

#### **C-4. CENTERS AND INSTITUTES POLICY**

Due to the increasing complexity and interdisciplinary nature of many instructional, research, and outreach programs, traditional academic departments may not have sufficient diversity of specialties in their faculty and/or adequate facilities and resources to allow such programs to reach their full potential. Under these circumstances, it will be the policy of the University to facilitate the collaborative management and development of instructional, research, and outreach programs by establishing centers ("Centers"), which will generally be interdisciplinary or interdepartmental programs contained within a single school or college or school, and institutes ("Institutes"), which will generally be larger programs extending across multiple schools or colleges. All Centers and Institutes must satisfy the following criteria:

1. the Center or Institute must be consistent with the University's mission and priorities;
2. the Center or Institute must encompass a well-defined area of instruction, research, or outreach involving faculty and resources from more than one (1) discipline, department, college, or school;
3. The University must have existing strengths and resources in the covered areas, including a critical mass of faculty and a demonstrated commitment on the part of the involved faculty and administration to actively participate in the Center or Institute;
4. the Center or Institute should increase the effective administration of programs among the colleges involved and must be designed to enhance instruction, research, or outreach;
5. a Center or Institute must be established and implemented in a manner designed to enhance program visibility and increase existing and potential future extramural funding; and
6. all Centers and Institutes should undergo external review at least every five (5) years to assess quality and effectiveness of the included programs.

For the avoidance of doubt, the provisions of this policy are not intended to govern other non-interdisciplinary programmatic activities, even if referred to as "centers" or "institutes."

#### **ADMINISTRATION OF CENTERS AND INSTITUTES**

Each Center and Institute will have a director (each, a "Director") who is responsible for the day-to-day administration of the Center or Institute. Such arrangements may vary from a part-time Director who receives release time from other employment responsibilities to a full-time Director whose primary responsibility is the administration of the Center or Institute.

While ordinarily all Centers and Institutes will ultimately be the responsibility of a departmental head or the Provost, it is essential that the relevant academic deans be directly involved in the administration of each Center and Institute as these Centers and Institutes will have an impact on resource allocations within the respective colleges and schools and will require special attention with respect to the appointment and evaluation of participating faculty. For these reasons, all Centers and Institutes involving more than one (1) college or school must have an administrative board (each, an "Administrative Board") that includes the deans from the participating colleges and schools, as well as the relevant department heads and other appropriate faculty members. The Director of each Center or Institute will report to the corresponding Administrative Board which, in turn, will report to the appropriate department head; *provided, however*, that the Director of any Center including interdisciplinary or

interdepartmental programs within only a single college or school will report to the dean of that college or school.

#### **PROCEDURE FOR ESTABLISHING CENTERS AND INSTITUTES**

After detailed review and consultation with appropriate faculty and administrators, the appropriate department head or the Provost may, separately or jointly, recommend the establishment of a Center or Institute by written submission to the University President.

When, in the opinion of the University President, the establishment of a recommended Center or Institute is likely to fulfill the criteria set forth in this policy, the University President may authorize the establishment of such Center or Institute; *provided, however*, that no Center or Institute requiring new funding in excess of \$100,000 may be established without the Board of Trustees' written approval. The University President shall report to the Board of Trustees at regular intervals, and in no event less than one (1) time per calendar year, regarding the establishment and current operations of Centers and Institutes.

#### **APPLICATION OF POLICY TO AUBURN MONTGOMERY**

In the case of each Center and Institute established, or proposed to be established, on or with respect to the campus of Auburn Montgomery, each reference in this policy to any department head or the "Provost" shall be deemed to refer to the functional counterpart(s) charged with responsibility for carrying out the corresponding responsibilities of those roles with respect to Auburn Montgomery.

ADOPTED: March 26, 1990

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