

## **DIVISION OF PLANT SCIENCES SPACE GUIDELINES**

Space allocations within the Division of Plant Sciences are intended to enhance research creativity, promote faculty development, support student learning, and foster program success. Although the space provided is finite, it is the intent of the division to accommodate all active programs. Faculty, staff and students should realize that space assignments are not permanent, though accommodations will be made to provide for program stability.

### **Laboratory Space Guidelines**

Laboratory space will be provided, as needed, to the faculty within the Division of Plant Sciences. If faculty need space beyond that already assigned to them, a request for additional space should be made to the space committee.

### **GRA Space Guidelines**

The division will strive to provide office space for all graduate students. First priority will be given to actively enrolled students with paid assistantships. Graduate student office space may be located in an advisor's lab area or in the common graduate student office areas within the Division. Students and/or faculty should not expect space in the common graduate student offices to be a permanent assignment. Requests for space to the common office areas should be made to the space committee chair.

### **POST DOC Space Guidelines**

The division has overflow desk space available for some post-doctoral fellow positions. If a faculty member is unable to accommodate their post-doctoral staff in their current space, a request for desk space should be made to the division space committee chair.

### **Retired Faculty Space Guidelines**

A faculty member is expected to vacate all assigned space upon their retirement. If a retired faculty member wishes to utilize DPS space, arrangements should be with the division director prior to the end of their employment with MU.

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