# STEM Research Lab Support Services

## Electrical Engineering

* + Ordering, purchasing and receiving for PIs
	+ Instrumentation setup, maintenance, and repair for General use equipment's
	+ Training of student researchers for instrumentation in DISC-262, 460 and UWBB-226
	+ Method development for instrumentation in DISC-262, 460 and UWBB-226
	+ Work order requests for lab
	+ Evaluation and recommendation for purchasing equipment
	+ Coordinate receiving of large and/or unusual shipments (e.g. Instrumentation)

## Mechanical Engineering

* + Ordering for PIs
	+ Maintenance of general use equipment (e.g. water purifier, Milling machines, Lathes, Material testing machines)
	+ Method development, for instrumentation in labs DISC-363, 362 & 269, 270
	+ Training student researchers, for instrumentation in labs DISC-460, 462 & 472
	+ Work order requests for lab
	+ Coordinate receiving of large and/or unusual shipments (e.g. Instrumentation)
	+ Methods and proper processes for Accurate research data
	+ Assist with specifications for research and teaching equipment.
	+ Coordinate with vendors and research options for equipment.

## Chemistry

* + Ordering for PIs
	+ Maintenance of general use equipment (e.g. water purifier)
	+ Method development for instrumentation in DISC-463, 463A & 469A
	+ Training of student researchers for instrumentation in DISC-463, 463A & 469A
	+ Work order requests for lab
	+ Coordinate receiving of large and/or unusual shipments (e.g. Instrumentation)
	+ Support GC/MS in UW2-241

## Physics

* + Purchasing/ordering/receiving for PIs
	+ Instrumentation setup/maintenance/repair (interferometer, telescopes, thermal evaporator)
	+ Equipment/instrumentation evaluation and recommendation prior to purchase
	+ Proofreading/editing of papers prior to peer review

## Biology

* + Ordering for PIs.
	+ Maintenance of general use equipment (e.g. Water purifier)
	+ Training student researchers for instrumentation and lab protocols in DISC-265
	+ Work order requests
	+ Coordinate receiving of large and/or unusual shipments (e.g. Instrumentation),
	+ Weekly office hours in UWBB (Joline, Kelly and Christy)
		- Check Business Office for packages for labs and pick up perishable packages and store as needed.
		- Check dishwasher detergent and acid wash. If empty, switch out the containers. Order more if necessary
		- Wash dirty spatulas by balance in 274 and put clean ones back.
		- Wipe down lab bench around balance in 274. Log any "messes found."
		- For the autoclaves in UWBB run autoclave bioindicator test once/month and Check DI water filter tanks for the autoclave. If the light is off on main autoclave, contact Evocqua. Check autoclave printer paper. Check stock of autoclave chemical indicators.
		- Bring Styrofoam to DISC recycling collection box from UWBB.
	+ Weekly eye wash testing UW2-231 and 235, UWBB-270, 274, and 275

## Environmental Science

* + Ordering for PIs
	+ Coordinate with vendors and research options for equipment purchase
	+ Maintenance of general use equipment
	+ Method development for instrumentation in DISC-367, 369, 381 and UW2-231
	+ Training of student researchers for instrumentation and lab protocols in DISC-367, 369 and UW2-231
	+ Work order requests
	+ Coordinate receiving of large and/or unusual shipments (e.g. Instrumentation)
	+ Assist with specifications for research and teaching equipment
	+ Assist with field work and lab session demonstrations