

## **PATTERN OF ADMINISTRATION**

### **CENTER FOR HOPES (HEALTH OUTCOMES, POLICY, AND EVALUATION STUDIES)**

#### **I. PURPOSE**

The purpose of the Center for Health Outcomes, Policy and Evaluation Studies (HOPES), henceforth referred to as the Center, is to:

- A. Increase the awareness of The Ohio State University community about important health policies and issues associated with outcomes and evaluation of these policies;
- B. Enhance the scholarly approach to the study, analysis, and evaluation of health policies and health outcomes issues on campus by assisting faculty with career development and research in this arena and by attracting funds to support these efforts;
- C. Promote multidisciplinary health outcomes, policy, and evaluation studies;
- D. Enhance graduate, professional, and community education on understanding health outcomes, policy, and evaluation issues;
- E. Provide assistance to local, state and federal government officials and agencies charged with developing solutions to health policy issues and with measurement of outcomes to evaluate quality and effectiveness of health policies, programs, and services.

#### **II. DIRECTOR**

##### **A. Appointment**

The Center shall be administered by a Director, who shall be appointed by and report to the Dean of the College of Public Health as stipulated by the OSU Board of Trustees.

##### **B. Duties of the Center Director**

- 1. The Director shall be in charge of the day-to-day operation of the Center and shall appoint and supervise any staff employed by the Center.

3. The Director shall be responsible for the overall budget of the Center, reporting out to the Oversight Committee and the Dean of the College of Public Health.
4. The Director shall submit an annual report for the Center to the Dean of the College of Public Health and to the Oversight Committee.
5. In accordance with the Committee on Academic Affairs (CAA) review process, every four years the Director shall be prepared to submit, in consultation with the Oversight Committee and the Dean of the College of Public Health, a report to the Committee on Academic Affairs and the Office of Academic Affairs making recommendations regarding the reporting lines, governance, performance and effectiveness, and the continuation of the Center.
6. The Director shall appoint any ad hoc committees or work groups on an as needed basis to accomplish the goals of the Center.

### III. SENIOR RESEARCH SCHOLARS

Center Senior Research Scholars are tenured regular university faculty who have an active and ongoing program in health outcomes, policy and/or evaluation research, and who will spend time engaging in such research at the center. Senior Research Scholars will engage in Center activities such as developing position papers, participating in special seminars, collaborating with Center members in research projects, and assisting policymakers in public and private sectors. Senior Research Scholars will participate in writing proposals for externally funded research through and/or jointly with the Center.

Senior Research Scholars shall be appointed by the Director with the approval of the Oversight Committee and the collaborating tenure initiating unit following the usual search process required by the university procedures. These appointments will be without term, subject to the continued existence of the Center. Because every Senior Research Scholar appointment is in conjunction with a tenure initiating unit within The Ohio State University, the distribution of salary and other terms and conditions of the appointment will be clearly specified in the letter of appointment and a memorandum of understanding will be signed between the Center and the tenure initiating unit.

### IV. THE CENTER OVERSIGHT COMMITTEE

#### A. Composition

An Oversight Committee shall be appointed by the Director of the Center for HOPES. The term of appointment shall be for three years. The Oversight Committee shall consist of seven members with the majority of the members of the Oversight Committee being regular faculty of the University. A member may be reappointed, but in no event shall a member serve more than two consecutive three year terms.

#### B. Meetings

The Oversight Committee shall be convened at least twice per academic year. The Director (or a designee) will be responsible for any minutes required at an Oversight Committee meeting.

#### C. Duties of the Oversight Committee:

1. The Oversight Committee shall receive from the Director an annual report, including a budget for the Center.
3. The Oversight Committee shall be informed of proposals for external funding and rewards received by the Center.
4. The Oversight Committee shall consult with the Director as necessary with respect to the operation of the Center.

### V. CENTER MEMBERS

#### A. Appointments and Review

Members of the Center shall be appointed by the Director in consultation with the Oversight Committee. Members shall be appointed for fixed terms, which shall not exceed four academic years. The review will be conducted during the Spring quarter.

#### B. Categories of Membership

There shall be five categories of members:

1. Center Scholars. These are regular or regular clinical University faculty who have an active and ongoing program in health policy/health services research; who intend to devote a portion of their time to Center activities (e.g., developing position

papers, participating in special seminars, and assisting policymakers in public and private sectors) and who are willing to submit proposals for externally funded research through or jointly together with the Center. The status of Center Scholars will be reviewed at the time the performance and effectiveness of the Center is reviewed by the Office of Academic Affairs.

2. Center Affiliate Members. These are regular, regular clinical, or auxiliary University faculty and other University employees who have an active interest in health policy/health services research, but are not Center Scholars. Because of the nature of the issues to be addressed by the Center, there may be individuals in the community who might be capable of making substantive contributions to the Center's goals. Under these circumstances, the Oversight Committee will have the prerogative to designate such individuals as Associate Scholars on the recommendation of the Center Director. The status of Center Affiliate members will be reviewed every four years.
3. Center Affiliate Members (student). These are University students who have an active interest in health policy/health services research. This group will consist of primarily, but not exclusively, of graduate and professional students in good standing at the University. These individuals will be nominated by Center member, faculty advisor, or appropriate faculty or administrative officials of their parent department or college. The status of Center Affiliates (student) will be reviewed annually.

#### C. Privileges and responsibilities of Center Scholars

1. The Center Scholars shall advise the Center Director in making general policy regarding the research program of the Center.
2. The Center Scholars shall have priority over other members of the Center for access to Center resources.

#### D. Privileges and responsibilities of Center Affiliate Members:

1. All Center Affiliate Members shall provide support to and participate in activities leading to achievement of the Center goals.

Adopted May 23, 1994  
Amended September 29, 1997  
Amended May 21, 1998  
Amended May 22, 2002  
Amended October 23, 2003  
Amended December 1, 2023