



FLORIDA STATE UNIVERSITY

6C2R-6.004 Computing Center.

(1) Requests for accounts with the Florida State University Computing Center must be made through the Director of the Computing Center to the Provost of Graduate Studies and Research using the standard application form. Requests for resources consistent with the guidelines will be processed within two (2) days. Requests for resources in excess of these guidelines and supplemental requests will be referred to the Allocations Subcommittee of the Advisory Committee for their recommendation and will be acted upon within approximately one week. For purposes of funding, an account will be classified as “Instructional”, “FSU Sponsored Research”, “Externally Sponsored Research”, or “Non-University”.

(2) Instructional accounts are to be established for regularly scheduled graduate and undergraduate courses, graduate thesis, and course development. Application must be made in the name of the faculty member who is responsible for the course. Categories are: Undergraduate course; Undergraduate DIS; Graduate course; Thesis or dissertation; and Course Development. Accounts will be established on quarterly or annual basis as required. When a student ceases to be eligible to use an account, a request that his access to the computer be terminated might be made. Unused allocation is returned to the Center upon expiration date of the project.

(a) Florida State University sponsored accounts are established for the following purposes:

1. To meet the computing needs of new faculty members who have not had sufficient time to obtain external support for their research.

2. To help any faculty member probe a new research area preparatory to seeking external support.

3. To provide a service to faculty members who routinely use a very small amount of computing resources.

4. For department utility accounts to maintain generally useful data bases, programs, etc.

(b) Requests in excess of the guidelines are referred to the Allocations Subcommittee for its recommendation and must be accompanied by explanation commensurate with the size of the request. Unused funds are returned to the Computing Center upon expiration date of the project.

(3) Faculty members doing research as a part of the FSU program of research and graduate education, and which is financed wholly or in part by agencies external to the University, must cover the cost of their use of computing resources. If faculty members are unable to obtain full financing of computer expenses in these projects, guidelines for cost sharing by the University are subject to the following:

(a) Proposal Submission: The amount of support requested in the original proposal to the external agency must be approved by the Computing Center Director via the standard proposal transmittal form. Proposals with asking amounts consistent with the guidelines given below may be approved by the Center Director, if he believes that the resources requested will be available. Deviations from the guidelines in the asking budget must be negotiated by the Principal Investigator with both the Provost and the Director of the Computing Center.

(b) Final Budget: After the proposal is accepted by the external agency and the final budget is being formulated or negotiated with them an application for an amount with FSUCC is to be submitted to the Provost via the Computing Center Director. If the application offers payment consistent with the sponsored research guidelines, then routine approval can be expected. Auxiliary operations of the University are required to pay for computing services. Visiting faculty and/or research associates will normally be required to finance computing services from the contract or grant by which they are funded.

(4) Non-University Accounts. As a public service, accounts classified as “Non-University”, meaning non-FSU, will be established to be used in research and instruction for other state universities, agencies of Florida government, tax-supported institutions, etc. Such accounts pay at the cost-recovery rate. Computer accounts for consulting faculty are also designated as non-university. Such accounts are subject to FSU’s policy on faculty consulting activities. The faculty member is financially responsible for a non-university account under his sponsorship. If the work is done for a profit-making organization, such accounts will be charged on an equivalent commercial rate basis. A letter of explanation to outline the intent of the request for computer resources must be submitted with the application.