

COMMENTS FROM VC/VP Division of Research

**SUBJECT: UCC 0303-13S (MAPP #: 12.03.03 – Procedure for Establishing and Operating Academic Institutes and Centers)**

VC/VP DOR recommends the following changes/edits be made to **UCC 0303-13S (Version 1)** in order to clarify specific elements of the policy as submitted. These are as follows:

- 1) If the “Committee on Academic Centers and Institutes” referred to in to **UCC 0303-13S (Section III-B) (Version 1)** is the Center and Institutes Sub-Committee of the Faculty Senate’s Research and Scholarship Committee then this should be specifically noted in Section III-B. If this is not the case, the “Committee on Academic Centers and Institutes” should be defined in terms of its composition, who is responsible for appointing/electing the committee, who the committee reports to, etc. (NOTE: after discussion with FS staff, the subject matter expert for UCC 0303-13S is Mr. Craig Ness in Academic Affairs who consulted with the Center and Institutes Sub-Committee of the Faculty Senate’s Research and Scholarship Committee in preparing this document).
- 2) **Section VI: Sunset Review and Closure:** Section VI again refers to the “Committee on Academic Centers and Institutes”. Please see Point 1 above relative to clarifying the language throughout Section VI regarding the specific nature of this committee.
- 3) **Section VI: Sunset Review and Closure:** Section VI-A indicates that Academic Centers and Institutes will under-go review every four years. VP-DOR suggests that such a major review should be conducted by an external review panel after consultation with the relevant Chair, Dean or responsible official and the Committee on Academic Centers and Institutes.
- 4) **Section VI: Sunset Review and Closure** should if at all possible mirror the process detailed for review and closure of Research Centers and Institutes developed by the Faculty Senate’s Research and Scholarship Committee. VP-DOR suggests that specific wording similar to that provided below be added to Section VI of the current version of the document to achieve consistency between the two policies.
- 5) **Note on reporting lines:** If the “Committee on Academic Centers and Institutes” is in fact the Center and Institutes Sub-Committee of the Faculty Senate’s Research and Scholarship Committee, in the case of reports/reviews conducted on specifically Academic Centers and Institutes rather than Research Organizations, these findings should be reported to the Executive Associate Vice President for Academic Affairs rather than the Vice President for Research and Technology Transfer who the Research and Scholarship Committee of the Faculty Senate normally advises/reports to.

Suggested Wording to be included in Section VI of UCC 0303-13SGuidelines for Termination of Academic Centers and Institutes Organizations

1. An Academic Center or Institute (AC/I) may be voluntarily terminated by the relevant administrative body or director.

2. An AC/I may be terminated due to lack of activity, faculty departure, or other indications that the AC/I is not active.
3. An AC/I may be terminated due to significant lack of productivity in terms of scholarly activities (articles, books, etc.) and/or submitted grants, if applicable. In addition, if training is a goal, lack of participation of trainees may also be grounds for termination of the AC/I.
4. An AC/I may be terminated due to a significant reduction in faculty support of the AC/I evidenced by a decline in faculty participation and resource sharing (e.g., if applicable, credit splits to support the organization).
5. An AC/I may be terminated due to evidence of problems with leadership or support because there is no named director, a failure to respond to questions, a failure to provide the required progress reports, and/or a discontinuance of departmental or college support.
6. An AC/I may be terminated due to lack of financial viability.
7. An AC/I may be terminated due to evidence of financial misconduct, academic/scientific misconduct, and/or related ethical misconduct or financial mismanagement.
8. An AC/I may be terminated due to failure to meet established goals for external support or return on investment, especially if the organization received startup funds or other sources of support from the University.
9. An AC/I may be terminated due to duplication of efforts or other indications that the organization is redundant.
10. An AC/I may be terminated due to space utilization that is not commensurate with the level of activity if attempts at relocation have not been successful.