

IU Bloomington Electron Microscopy Center Policies

Confidentiality: All data obtained through instrumentation in the facility is treated as confidential and is not used for any presentation or documentation without express consent of the individual users. Likewise, users of the facility may not share protocols developed by users of the facility without consent from the developers. The restrictions noted here also apply to posting images and/or protocols on our website.

Partial and Waived Payments

Partial Payments: Partial payment is required when a user is more than 30 minutes late during facility business hours, fails to notify the facility of a cancellation in an appropriate amount of time or does not show up for an appointment. The facility also discounts instrument rates when a laboratory is new to the university and is using instrumentation for the first time, or when a laboratory is establishing a method that is new to the instrument or facility.

Waived Payments: Payments are waived only in extenuating circumstances such as instrument failure, personal medical emergency, and building/room power failure. Requests for waived payments will be reviewed on a case-by-case basis.

Prioritization of work: Facility instrumentation is available on a first-come, first-served basis.

Publication and Authorship: As stated on our website, we expect to see acknowledgement of the facility and its personnel in all papers and public presentations that make use of any sort of data obtained using the facility. In situations where the staff generates images or any other data that are included in publications and/or presentations, these efforts should be acknowledged using staff member's names, their EMC affiliation and details of their effort. In addition, we expect that any sort of intellectual contribution to a project by members of the staff will be acknowledged with co-authorship.

Conflict Resolution: Any conflicts regarding data, billing, fees, or instrumentation usage should be brought to the attention of the staff director, who will attempt to resolve the conflicts in question. If the conflict is not resolved, mediation of conflicts will be the responsibility of the chair of the EMC Research Advisory Committee, who may in turn bring the issue to the attention of the entire RAC or for financial matters, the Financial Oversight Committee.