

HENRY BELLMON RESEARCH CENTER

Welcome to the Henry Bellmon Research Center a multi-disciplinary, state-of-the-art research facility. The building currently houses researchers from the departments of Chemistry, Physics, Microbiology and Molecular Genetics, Entomology and Plant Pathology, Biochemistry and Molecular Biology, Plant Biology, Ecology and Evolution, Integrative Biology, Geology, and Biosystems Engineering.

The HBRC is a dedicated research building and contains no departmental support offices. The following information includes a list of the faculty members in the building with office and lab locations. In addition, an FAQ list is provided for the building.

ALPHABETICAL BUILDING DIRECTORY

	OFFICE	LABORATORY	OFFICE PHONE
Atekwana, Eliot (Geology)	220M	010S	49247
Atekwana, Estella (Geology)	320P	010A	46361
Blagden, Trena (EPP)	130G	130P	-----
Blum, Frank (Chemistry)	320M	320H	45920
Bolliger, Jeanne (Chemistry)	330A	310B	44904
Building Operation & Control	130A	----	44154
Burnap, Rob (Microbiology)	230D	230P	47445
Cardwell, Kitty (EPP)	130E	130P	49948
Cook, Gabriel (Chemistry)	330D	210C	45341
Davis, Kenny (BOC)	130A	----	405-714-3582 (cell)
Deng, Junpeng (Biochemistry)	120SE	120D	46192
Doust, Andrew (PBEE)	230H	250F	49559
Fishbein, Mark (PBEE)	220P	250F	44757
Hartson, Steve (Biochemistry)	110FA	110C	46191
Hoff, Wouter (Microbiology)	230A	230R	44449
Hoyt, Peter (Biochemistry)	110FB	110C	46206
Liu, Yingmei (Physics)	130B	010B	45816
Ma, Li Maria (EPP)	130H	110J	45290
Mao, Yu (Jessie) (Biosystems Engineering)	330B	010A	44337
Nelson, Toby (Chemistry)	320M	320E	42482
Ochoa Corona, Francisco (EPP)	130F	130P	49946
Pybus, Nani (CSPD)	120SC	----	43660
Rahaim, Ronald (Chemistry)	320Q	320BB	42483
Riedinger, Natascha (Geology)	330E	350F	43635
Steets, Janette (PBEE)	230G	250F	43521
Summy, Gil (Physics)	130C	010	45809
Van Den Bussche, Ron (Integrative Biology)	220N	220B	45666
Vasquez, Yolanda (Chemistry)	120SD	120H	45564
Watson, Linda (PBEE)	220Q	250F	46674
Wayadande, Astri (EPP)	130D	130P	41743
Weaver, Jimmie (Chemistry)	330H	330P	43966
White, Jeff (Chemistry)	330D	310D	42109
Wood, Chris (PBEE)	230E	250F	45529
Xie, Aihua (Physics)	230B	220D	46589
Zhou, Donghua (Physics)	230L	210G	43277

BALCONY AREAS

Outside balcony areas on the 2nd and 3rd floors are available for building occupants. Please do not use these as smoking areas.

BREAK ROOMS

Break rooms located in rooms 230M and 330M are shared spaces. The refrigerators and microwaves are for your shared use. Users are responsible for cleaning up spills, removing spoiled food, etc. There is no designated break room on the 1st floor, but a microwave for shared use is available on the counter located outside the conference room.

BUILDING OPERATIONS AND CONTROL

The office is located in 130A. The office phone number is 744-4154.

CAFÉ – NEWTON'S

Newton's Café, located in the first floor lobby, is open weekdays from 7:30 am to 3:30 pm. Café hours are adjusted between semesters and during university holidays. Menu includes light fare of grab-to-go breakfast and lunch dining options including coffees, beverages, baked goods, sandwiches and salads. Menu changes and pricing vary due to popularity, cost and seasonality of food items.

COLLABORATION AREAS

Several informal collaboration areas are located around the building. These are shared spaces and some are in close proximity to graduate student desk areas. Please be respectful of those around the areas. Furniture in the collaboration areas **should not** be moved to other areas of the building or placed in laboratories. White boards are available in most of the areas.

CONFERENCE ROOMS

Use of the conference room located at 130J/K should be scheduled by emailing HBRC-operations@okstate.edu. The room can be used as a large conference room or can be divided into two smaller rooms. Rooms are equipped with screens and projectors. If you reconfigure the room, please be sure to return it to the conference room set-up, properly shut down projectors and retract the screens. Conference room users are responsible for cleaning (wiping up spills on tables, setting trash outside the door, etc.) the conference room after use.

CUSTODIAL SERVICES

Trash will be removed from the building daily starting about 6 pm. Custodial staff will not enter laboratory areas; trash (in plastic bags) should be placed in the hallway outside office and lab doors for pickup. Custodial Services is responsible for cleaning restrooms and public spaces. If custodial services are required in the lab, please make arrangements through Building Operations and Control.

DELIVERIES

Deliveries of large items can be made to the building. The loading dock for Physical Sciences also serves the HBRC. Please coordinate any large deliveries or deliveries requiring signature releases with Building Operations and Control.

ELEVATORS (PASSENGER AND FREIGHT)

Passenger elevators are located in the public lobby of the building. These elevators require a card swipe before they will move from the 1st floor. **Please do not use the passenger elevators when moving chemicals, gas cylinders, samples, equipment, etc.** A large freight elevator is located in the northeast hallway inside the secure area.

FLAMMABLE/ACID STORAGE

A shared flammable/acid storage facility is located in 150F. Acid storage is in 150FA; flammable storage is available in 150FB and 150FC. Any stored items must be in the proper cabinets (not on the floor or on top of cabinets), items must be in proper storage containers, and must be properly labeled (labeling should include the “lab owner” of the material). These are active storage facilities only and should not be used for hazardous waste. The room is accessible via a card reader.

FURNITURE

The upholstered furniture in collaboration areas should remain in those areas. Upholstered furniture should not be moved to the balconies or into laboratories. Chairs located in the conference room should remain in the conference room.

GRADUATE STUDENT DESKS

Graduate students may select their desk space; student areas include locking space for personal items. Students should occupy a single desk area. These are office areas and should not be used for kitchenettes. Effort should be made to maintain professional looking office areas.

HALLWAY WALLS

Tack surfaces and dry-erase white boards have been provided in hallways and in collaboration spaces throughout the building. These are shared spaces for building occupants to use. No other boards should be hung in hallways (see “Room Modification” note below for information regarding hanging items in offices or lab area).

Art displayed in the building is part of a permanent collection and represent winners of the annual art competition that is part of Research Week.

ICE MACHINES

Flaked ice machines for shared laboratory use are available in rooms 150H and 240. Ice from these machines is intended for laboratory use only.

IT

IT issues for computers, computer controlled equipment, etc. remain the responsibility of departmental IT professionals. IT issues having to do with building connections, WiFi, etc. should be reported to Building Operations and Control.

KEYS

Office and laboratory keys may be obtained by contacting Building Operations and Control.

Keys should be returned to Building Operations and Control when permanently vacating office, laboratory or graduate student areas.

LABORATORY DOORS

Laboratory doors should be kept closed at all times. HVAC systems are balanced with the doors closed and open doors leads to inefficient heating and cooling of the building.

LISTSERV

An HBRC listserv has been established to facilitate building-wide communication for Building Operations and Control. Lab directors are automatically added to the listserv. Additions or corrections may be requested by emailing the Office of the Vice President for Research (HBRC-operations@okstate.edu).

MAIL

Mail delivery will continue to be in home departments. A mailbox for outgoing mail is located near Newton's Café. Mail is picked up once a day between 4 pm and 5 pm.

OFFICES

Offices for faculty and post-docs are assigned by the Office of the Vice President for Research. A limited number of two-person post-doc offices are available. Some post-docs may not have assigned office space and will have to use desk space in the graduate student areas.

Office windows into the interior of the building should not be blocked or covered in any way. Mechanical shade curtains on the exterior windows may be used at the discretion of the office occupant.

PUBLIC SPACE AND EXTERIOR DOORS

The public space of the HBRC (pass-through from Monroe to the Physical Sciences Building and café area) is open from 7:00 am to 5:30 pm Monday through Friday. The building's exterior doors will be locked at daily at 5:30 pm, on weekends and university holidays and will require card access to gain entry.

Exterior doors and security area doors are alarmed. Doors propped open will trigger alarms.

ROOM MODIFICATIONS

The HBRC was not constructed using traditional framing methods. Shelving or wall-hung cabinets should not be added to walls without consulting Building Operations and Control.

SHORT TERM VISITOR ACCESS

Temporary access for short term visitors (less than one month) who will be working in an HBRC laboratory should be requested by the laboratory director via an email to HBRC-operations@okstate.edu. A temporary activity card must be picked up and returned to the Key Shop by the visitor or lab director.

SWIPE CARD ACCESS

Card access is processed by the Office of the Vice President for Research. Card access to secure areas of the building (including passenger elevators) must be requested by the laboratory director (faculty member). Individuals for whom access is granted must have a valid OSU ID card. If laboratory personnel leave the research group laboratory directors should advise the Office of the Vice President for Research (HBRC-operations@okstate.edu) so access can be terminated for those individuals.

VIDEO DISPLAY

A video display is in the elevator lobby. The monitor can be used to highlight activities occurring in the building and will showcase the labs housed in the HBRC. Information included on the display is coordinated by the Office of the Vice President for Research.