

College of Arts and Sciences

M I C R O S C O P Y

Texas Tech University

ESB Suite 112-114
Experimental Sciences Building
Texas Tech University
Lubbock, TX 79409
<http://www.depts.ttu.edu/uic/>

8 March 2016

Revisions to College of Arts & Science Microscopy Cost Structure

Thank you for using College of Arts & Sciences Microscopy (formerly the University Imaging Center) in recent months. I hope that your use of the equipment and facilities was productive and you received appropriate support to meet the needs of your research.

The CASM facility has been restructured, several pieces of equipment upgraded, and the capacity to provide some new microscopy-related services have been added. The goals of the investment and upgrades to equipment is to continue to support a broad and deeper spectrum of microscopy-oriented research.

To comply with TTU OP 62.23 (Academic Service Centers) we have prepared new rate calculation sheets and revised the rates for services (Table 1); **these rates will take effect from 1 June 2016**. I would like ask that during the preparation of new external funding proposal budgets that these rates be included in budget justifications. In the interim period our existing user rates will be will honored, and if necessary and with agreement prior to 1 June, use of CASM services using Grandfathered rates will be honored for an additional 12 months.

Rates now include some applications support that may be called up during instrument start-up, experimental optimization or trouble-shooting. If applications scientists spend a significant period of time developing or designing experimental protocols, or conducting research and data collection on behalf of users, then an hourly rate for their time will be applied. An hourly charge (or part thereof) will also be levied for individual/small group instrument training where appropriate.

Please note that the availability of funding is not required to make use of CASM equipment and technical support. Although it is preferred that researchers with no funding explore options for contributing to the cost of using equipment and services rendered (e.g. start-up funding, Department resources, or internal funding opportunities provided by TTU). When these options are exhausted the facility may subsidize unfunded researchers who are seeking data that contributes to the research mission of TTU (e.g. publications, preparation of new funding proposals). Support will be provided on a case-by-case basis, but will be limited to \$500 worth of services per semester. Renewal of the subsidy may be negotiated upon presentation of publications acknowledging CASM support, or proof of submission of external funding proposals that seek funding for use of CASM in the future.

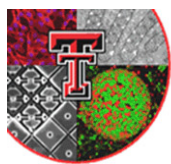
If you wish to discuss any of these imminent changes, please do not hesitate to get in touch with me directly.

Thank you for your time and attention, and we look forwards to continuing to provide support to your research activities in coming months.

Callum J. Hetherington

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Table 1: Billing Rates for CASM Services and Equipment Usage, 1 June 2016

<i>Sample Preparation</i> ^(1.)	<i>Cost per unit</i>
Microtome and Sectioning	\$10.00 per hour
Paraffin Embedding	\$45.00 per run
Critical Point and Freeze Drying	\$55.00 per day (\$5.50 per hour)
Sputter & Evaporative Coating	\$20.00 per run
Plasma Cleaning	\$25.00 per run
<i>Electron and Ion Microscopy</i>	
<i>Hitachi Instruments</i>	
S-570	\$10.00 per hour
S-5000	\$22.00 per hour
S-4300	\$35.00 per hour
H-8100	\$35.00 per hour
<i>Zeiss Crossbeam 540</i>	
Electron Microscopy	\$55.00 per hour
Automated Mapping & Data Processing	\$25.00 per hour
Focused Ion Beam Microscopy and Milling	\$145.00 per hour
<i>Optical Microscopy, Cell Sorting and Cytometry</i>	
Cell Sorting ^(1. 2.)	\$80.00 per hour
Cell Analysis ^(1. 2.)	\$40.00 per hour
Confocal Microscope ^(3.)	\$25.00 per hour
Spinning Disc Confocal Microscope ^(3.)	\$55.00 per hour
Epifluorescence Microscope ^(3.)	\$15.00 per hour
<i>Other Services</i>	
Laboratory and Bench Fee ^(1. 4.)	\$15.00 per day
Application Scientist Fee	\$36.00 per hour
Cleaning Fee ^(5.)	\$15.00

Notes:

1. Cost includes general laboratory consumables and chemicals (e.g. gloves, solvents, standard buffer solutions etc). Specialty chemicals, special purchases, and one-time use items should be purchased by user groups. CASM will undertake the purchase of items if requested on a cost + 15% basis.
2. Cost of BD FACS ARIA Cytometer includes Technician time and service.
3. Includes access to CASM computing cluster with suite of image analysis software, including *MetaMorph* and *FlowJo*.
4. CASM maintains a variety of standard laboratory equipment and bench-space that is available to researchers who wish to conduct experimental work beyond the scope of personal laboratories.
5. CASM scientists are not responsible for cleaning and tidying up after users. If facilities and instrumentation are left in a condition other than how they were found, a charge will be levied for time spent tidying up.

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