

Summary of Proposed Changes to Center and Institute Policies and Procedures

Table of Key C/I Policies & Procedures with Proposed Changes

Description	Current Procedures	Proposed New UPPM & Workflow
Definitions of Centers and Institutes (C/Is)	No distinction between <i>Center</i> and <i>Institute</i>	No change. [UPPM § 3]
Levels of C/Is	Differentiation between College and University C/Is	No change. [UPPM § 3]
Differentiation between research and teaching units	Explicit differentiation between Organized Research Units and Organized Teaching / Service / Outreach	No change. [UPPM § 3]
Collaborative Units	Collaborative Units are defined and procedures are available for registration	Collaborative Units are not considered.
Laboratories and Core Facilities	Laboratories are not considered.	No change. [UPPM § 2]
Initial approval of C/Is	Oversight rests with funding entity, majority of application review done by RAC with Faculty Senate making final recommendation decision	Oversight rests with funding entity, majority of review done by Centers and Institutes Evaluation Committee (CIEC) that includes standing members from OR, Budget Office, Fac. Senate, academic unit(s), VPR makes final recommendation decision. [UPPM §§ 4–5]
Steps involved in approval of C/Is	1. Oversight is with funding entity 2. RAC reviews and recommends to Fac. Senate 3. Senate recommends to President who holds delegated authority from BOR.	1. Oversight is with funding entity, which must approve creation 2. OR provides initial completeness review 3. RAC collects stakeholder comment 4. Centers and Institutes Evaluation Committee assesses for non-duplicability, financial sustainability & compliance with UPPM 30.01, and strategic alignment 5. VPR makes recommendation to President who holds delegated authority from BOR [UPPM § 5]
Time for initial approval of C/Is	6–12 months	No change.
Administrative lead in management of C/Is	RAC with support from OR	OR with input from RAC

Entities involved in approval process	RAC with input from stakeholders, Fac. Senate, President	OR, RAC, CIEC (OR, Budget Office, Fac. Senate, academic units), VPR, President
Nature of approval process	Online application, comment period, and review with use of process checklists by RAC	Online application, comment period, and review by CEIC. [UPPM § 5]
Registration and website requirements	After approval, C/Is added to a Registry and required to develop a website within three months	No change. [UPPM § 5]
Assessment and renewal of C/Is	Annual reports and five-year reviews with use of process checklists by RAC.	• Annual reports reviewed by academic authority and CEIC • Third-year comprehensive review by panel convened by CEIC and approved jointly by academic authority and VPR • Five-year review by panel convened by CEIC with renewal, transition, discontinuation decision by VPR and academic authority jointly. [UPPM § 5]
Budget oversight of C/Is	Budget summary prepared by C/I director provided in Annual Report, funding authority responsible for oversight.	• C/I required to operate under dedicated Cost Center • Annual Report includes standardized and streamlined Workday budget reports and budget narrative prepared by C/I director. • Funding authority remains responsible for oversight, but supported by CEIC review of Annual Report. [Detailed reporting requirements to be set out in online workflows]
Five-year reviews for College and University C/Is	Different procedures for five-year reviews of College and University C/Is	Identical procedures for five-year reviews of College and University C/Is [UPPM § 5]
Transitioning between College C/I and University C/I	Procedure established for transitions	No change [UPPM § 5]
Discontinuation of C/Is	Detailed procedures available for discontinuation of existing C/Is	No change [UPPM § 5]
Expedited requests and interim status	Detailed procedures available for expedited and interim status	No explicit procedures for expedited and interim status.