



**Sidhoe Analytical Instrumentation Laboratory (SAIL)**  
**&**  
**Sidhoe McGraw Microscopy Imaging Center (SMMIC)**

**Policy and Guidelines for Nonaffiliated Use**

**CORE FACILITY MANAGERS**



For the purposes of this policy, a **Non-Affiliate (NA)** is defined as any individual who is not employed by Skidmore College or not enrolled as a registered student. This includes, but is not limited to, external researchers, academic collaborators from other institutions, industry partners, high school students, and independent contractors.

Non-affiliates are categorized as either non-profit or for-profit based on the nature of their affiliation.

**Individuals or groups from academic institutions, government agencies, or non-profit organizations** conducting research that aligns with educational or public service missions. These non-affiliates often collaborate with Skidmore faculty or students and justify expenses to specific courses or accommodations.

**Individuals or entities affiliated with private companies or commercial enterprises** conducting research for commercial or proprietary purposes. These non-affiliates may be subject to different rates, agreements, and usage policies based on the commercial nature of their work.

**All non-affiliates are required to**

Comply with all policies and procedures outlined in this document, as well as any additional guidelines specific to the SAIL and the SMMC.

Ensure that the use of equipment and resources adheres to safety protocols, including those defined in the

Complete and submit any necessary registration forms or waivers.

- Complete any required safety training or orientation sessions prior to commencing activities provided by the Enviro.





**The NA is also responsible for ensuring the security of their data, including its transfer, storage, and deletion. Slidmore cannot guarantee the long-term storage of data, nor can it guarantee deletion in cases where a records disclosure agreement is in place.**

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**All NAs using the SAIL or the SMMCA are subject to the facility's usage fees. The fees are based on the time spent using laboratory instruments and resources, as outlined in the fee schedule provided. Charges will be calculated based on the duration of use, with a minimum fee for one hour. Usage beyond one hour will be rounded up to the nearest half hour for billing purposes. Instrument training that includes the analysis of NA samples will be billed as part of the total usage time. Training that does not involve direct instrument use, such as software instruction or safety training, along with additional time for data analysis, is provided at no extra cost.**

**Billing for instrument use will be managed by the BICIS Director of Operations. Invoices will be**

<b>InChromatograph</b>	<b>\$40</b>	<b>\$80</b>
<b>Li-corr photosynthesis system</b>	<b>\$20</b>	<b>\$40</b>
<b>ICMS</b>	<b>\$50</b>	<b>\$100</b>
<b>Microwave Digester</b>	<b>\$25(per sample)</b>	<b>\$50(per sample)</b>
<b>pRF</b>	<b>\$20</b>	<b>\$40</b>
<b>Raman Microscope</b>	<b>\$50</b>	<b>\$100</b>
<b>UV-Vis</b>	<b>\$20</b>	<b>\$40</b>
<b>X-ray Diffractometer (powder)</b>	<b>\$50</b>	<b>\$100</b>
<b>SAL prelaboratory</b>	<b>\$15</b>	<b>\$30</b>

<b>Instruments</b>	<b>academic/nonprofit organization(per hour)</b>	<b>all other uses(per hour)</b>
<b>Research light microscope</b>	<b>\$40</b>	<b>\$80</b>
<b>Confocal laser scanning microscope</b>	<b>\$50</b>	<b>\$100</b>
<b>Scanning electron microscope</b>	<b>\$70</b>	<b>\$150</b>
<b>Transmission electron microscope</b>	<b>\$70</b>	<b>\$150</b>
<b>Ultramicrotome (Leica Ultrat E)</b>	<b>\$20</b>	<b>\$40</b>
<b>Ultramicrotome (Leica EM UC6)</b>	<b>\$25</b>	<b>\$50</b>
<b>Diamond knife</b>	<b>\$15</b>	<b>\$30</b>
<b>Critical point dryer Tousimis 931</b>	<b>\$25/run</b>	<b>\$50/run</b>
<b>Freeze dryer</b>	<b>\$20/run</b>	<b>\$40/run</b>