

TO: University Senate

FROM: John E. Davidson, Chair
Senate Rules Committee

DATE: 4/17/08

RE: Proposal to amend the language governing academic centers

WHEREAS, in its role overseeing academic centers/institutes (“centers”), CAA approved categorizing centers into two broad types based on mission, funding sources, reporting line, and oversight;

WHEREAS, the current rule governing centers does not sufficiently distinguish between these two types of centers and allows for only one model of oversight and review;

WHEREAS, the current rule governing the establishment of centers results in a lack of transparency in their establishment, maintenance, oversight, and dissolution;

WHEREAS, oversight of centers should be conducted through committees comprised largely of regular faculty from the academic units involved;

WHEREAS, these changes were approved by the University Senate Rules Committee at its April 17, 2008 meeting;

NOW THEREFORE BE IT RESOLVED that the University Senate approves the proposed changes to Faculty Rules 3335-3-36, and respectfully requests the concurrence of the Board of Trustees, said proposal to be effective upon approval by the Board of Trustees.

3335-3-36 **Centers and Institutes**

- A. Definition of academic center (institute)
- An academic center is a non-degree granting educational unit of the university engaged in research; instruction; or **CLINICAL, OUTREACH, OR** related service ~~that typically crosses department, division, school, or college boundaries~~. An academic center is defined by its mission and scope, not its title, and may be described as a center, institute, laboratory, or similar term. Use of “center” or “institute” in the names of proposed units of the university shall be limited to academic centers, unless otherwise approved by the Council on Academic Affairs. (See Section C, 3335-3-56, for definition of non-academic centers.) **ACADEMIC CENTERS ARE OF TWO BROAD TYPES: UNIVERSITY CENTERS AND COLLEGE CENTERS.**

UNIVERSITY CENTERS TYPICALLY WILL HAVE A SUBSTANTIAL RESEARCH/SCHOLARSHIP COMPONENT TO THEIR MISSION, BUT ALSO MAY BE INVOLVED IN INSTRUCTION, AND/OR RELATED SERVICE. THEIR INTERNAL FUNDING (INITIAL AND CONTINUING) IS DRAWN FULLY, OR IN LARGE PART, FROM CENTRAL UNIVERSITY FUNDS (I.E., OFFICE OF THE PRESIDENT, OFFICE OF ACADEMIC AFFAIRS, OFFICE OF RESEARCH, COLLEGES OF THE ARTS AND SCIENCES). THE LEADERSHIP OF THE CENTER WILL REPORT TO ONE OR MORE OF THOSE OFFICES.

COLLEGE CENTERS TYPICALLY WILL HAVE SOME MIX, WITH VARIABLE EMPHASES, OF RESEARCH/SCHOLARSHIP, INSTRUCTION, SERVICE, CLINICAL OR OUTREACH MISSIONS. INTERNAL FUNDING (INITIAL AND CONTINUING) IS DRAWN FULLY, OR IN LARGE PART, FROM ONE COLLEGE OR A SMALL SET OF COLLEGES. THE LEADERSHIP OF THE CENTER WILL REPORT TO ONE DEAN OR A SMALL SET OF DEANS.

B. Establishment, reporting, and oversight

1) Establishment OF UNIVERSITY CENTERS

~~Academic centers shall be established or abolished by the Board of Trustees upon the recommendation of the University Senate and the Council on Academic Affairs. Faculties of existing educational units that would commit or receive resources shall be consulted in the creation or abolishment of an academic center. If the academic center has a research or graduate education component, the Council on Research and Graduate Studies shall be consulted.~~

PROPOSALS FOR UNIVERSITY CENTERS WILL BE DEVELOPED FOLLOWING THE “GUIDELINES FOR THE ESTABLISHMENT AND REVIEW OF ACADEMIC CENTERS” AND SUBMITTED TO THE OFFICE OF ACADEMIC AFFAIRS FOR ACTION.

THE CHAIR OF THE COUNCIL ON ACADEMIC AFFAIRS (CAA), THE PROVOST’S DESIGNEE TO THAT COUNCIL, AND THE CHAIR OF THE UNIVERSITY RESEARCH COMMITTEE (URC) WILL REVIEW THE PROPOSAL TO ENSURE ADHERENCE TO THE GUIDELINES AND DETERMINE IF IT INCLUDES A SUBSTANTIAL RESEARCH COMPONENT.

IF SO, A “CENTERS SUBCOMMITTEE” OF THE COUNCIL, SUPPLEMENTED WITH MEMBERSHIP FROM URC, WILL REVIEW THE PROPOSAL AND BRING A RECOMMENDATION FOR ACTION TO CAA. IF A SUBSTANTIAL RESEARCH COMPONENT DOES NOT EXIST, THE SPECIAL SUBCOMMITTEE OF THE COUNCIL (WITHOUT

URC INVOLVEMENT) WILL REVIEW THE PROPOSAL AND BRING A RECOMMENDATION FOR ACTION TO CAA.

IF APPROVED BY CAA, THE PROPOSAL WILL BE SENT TO THE UNIVERSITY SENATE FOR FINAL APPROVAL. THAT ACTION WILL BE COMMUNICATED TO THE BOARD OF TRUSTEES.

2) ESTABLISHMENT OF COLLEGE CENTERS

EACH COLLEGE WILL HAVE A TEMPLATE FOR THE ESTABLISHMENT AND REVIEW OF CENTERS THAT WILL BE INCLUDED IN THE COLLEGE PATTERN OF ADMINISTRATION. COPIES OF COLLEGE TEMPLATES ALSO WILL BE MAINTAINED IN THE OFFICE OF ACADEMIC AFFAIRS. PROPOSALS WILL BE DEVELOPED WITH ADHERENCE TO THE TEMPLATE, AND SUBMITTED TO THE DEAN(S) OF THE COLLEGE(S).

NO REVIEW/ACTION BY CAA IS REQUIRED. THE DEAN(S) WILL INFORM THE OFFICE OF ACADEMIC AFFAIRS OF THE ESTABLISHMENT OF SUCH A CENTER. OAA WILL INFORM CAA, RESULTING IN OFFICIAL INSTITUTIONAL NOTIFICATION.

The Office of Academic Affairs shall maintain a register of all academic centers and appropriate records concerning each one.

3) Curricula and faculty affiliation

Although ~~academic~~ NEITHER UNIVERSITY NOR COLLEGE centers may ~~not~~ establish independent course offerings and degree programs, they may participate in cooperative programs involving course offerings and degree programs within existing academic units. With the approval of the Council on Academic Affairs, the faculty of a school or college may delegate to an academic center the authority to offer courses or degree programs established under the auspices of that school or college. Proposals for any such courses or programs must be forwarded to the Office of Academic Affairs with the signature approval of the appropriate school or college which must retain ultimate authority and responsibility for the courses or degree programs.

University faculty and staff may affiliate with the academic center under procedures approved by its oversight committee. Academic centers shall not serve as tenure initiating units.

4) Administration

~~Reporting lines for academic centers shall be specified by the senior vice president and provost on the recommendation of the Council on Academic Affairs and, where appropriate, the Council on Research and Graduate Studies.—~~

~~An academic center shall be administered by a director who shall be appointed by and report to the RELEVANT VICE PRESIDENT(S) OR deans of the pertinent college(S) or, where there is no single pertinent college, to a dean, governing board of deans, or vice president, as determined by the nature, purposes, and special circumstances of the academic center.~~

~~Separate fiscal units shall be established and maintained only for authorized academic centers.~~

5) Oversight

~~Each academic UNIVERSITY AND COLLEGE center shall have an oversight committee nominated by the person or board to whom the director reports and approved by the faculty of the center. The majority of the oversight committee shall consist, AT LEAST TWO-THIRDS OF WHOSE MEMBERS ARE of regular faculty from the academic units involved in the academic center. The director shall consult regularly with the oversight committee.~~

~~The director of each academic enter shall develop in conjunction with the oversight committee a pattern of administration for the center.~~

~~The director of each academic center shall submit an annual report to the oversight committee; to the dean, governing board of deans, or vice president to whom the director reports; and to the Office of Academic Affairs, as part of the annual budget review process of the university. The director will consult with the oversight committee during preparation of the annual report.~~

6) Review process

~~For review purposes, every four years the Office of Academic Affairs shall request from the director of an academic center, its oversight committee, and the dean, governing board of deans, or vice president to whom the director reports, recommendations concerning funding, reporting lines, governance, performance and effectiveness, and the continuation of the academic center.~~

~~ALL UNIVERSITY CENTERS WILL BE REVIEWED TWO YEARS AFTER INITIAL ESTABLISHMENT AND AT FOUR-YEAR INTERVALS THEREAFTER. THE CENTERS SUBCOMMITTEE OF CAA WILL CONDUCT THE REVIEW FOLLOWING THE “GUIDELINES FOR THE ESTABLISHMENT AND REVIEW OF CENTERS” AND BRING A RECOMMENDATION FOR ACTION TO CAA. THE RANGE OF~~

ACTIONS INCLUDE: CONTINUATION; CONDITIONAL CONTINUATION WITH A FOLLOW-UP IN LESS THAN FOUR YEARS; AND TERMINATION.

ALL COLLEGE CENTERS WILL BE MONITORED THROUGH ANNUAL REPORTS TO THE COLLEGE DEAN(S). SHOULD SIGNIFICANT CHANGE TO A CENTER OCCUR, OR A DECISION BE MADE TO ABOLISH A CENTER, NOTIFICATION OF THAT DECISION WILL BE MADE TO THE OFFICE OF ACADEMIC AFFAIRS AND THROUGH IT TO CAA.

~~Unless it is continued by the Board of Trustees upon the recommendation of the Council of Academic Affairs as a result of this review, an academic center shall be terminated automatically. This process will be repeated at four-year intervals until the center is no longer continued. Any center established with a time limited funding base shall automatically be terminated when funds cease to be available.~~

7) Previously established centers

All existing academic centers established outside of this rule shall be reviewed under the requirements of this rule. Those not in compliance with the rule shall be allowed one additional year to make appropriate adjustments to allow for their continuation.

NOTE: THE REQUEST OF ANY ESTABLISHED CENTER SEEKING TO MOVE FROM ONE TYPE ANOTHER MUST BE REVIEWED AND APPROVED BY CAA.

C. ~~Definition of non-academic center~~

~~Non-academic centers are those “centers” where the primary purpose generally is not instruction, research or related service. They will be categorized by their primary function, and that function will normally and where appropriate be indicated as part of their title. Those categories are: buildings and/or facilities; athletic; service.~~

- ~~1) Use of “center” or “institute” in the names of proposed units of the university will be limited to academic centers, unless otherwise approved by the Council on Academic Affairs.~~
- ~~2) The Office of Academic Affairs will maintain a register of all non-academic centers.~~
- ~~3) Non-academic centers will be terminated automatically when their primary function is no longer being met, such status to be determined by the vice president to whom they report.~~

D. CONDITIONAL USE OF THE TERM "CENTER"

STARTUP CENTERS ARE PERMITTED. FOLLOWING SUBMISSION OF A FORMAL REQUEST BY A VICE PRESIDENT OR DEAN AND EXPEDITED REVIEW AND APPROVAL BY CAA, THE TERM "CENTER" MAY BE USED RELATED TO EXTERNAL OR CENTRAL FUNDING POSSIBILITIES. THAT ACTION WILL BE COMMUNICATED DIRECTLY TO THE BOARD OF TRUSTEES. SHOULD FUNDING NOT BE SECURED WITHIN ONE YEAR, THE UNIT MUST REQUEST FROM CAA AN EXTENSION OF THE USE OF THE TERM. ONCE FUNDING IS SECURED, THE APPROPRIATE PROCESS FOR ESTABLISHMENT OF A UNIVERSITY OR COLLEGE CENTER MUST BE INITIATED WITHIN ONE YEAR.