

**South Texas Research Facility
NEWSLETTER
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**News and Information for
Investigators and Staff Relocating
to STRF**

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Expanded Programs Announced

A faculty committee reviewed five proposals to occupy space formerly assigned to the Metabolic Obesity program and made a unanimous recommendation to expand the existing Neuroscience and Healthy Aging programs. To effect this expansion, the Healthy Aging program was relocated to the far southeast corner of the building and the vacated space backfilled by the adjoining Neuroscience program. A block of space in the northeast corner of the building was reserved for a future program. As a result of these changes the space assigned to Neuroscience increased from 17,803 sq. ft. to 23,103 sq. ft. and Healthy Aging from 5,490 sq. ft. to 8,627 sq. ft. The space reserved for a future program is 8,629 sq. ft.

Relocation Planning Progress

Relocation consultant Coats Group conducted orientation meetings March 15-16 with all STRF program leaders, PIs, and support organizations. They returned March 29-30 to begin one-on-one meetings with every relocating principal investigator and every support organization that is involved in the

move. Information was gathered to customize lab relocation plans to meet individual lab needs. These meetings will continue until every investigator or designee has been interviewed. Coats Group issues written summaries of each meeting to participants.

Construction Progress

In the tunnel and vivarium, final punch will occur next week. In the first floor lobby area terrazzo installation will begin this month. On the second floor at grids 1-18 final punch will be completed by mid-May. At grids 18-33 ceilings and floors are being installed, walls are being roughed in and furred, and lab benches are being installed. On the third floor, flooring is being installed and final punch is scheduled for the first week in May. Outside, the plaza is being prepared for paving and landscaping and the east end of the building has been closed. There are 280-310 workers on the site.

**Post-construction Building
Modifications**

Owing to a variety of reasons, including switching of assigned spaces after construction was well advanced, some programs will need to make minor modifications to their laboratories. These necessary minor modifications may include such items as removal of unwanted biological safety cabinets and/or laboratory furniture to make room for other equipment, reworking of utilities drops, placement of flammable storage cabinets, installation of curtains to shield laser equipment, and so forth.

A procedure has been set up by Facilities Management to handle these revisions. *If Program Leaders and Principal Investigators will follow the procedure in a timely fashion, beginning now, Facilities Management will make every effort to begin work on your changes immediately after the building is accepted from the contractor on or about 9 September 2011, and have them completed before your move in which is scheduled to begin on or about 22 November 2011.* Please review and download complete instructions from our web pages (Issues, Operations and FAQ).

Preparing to Move Your Lab



Does this look familiar? Are file cabinets and paper taking over your office? Better organization, secure storage and easy document retrieval are all available with the Health Science Center enterprise standard document-imaging product ImageNow provided by IMS. As you begin planning your move into the STRF now is the time to consolidate paper documents electronically. You can also easily manage your files from the web utilizing the WebNow product.

Want to learn more? Join your colleagues and reduce your paper

volume. Contact Susan Hallmark (hallmarks@uthscsa.edu or 210-562-6355) for more information.

Frequently Asked Questions

Q. How much office supplies and file storage space will be available at the STRF?

A. In the large open office areas on the second floor each research program has been assigned a minimum of one enclosed storage/file room and one double sized cubicle configured as a copy room/work room with space for supplies storage. The larger programs have been assigned two or three times this amount. Use of this space is at the discretion of the Program Leader. Cubicle layouts are posted on our web pages (Building Plans).

STRF Web Pages

The web pages enable us to post large files that would be difficult to distribute by email. Please check from time to time for updated information: <http://research.uthscsa.edu/STRF/index.shtml>

New building photographs have been posted. Updated cubicle numbering scheme published for second floor.

STRF Operations Administration

The Technical Director Building Administrator job at STRF has been posted and candidates are being interviewed. Please refer candidates to the HR web pages.

STRF Relocation and Newsletter Information

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