



**Radiologists and Radiology Research Faculty:
Items to consider when you're negotiating a Start-up for a New Position**

This document was created as a result of discussions during the Academy's pilot workshop "[New Transitions: Presence and Voice of Female Perspectives Within Radiology](#)".

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The four main areas to consider when negotiating for a new position are time, space, personnel/support, funds;

Time:

- Protected time for research (this may look different for clinical and non-clinical faculty).
- For clinical faculty, you need to outline how much academic time per week you want dedicated/protected for research endeavors (typically 1-2 days/week is standard), with the option of buying out more of your clinical time for research as your grant funding grows.
- Ensure you outline future years. Specifically state how you want your time to look for year 1, 2-4, etc. and what the buy down rate would be as you increase grant support or increase your administrative and leadership responsibilities.
- If you are bringing in an external grant, consider asking for more protected time
- For research faculty, consider asking for a tailored approach for support (100% for years 1-3, 75% years 3-5, 50% support for years 5-7) to provide infrastructure for you to secure grants in a scaled-up fashion. (See also Funds)
- If you are teaching, review teaching requirements of collaborative departments prior to beginning. Are these yearly or semester contractual agreements?
- How does teaching residents, medical students, mentoring PhD students fit into your time?

Space:

- Office space for you and current (and future personnel)- consider the 5- and 10-year goals for size of your research team and what type of offices you may need (cubicles, stand-along offices, space within clinical areas of trial recruitment)
- Wet lab space – if needed - with room to grow
- Computational and computer dry lab space
- Storage space for equipment, paper documents (If any).
- Computer storage - long term, short term, on premises or in the cloud; negotiate for space and ask cost/TB; cost for retrieval
- Points to consider:
 - You need to anticipate growth
 - Location and convenience of spaces

Personnel/Support:

- Administrative Support (if in leadership role, need to define more administrative support)
- Grant Support
 - Pre- and post-award
 - Consider who will help review financials of your individual group with you. Consider implementing this on at least a quarterly basis with the opportunity to scale up more frequently as needed (monthly to bimonthly)
- IT Infrastructure
 - Compute infrastructure – presence and cost of high performance computing; availability of GPUs and CPUs.
 - Imaging data is large and needs ability to be shared between investigators - assess ease of transfer/data sharing
 - Consider both deidentified and HIPPA compliant data
- Regulatory Support
- Onboarding
- Research personnel and trainees
- Clinical coordinators
- Mentorship Team
- Identify what equipment (or expertise) is available through shared resources or NIH recharge facilities (institutional core facilities) (i.e. preclinical MRI, Clinical PET/CT, Biostats, Informatics, Imaging Analysis)

Funds:

- Relocation funds for both you and personnel (If established faculty, your personnel need to be included on your relocation expenses typically)
- Funds for personnel
- Outline out how the funds will be distributed (over 3-5 years) and when they will expire
- Start-up funds - Questions to consider
 - Consider front loading funds and tailoring down in years 3-5 as you expect external funding to begin
 - Are there metrics for success that have to be achieved priors to receiving subsequent years?
- What equipment do you need? (If located in a core facility and clinical space, what is the access and availability and cost per hour of use); consider requesting funds for use in specific facilities (dollars or time)
- What other internal funds are routinely available to faculty? (This includes annual CME/"book and travel" funds, laptop/PC computer purchase/wellness)
- What other internal funds are available to faculty once start-up funds are depleted? (This includes opportunities to apply for internal CTSA grant funding, internal foundation funds, other pilot data funding? Are there training grant opportunities – T32, TL1, internal K-awards for trainee funding and support? Is bridge funding available?).
- What is the standard hard money salary support provided for non-clinical PIs by the University? (For non-clinical faculty, what percent of your salary is expected for you to provide from grant funding long term?)

Other points to consider:

- Request metrics for promotion and tenure
- Request information providing infrastructure for onboarding to ensure a smooth start
- Parking
- Daycare availability

Any questions on this document, and the pilot workshop, can be directed to Casey Cappelletti, ccappelletti@acadrad.org.