CUNY Advanced Science Research Center (ASRC) Use and Affiliation Policy

The CUNY Advanced Science Research Center (ASRC) is a University-wide facility open for use by researchers – faculty, students, and research staff – across all 24 of the campuses and schools of CUNY. The ASRC was conceived to break down some of the traditional walls in science and to incubate a culture of collaboration; thus, an open and inviting environment for researchers across disciplines is key to its success. Towards that end the policy below identifies additional levels of access that go beyond day-to-day use of the core facilities of the building in the hopes of encouraging ongoing, specialized use of all ASRC resources.

- **Core Facility User** – *CUNY or external student, staff, or faculty, government and/or industrial users:*

A *Core Facility User* is a researcher interested in utilizing shared instrumentation available within the ASRC. Such researchers can be employed by a wide range of research entities, including academic institutions (in or outside of CUNY), governmental/non-governmental research institutes, and the private sector. All applicants must agree to adhere to the usage policies specific to each core facility, which will include:

- 1) equipment scheduling, usage, and safety procedures,
- 2) mechanisms of payment, and
- 3) acknowledgement of use of ASRC resources in presentations and publications.

Specific information, including rate schedules and sample acknowledgment text, will be available on the websites of each core facility and will also be provided to prospective users.

Access for student / staff academic participants will require signatures and formal approval by both the applicants and their affiliated principal investigators.

- **ASRC Affiliate Faculty** – *Both CUNY and non-CUNY Faculty:*

Context: The objective of the *ASRC Affiliate Faculty* is to provide productive research-active faculty an opportunity to collaborate with ASRC faculty and staff. Thus, ASRC Affiliate Faculty will take best advantage of the ASRC facilities and space to help establish, broaden, and expand collaborative research programs with the ASRC. This will also bring greater breadth, depth, and visibility of research programs to the ASRC and to the CUNY campuses, and will stimulate collaborative opportunities.

Criteria: Faculty applying for Affiliate status should be clearly research active, with corresponding track records of external research proposal submissions, external funding,

publications, and trainee supervision appropriate to their career stage. It is expected that affiliate faculty positions will be for 1-year renewable terms. There will be a limit to the number of ASRC Affiliate Faculty each year according to space availability. Applications will be reviewed by a committee.

Practical aspects:

- **Time spent at the ASRC:** While each ASRC affiliate member will remain predominantly based at their home institution, it is expected that the affiliate member will spend a meaningful amount of time engaging in ASRC activities, up to 2 days per week at the ASRC.
 - **Equipment:** User fees will be charged at the agreed-upon rates for academic researchers.
 - **Space:** During their time at the ASRC, Affiliates will have access to laboratory space, shared desk space (used by other affiliates on other days), and meeting space.
 - **PhD students of the Affiliate(s):** Administrative, teaching, and course work for PhD students will take place as normal and at the usual locations (e.g., their home campus or Graduate Center). When students are at the ASRC they will have access to laboratory and computing facilities as well as desk space. PhD students may take advantage of special rates at CCNY's student accommodations ("The Towers") next door to the ASRC, as available.
 - **Direct and Indirect Costs:** A grant led by an ASRC affiliate will continue to be submitted through the faculty member's home college. Direct costs should be budgeted to pay for equipment and consumable usage at the ASRC by the affiliates and/or their students and staff. When grants require direct effort by ASRC faculty, the indirect costs associated with a grant will be apportioned to the home campus and the ASRC commensurate with the level of effort contributed by each ASRC and non-ASRC faculty.
- **ASRC Visiting Faculty – CUNY and external faculty, government and industrial collaborators:**
- Scientists wanting to spend prolonged periods of time (e.g., a month or longer) at the ASRC, including visitors on sabbatical or similar non-teaching periods, should apply for *ASRC Visiting Faculty* status. Such stays are intended to support dedicated efforts to a focused project that takes advantage of the ASRC environment, such as conducting scientific research projects, developing major collaborative proposals, etc. ASRC Visiting Faculty will be granted additional benefits and access to Center facilities, including longer-term hoteling space and resources, as jointly agreed upon by the relevant ASRC Initiative Director and Visiting Faculty. *The same criteria and procedures as Affiliate Faculty apply, with the addition of a description of project(s) to be conducted.*

Application Procedure for Affiliate & Visiting Faculty:

Applicants will be required to submit a current CV and provide documentation that details significant, recent success (within the last 5 years) in multiple categories below:

- Submitting extramural funding by listing grants and their role(s) on each;
- Publishing papers with impact in their field of study by highlighting 3 peer-reviewed journal articles and providing short justifications indicating why they have been impactful in their area of science and beyond;
- Participating in scientific conferences, workshops, seminars and other activities, describing roles in attending, speaking at, or organizing national and international such events

All applicants must submit a brief statement (1 page) on their collaborative and interdisciplinary approach to research, as well as their vision of how they will contribute to the spirit and vision of ASRC.

In addition, ASRC Visiting Faculty applicants are required to provide a 2-page description of the research, collaborations, or other projects they intend to pursue during their stay.

The ASRC Executive Director, Initiative Directors, and at least two faculty members of the ASRC Advisory Committee will serve as the Review Committee for all applications. Metrics of past success will be considered in the context of the applicant's career stage.

Initial application deadline: Friday, January 29, 2016

Initial application decisions by: Friday, February 26, 2016

Applications after the initial period will be on a rolling basis. Exceptional applications will also be considered during the year in an *ad hoc* manner; for more information, contact:

Nanoscience Initiative – Meghan.Hughes@asrc.cuny.edu

Structural Biology Initiative – Diane.Beckford@asrc.cuny.edu

Environmental Sciences Initiative – Anthony.Cak@asrc.cuny.edu

An annual review process of all Affiliates will occur to assess progress and success working in and with the ASRC. Re-appointments for affiliates will be on an annual basis.