

Video recording of the meeting is available here:
<https://bluejeans.com/s/dn41j/>

- **Introducing Andy Ott, Director of Core Facilities**
 - Andy has directed IMSERC for more than 10 years
 - Served on the core facilities advisory board since 2013
 - Andy will split his time between IMSERC and Office for Research for the next 3 years and will take on the following responsibilities:
 - Manage bi-annual OR Equipment Funding Program (including ReLODE)
 - Annual reports evaluation, feedback and awards
 - Oversee Program Review (cores to be reviewed next summer will be selected this Spring)
 - Quarterly Advisory Board meetings
 - Both Phil and Andy will work together on the following:
 - Oversight of CFA staff (Aaron Rosen / Sasha Mechetner)
 - Oversight of the Research Shop and Cryogenics facility
 - Phil will continue to oversee the following:
 - Open Access Initiative (annual meeting)
 - Kellogg Course in Core Leadership
 - Coordinating external instrumentation grants
 - NUCATS pilot program
- **Updates and Additions to the Facility Voucher Program**
 - Discussions on expanding this program began 6-9 months ago
 - AVP's will be deciding whether the VPR will be able to expand funding for the program from other cost-sharing sources (e.g. OR matches departmental/school cost sharing on instrumentation grants when required)
- **Financial Data Metrics Review**
 - **90-Day Journal Report**
 - Journaling on a sponsored project 90 days after the fulfillment date requires filling out a 90-day form to ASRSP
 - If not a sponsored project, keep this paperwork on file
 - Charging sponsored projects in a timely fashion helps department administrators accurately view the current balance of the grant
 - Please reconcile external orders on a regular basis: this is a help for tax reporting purposes and for the core to track outstanding payments
 - **External Revenue Data and Analysis**
 - FY2016 numbers are comparable to past year
 - \$2.7M in external revenue in FY16
 - \$1.5M related to cores
 - Open Access Initiative brought in close to \$150K
 - UofC spending is down, UIC spending is up

Core Facilities Brown Bag #13

April 7, 2017

- Of the cores serving commercial users, 9% of revenue is commercial (**not** 9% of activity, since external rates are higher)
- **FY16 Core Facility profit/loss on commercial users**
 - Revenue on external projects was analyzed
 - External projects that bring in between \$0 and \$2500 are beneficial for core revenue
 - When building the cost study, employ previous years' external utilization data to calculate the figure for the coming year
 - Predicting external usage correctly will minimize loss and allow internal users to benefit
 - Note that **cost studies can be adjusted throughout the year to accurately reflect your rates**
- **Equipment Inventory Feedback**
 - Evanston cores provided information on longevity of their capital equipment
 - Average annual cost of replacing capital equipment is \$1.5M - \$2M, based on data provided in Evanston
 - Data gathered so far does not account for the means in which capital equipment will be replaced/updated in the future
 - The Office for Research (OR) will include this data in the proposal to the Provost later this month, putting Core Facilities' needs as a priority for OR and the University. The aims are to
 - Expand ReLODE program
 - Expand funding for internal equipment grant program
 - Increase budget for cores to help cores grow (not only sustain)
 - The total request to the Provost will be approximately \$6.5M
- **OR Operating Support Program**
 - OR will now accept two new activities in requests for operating support in FY18 and beyond:
 - Satellite expansion to another campus
 - Collaboration on services with another core
 - Details: <https://facilities.research.northwestern.edu/financial#funding>
- **OR Core Facilities Website**
 - Core Facilities website will be rebranded to Global Marketing standards
 - All data on core pages will be transferred over to the new site
 - There will be a content block for 2-3 days
 - We will announce the date and times for this so you can prepare
 - Let us know if you have any suggestions for the site