

MATFab Methodology Development Policy (12/22-12/23)

We acknowledge that methods development is essential for promoting new technologies and measurement techniques into reliable scientific services. While this leads to costs that are not recoverable by standard recharge mechanisms, we see this activity as an investment into new research techniques and improvement of methods for newly acquired instrumentation that will lead to additional revenue for the core facility.

Definition of Method Development: Development of new tools or methods that will lead to advancements in measurement or use of MATFab equipment that will enhance capabilities for all users.

Method Development is not data collection optimization or acquisition of feasibility data for grant submission. The definition of data collection optimization is determining best sample preparation, instrument settings, or procedures that leads to high quality data collection for individual users. This includes iterative approaches that requires troubleshooting after initial data collection but is focused on techniques that will benefit the individual user.

MATFab Method Development Process:

1. Method development will occur as a collaborative effort between the MATFab staff and the user. The user should contact individual staff members that are in charge of the instrument or the director to discuss the proposed method development. Users should be ready to discuss how the proposed method development could be beneficial to the MATFab facility and users.
2. Formal submission of the method development proposal will occur each academic semester. Deadlines and forms associated with the formal submission will be listed on the MATFab website. This will include a short proposal that discusses the project and impact on the MATFab facility and users. If the user has submitted a previous method development proposal, then the impact from the previous work must also be discussed.
3. Taking on a method development project is at the discretion of the MATFab staff member and approval by the director. Deciding factors to take on a method development project includes time, interest, expertise, and needs of the MATFab facility.
4. Users will not be charged for MATFab staff time. Instrument time will be discounted by 50% during the method development process. Cost of laboratory consumables and sample preparation will be the responsibility of by the user.
5. Outcomes for a method development project will be a standard operating procedure (SOP) document for an instrument, or a methodology document that will be posted in the BookitLab site so that users have access to the document.