

Policy on Student Competition Teams

College of Architecture
University of Oklahoma

Purpose: To describe the process of student selection for all competition teams, their use of spaces and equipment, and the handling of monetary winnings.

Faculty Advisor: Teams must have a faculty advisor (s) as required by the competition sponsor and approved by the Division Director.

Request Form: All competition teams must complete the attached approval form before commencing work of any kind on the competition.

Student Selection for Teams: Team member selection may require, but is not limited to the following criteria:

1. Team members (bios and pictures are appreciated but not required)
2. Why are potential members participating?
3. Why does one believe that they have put together a winning team?
 - a. What sorts of diversity in skills does the team possess?
 - b. Why will the team work well together?
 - c. What experiences do the team members have?
 - d. How will the team work together to tune and optimize the solution set?

Space Use: Competition Teams and their Faculty Advisor must contact the College of Architecture Facility Manager and the IT unit about space and equipment needs. Requests need to be made in a timely manner so there is sufficient time for the facilities and resources to be available at the time they are needed. Team members must clean up their work areas within 24 hours after the competition unless a waiver is requested and approved in advance. Space Use Policies of the College of Architecture must be followed at all times.

Financial Requests: Teams needing funds up front to cover competition costs must submit a written request through their faculty advisor. If multiple academic units are represented, the faculty advisor may require all units represented to help with up-front costs. Again, this will be determined by the faculty advisor in consultation with the Director and Dean of the College of Architecture.

Competition Team Winnings Distribution: Competition teams winning money must reimburse all expenses incurred by the Division and/or College from their proceeds before any further distribution of funds is made. The remainder of winnings will be distributed according to Division policy. The costs for teams that do not win must be borne by the Division or the College, according to their source and previous arrangements.