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**June 2013 COGR Meeting Thursday Morning Presentation - Sara Bible**

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Published Date: 06/10/2013

# Council on Governmental Relations

## Administration of Service Centers



**Stanford University**

Sara Bible

June 6, 2013

# Stanford University

## FY2012 Expenditures – sponsored agreements

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**\$1.2B - seven schools, one National Laboratory and 18 interdisciplinary labs, institutes and centers**

### **Federal funding 2012 \$ 1.03 billion**

- NIH \$417 million
- DOE SLAC \$373
- NSF \$ 86
- DOD \$ 85
- DOE \$ 23
- NASA \$ 21
- Other \$ 25

**Non-federal funding \$197 million**

# Stanford - Service Centers and Cores

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## **Academic Service Centers:**

*Engineering:* 6 Major Centers and NSF NNIN grant

*Humanities & Sciences:* 5 Major Centers

*Medicine:* 19 Major Centers/ many Core Facilities with hundreds of separate services

*Dean of Research:* 4 Major Centers with 24 separate services

## **Specialized Service Facility:**

Veterinary Service Center - separate F&A rate

## **Administrative Service Centers:**

6 Major Centers with 23 separate services

# Stanford - Service Centers and Cores

## Management and Operations – Academic Centers

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- Faculty Director
  - Reports to a school Dean/Senior Associate Dean/Chair/Institute Director
- Faculty Advisory Committee
  - Advise on rate setting
  - Advise on intellectual direction
  - Prioritization of equipment purchases
  - Assist in procuring funding for equipment
- Scientists perform services
- Administrative Manager and staff

# Stanford – Service Center Policy Manual

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- Non-discriminatory rates
- Exclude unallowable costs
- Breakeven policies
  - Academic Centers - requirement to breakeven within +/- 15% of revenue and costs each year
  - Administrative Centers - requirement to breakeven within +/- 5% of revenue and costs each year
  - New centers may have extended breakeven time period for first year or two
  - Formal mid-year check for breakeven status
- External users (15% limit of revenue or units/additional 10% for academic partners)

# Service Centers - Good Practices

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- Local management & Central/school oversight
- Method to borrow university funds for equipment purchases – amortize cost in service center rates
- Pass-the-hat to subsidize equipment purchases
- Collaboration across centers
- Policies on outside users
  - Opportunities for students and faculty to collaborate with industry and academic partners

*Training module in Stanford's Cardinal Curriculum*

# What's new? Unrelated Business Income Tax

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Policy revisions addressing the UBIT 15% limitation on service center external users:

- Two categories of external users excluded from the UBIT 15% service center external users limitation
  - Higher Education External Users (academic partners)
  - Educational Outreach External Users
- Options for calculating UBIT 15% limitation on external users
  - Hours
  - Units
  - Revenue \$



# What's new? Seed funding

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- **Funding provided to:**
  - Expand user base and provide services to researchers that may not have thought such services were valuable for their research
  - Avoid inequities in billing
    - Example: May give students a discount
- **How does it work?**
  - Seed funds provided by a central source
  - Seed funds become income to service center
    - Charge all internal & academic partner users the same rate

# What's new? iLab Solutions

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- Enables faculty, students, staff, and external customers to see product and service offerings
- Single customer entry for all service centers in system
- Electronic approval for customers
- Supports reservations, equipment tracking, automated billing, and reporting
- Allows faculty to control use on his/her account i.e., limit student's use to \$1000
- Staff can control use to approved users – can be dependent on training completed, faculty approval and valid account
- Ability to order products and services from specific center

# Service Centers - Challenges

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- Federal guidance
- Funding equipment purchases
  - Pass-the-hat to subsidize equipment purchases
- Expected to run like a business but can't use best practices of a business
- Can't use over-recovery to purchase equipment
- Unrelated Business Income Tax
- California State bonds (building use restrictions)
- Internal/External competition
  - DoE National Labs/coordinating acquisitions
  - Rate setting