



FLORIDA STATE UNIVERSITY

6C2R-6.007 University Marine Lab.

Operational Policy for the Marine Laboratory.

The Florida State University Coastal and Edward Ball Marine Laboratory (FSUGCL) operates as an ~~all~~ University-wide ~~multi-interdisciplinary~~ research and development center. Under the general supervision of the Office of the Vice President for Research, Provost, Graduate Studies and Research the FSUCML Marine Laboratory is organized under the specific administrative control of the Director appointed by the Vice President for Research, Provost, Graduate Studies and Research. To provide academic direction, the FSUCML Director ~~Provost~~ is aided by an Advisory Committee comprised of ~~department chairpersons and other~~ faculty as designated by the chairs of various departments, plus a representative from the Office of the Dean of Arts and Sciences.~~said chairpersons.~~

In general, the FSUCML is Marine Facility and Ship Operations are governed as follows:

(1) General Shop Facilities and Parts Stockroom. The FSUCML Marine Laboratory maintains a general shop for use of all staff, faculty, and students working at the laboratory. All requests by students and faculty for utilization of hand tools, shop space, or materials from shop or stockroom should go directly to a member of the Marine Laboratory staff. Instructions on the use of power tools and check-out procedures should go directly to the supervisor. All students using power tools must have proper accident insurance.

(2) Small Boat Operations. All requests for use of small boats should be directed to the Director who will check insurance and transmit all requests for small boats to the marine facilities. All students going out in university boats must have proper insurance coverage. All students and faculty operating the small boats must be checked out on the operation of the equipment, boat safety and marine regulations in accordance with Standard Operating Procedures. Any damage occurring to boats must be explained in writing to the Director, Edward Ball Marine Laboratory

(3) Sea Water System. The entire operation of the Sea Water System is under the direction of the Facilities Manager Laboratory Supervisor as designated by the Director. Under no circumstances should any valves or machinery connected with the system be operated without the approval of the designated supervisor. In his/her absence, responsibility for the Sea Water System will be further delegated.

(4) FSUCML Marine Laboratory Vehicles. Three Two trucks, one car, and a 15-passenger van are operated for FSUCML Marine Laboratory use. The car and van are housed on ~~operated out of the~~ campus office and scheduling for their use is conducted by appropriate FSUCML staff, the Director. The trucks vehicle at the FSUCML Marine Laboratory are is for the use of the Edward Ball Marine Laboratory Staff only and the keys and a sign-out sheet for the vehicle are will be kept in the general shop office.

(5) Accident Reports. Any injury received while working with facilities related to the FSUCML Marine Laboratory must be reported within 24 hours and an accident report will be filed with University officials.

(6) Research Vessels with R/V Designation, R/V TURSIOPS All requests for ship-time onboard the FSUCML research vessel must R/V TURSIOPS should be filed with the appropriate staff member for reservations-Director at least three (3) weeks six (6) months in advance of anticipated need. Once the reservation is approved, the Chief Scientist for the cruise shall file a cruise plan if possible. The Ship Committee is attempting to schedule approximately six(6) monyths in advance. All final cruise plans for approved cruises must be filed by the Chief Scientist with the Director and the Captain Supervisor of the research vessel R/V TURDIOPS at least two (2) weeks prior to the sailing date. It is the responsibility of the Chief Scientist of any cruise to ensure that all necessary research equipment is aboard. ~~In the future,~~ All new classes utilizing the research vessel R/V TURSIOPS will be given an orientation relative to duties and responsibilities while on board ship before departure. ~~It is recommended that all cruises schedule~~



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~~departure at 0800 hours. Any deviation from this time will require concurrence with the Director and the Ship Committee. A users guide for the research vessel R/V TURDIOPS is will be available through thru the Director's Office. This guide will include all information pertinent to scheduling, reporting and vessel capabilities, and is included for policy and rulemaking procedures.~~

(7) Utilization of Classroom and Dorms. All requests for use of classroom and dormitory facilities should be directed to the appropriate staff member responsible for reservations ~~Director~~. The maintenance of these facilities is the responsibility of the facility staff. It is expected that individuals using these facilities will clean ~~up~~ the area before departure.

(8) Space in the Research Laboratory. All requests for research facilities and space should be directed to the Director ~~of the Laboratory~~. Space assignments will be made by the Director with the assistance of the Associate Director and the Advisory Committee on Operations and Policy.

(9) The Academic Diving Program is part of the FSUCML that supports science diving and research. The coordinator of this program, appointed by the Director, is responsible for the oversight of all safety and research diving using compressed air. All faculty, students, and staff using compressed air diving as part of their research are required to complete appropriate diver training to be in compliance with the American Academy of Underwater Science (AAUS) guidelines and must ensure that all sponsored projects in which compressed air is used have filed appropriate paperwork. ~~Committee. To be announced~~

(10) Shore Facility Use Charges for use of all dormitory space, research laboratory, classroom space and vessel use shall be as recommended by the Director and approved by the Vice Prsdiend for Research and can be obtained through the Director's office.

Dormitory Space	\$3/day/person
Faculty Guest House	\$5/day/person
14 ft. skiffs and motor	\$2/operating hour
16 ft. skiffs and motor	\$3/operating hour
17 ft. boat and motor	\$3/operating hour
19 ft. boat and motor	\$6/operating hour
22 ft. oyster boat	\$5/operating hour
22 passenger pontoon boat	\$10/hour
(includes boat operator)	
65 ft. R/V TURSIOPS	\$650/operating day
vehicles	\$1.14/mile

Specific Authority BOG Resolution January 7, 2003, Reg. Procedure July 21, 2005 . Law Implemented 1004.74(6)
240.227(13) FS. History--New 9-30-75, Formerly 6C2-6.07 Amended, _____