

## Policy

### HSC Staff/Faculty Relocation

HSC Staff/Faculty are expected to be located in HSC assigned space to the extent feasible. In those circumstances in which HSC staff/faculty are to be located in university space (which is not assigned to the HSC) or in non-university space, prior approval of the appropriate dean is required. The dean's approval is dependent upon:

- (1) adequate consideration of IS issues including security and HIPAA compliance;
- (2) nonrecurring and recurring costs as a result of the relocation;
- (3) an identified fund source for both nonrecurring and recurring costs;
- (4) if grant funded, the impact on research overhead; and
- (5) the effect of the relocation on the staff/faculty who are relocated as well as those who are not in terms of the effectiveness/efficiency of programs and/or responsibilities.