

CU CORES - Metrics Assessing Core Research Facilities

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Institutional Impact

Publications	<p><i>How many publications acknowledge core instruments and/or core-generated data?</i></p> <p><i>List % change from previous FY</i></p>
Grants	<p><i>How many grant applications were submitted that included core use?</i></p> <p><i>How many grant applications were funded?</i></p>
IP Products	<p><i>List patents, inventions, discoveries in past FY obtained using core service</i></p> <p><i>List number of active licenses</i></p>
Databases	<p><i>In how many relevant databases is the core listed?</i></p>
Faculty Recruitment	<p><i>How has core staff been involved in faculty recruitment process?</i></p> <p><i>Faculty retention rates</i></p>
Trainee Recruitment	<p><i>In the past FY, has the core successfully recruited new trainees?</i></p>
Co-authorships	<p><i>List number of co-author publications that includes core staff and/or core-generated data</i></p>
Citations	<p><i>List total number of citations mentioning core and/or data</i></p>
Historical Data	<p><i>For each of the categories above, what is the percent change from previous fiscal years?</i></p>

Utilization

Internal Users	<i>List total number of faculty</i>		
	<i>List total number of students, staff, post-docs</i>		
	<i>List total number of students, staff, post-docs</i>		
	<i>List total number of Departments</i>		
	<i>List name and number of internal Colleges</i>		
External Users	<i>List total number of trainees, faculty, and/or staff using core services</i>		
	<i>List total number of non-profits, biotech startups,</i>		
	<i>List total number of non-profits</i>		
	<i>List of pharmaceutical, SME and biotech startups</i>		
Services Available	<i>List types of cores and core services provided to internal and external users</i>		
Repeat customers	<i>List total number of return users</i>		
	<i>How often is this evaluated? (monthly, quarterly, etc.)</i>		
Samples Analyzed	<i>List type and quantity of samples analyzed</i>		
Turnaround Time	<i>Approximate average turnaround time for facility services?</i>		
Historical Data	<i>For each of the categories above, what is the percent change from previous fiscal years?</i>		
Services x Users	<i>Service</i>	<i>User</i>	<i>User Frequency</i>

Resources

New services	<i>List new services introduced in past year</i>
Pilot projects	<i>List pilot projects using core-generated data</i>
Collaborations	<i>List total number of collaborations using core services and/or core-generated data (include type of service)</i>
Discontinued services	<i>List discontinued/sunsetted services in past year</i>
Commercial options	<i>What commercial provides are available?</i>
	<i>How competitive is the core compared to commercial providers?</i>
	<i>Are there services the core can fulfill that commercial providers cannot or will not?</i>
Outsourcing	<i>Are there cores within the institution and/or surrounding region that provides equivalent services?</i>
	<i>Are there barriers to access these services?</i>

Finances

Expenses	<i>Labor costs for last FY completed (in \$ and as % of total income)</i>	
	<i>Costs for service contracts (in \$ and as % of total income)</i>	
	<i>Total "other" costs to operate the lab:</i>	
Revenue	<i>"Fee-for-service" income:</i>	
	<i>Internal grant income (direct costs, and as % of total income):</i>	
	<i>Institutional income (direct costs, and as % of total income):</i>	
	<i>External grant income (direct costs, and as % of total income)</i>	
	<i>External non-grant income</i>	
	<i>Other income (in \$ and as % of total income)</i>	
Rate of cost recovery	<i>Provide balance sheet for last fiscal year completed (include percent change in revenue and expenses from last year)</i>	
Space efficiency	<i>List office and laboratory space (square feet)</i> <i>List recent renovations</i> <i>Does facility have sufficient space to meet its needs?</i>	
Budget planning	<i>Provide estimated expenses for next FY</i>	
Historical Data	<i>For each of the categories above, what is the percent change from previous fiscal year?</i>	

Staff / Workforce Development

Seminars/Presentations	<u>For each staff member:</u>	Staff # 01	Staff # 02
	<i>List number of internal/external invitations to present</i>		
	<i>List number of internal presentations</i>		
	<i>List number of external presentations</i>		
Advisory roles	<u>For each staff member:</u> <i>List individual and committee he/she serves on as advisor</i>		
	<u>Staff #1:</u>		
	<u>Staff #2:</u>		
Scientific conferences	<u>For each staff member</u> <i>List the name and number of scientific conferences/meetings attended</i>		
	<u>Staff #1:</u>		
	<u>Staff #2:</u>		
Certifications/training	<u>For each staff member:</u> <i>List relevant certifications or training courses taken</i>		
	<u>Staff #1:</u>		
	<u>Staff #2:</u>		
Mentoring committee	<i>Does core scientist have mentoring committee?</i>		
	<i>How often does this committee meet and review core scientists' progress?</i>		
Staff retention	<i>Retention rates of core staff members from previous fiscal years</i>		

Training and Education

Training provided for core use	<i>Describe strategy used to train new core users</i>	
	<i>How many courses, workshops, seminars were provided by core staff?</i>	
	<i>courses</i>	
	<i>workshops</i>	
	<i>seminars</i>	
Lecture courses	<i>List name and number of courses where core staff served as course director or lecturer</i>	
Laboratory courses	<i>List name and number of lab courses provided by core staff</i>	

Communications

Website	<i>Does the core have a dedicated website that is up-to-date?</i>	
	<i>Is the core mentioned on the institution/university website?</i>	
Print resources	<i>List all print materials used to promote the core?</i>	
	<i>Is the core advertised around campus?</i>	
Tours/meetings/visitors	<i>Date</i>	<i>Name of group(s) to whom tour was given in the last year</i>
Education/Outreach	<i>In the last year, how many outreach events did the core staff participate in for grades K-12?</i>	
	<i>Does the core have outreach strategy that is known by all staff members?</i>	
Social media strategy	<i>In what ways does the core promote its services/users on social media? (Include Twitter, Facebook, LinkedIn, Instagram)</i>	
	<i>How many engagements/impressions are received on social media?</i>	

Strategic Planning

SWOT analysis	<i>Describe ways facility is building on its strengths</i>	<i>Describe ways the core is addressing weaknesses</i>
	<i>Describe ways the core is addressing weaknesses</i>	<i>Describe ways the core is addressing weaknesses</i>
Customer/Institution Feedback	<i>Describe ways in which the core is addressing the needs of its customers and institution</i>	
Annual Report	<i>List ways in which core has or has not address issues raised in previous annual report</i>	
SOP/Best practices	<i>List services that have SOPs</i>	
	<i>List best practices</i>	
	<i>Provide list of equipment calibration and maintenance logs</i>	
Quality control testing	<i>List services that have quality control measures</i>	

Data Science and Management

Data Storage	<i>Amount of storage space for data generated</i>	
	<i>Approximately how much of this space is used?</i>	
Data Sharing	<i>Does the facility have a data sharing/management policy?</i>	
	<i>Is there a policy that establishes when data sets are no longer kept in database?</i>	

Acknowledgments: Adapted from FASEB 2020