

## **Policy and Operating Procedures of Horticulture Growth Chambers**

### General:

The department maintains growth chambers and growth rooms in ALS 0062 for assignment to researchers. Priority for their use is given to department faculty and staff. When demand for space exceeds supply the assignment of space by the department Space and Facilities Committee will be made using the following criteria:

1. The match of the request to available space.
2. The need for differentially controlled environments.
3. Date of initial request.
4. Time period since growth chamber facilities were last used by the requesting person.
5. Length of experiment, short-term (less than 3 months) studies given priority.

Requests for space in growth chambers should be addressed to the Chair person of the Growth Chamber Subcommittee (a subcommittee of the Space and Facilities Committee). These requests should be written proposals and include space needs, environmental conditions, and starting and termination dates. A fee will be charged for growth chamber use. This fee will be based upon the maintenance and depreciation costs for operating the chambers. Although the Department Head will set the fee, the fee will be based on the recommendations of the Space and Facilities Committee.

### Committee members:

Jim Myers (chair), Tim Righetti, and Gina Hashagen (*ex officio*)

### Chambers/Rooms available:

ALS 62: 1 walk-in Enconair (Costs: 80K), 2 reach-in Percival (Costs: 15K each),  
1 Dew formation chamber (Costs: 20K)

ALS 0032: Rooms: 0032 F and G (projected), 0032H (serviceable)

### The operation of the Growth Chamber Sub-committee

The committee will normally meet once a month to review the request and assignments.

A log will be kept of the users in addition to posting on the chamber/room doors with the name of the current user and contact information.

Users are responsible for keeping the chambers/rooms clean and in good working condition. Report any damage and malfunction to the chair of the GCSC.

Incoming and outgoing users (actual users and project leaders) have to sign off on the condition of the chambers/rooms. Damage/repair not associated with normal usage will be charged to projects causing the damage.

Walk-ins and growth rooms will be charged \$10 a day and the reach-ins \$3/day. An index number will be needed when requesting chamber/room assignment. The user record will be submitted to Hort Accounting (Janet Schmidt) and fees deducted from user accounts.

## **Request Form for Growth Chamber/Room Usage**

Request for growth chamber/room (submit to the growth chamber committee chair at least one month before the desired starting date).

PI: \_\_\_\_\_ Index number for user fee: \_\_\_\_\_

Users: \_\_\_\_\_

Chamber/Room type:

Duration:

Purpose: Be succinct but sufficient for the growth chamber committee to understand the need for the controlled environment.

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

For use by growth chamber committee:

Approval or rejection (state explanation):

Chamber assigned: \_\_\_\_\_

Starting date: \_\_\_\_\_, Ending Date: \_\_\_\_\_

(A copy of this form will be given to accounting and fees will be deducted from user accounts.)