

**SPECIAL REPORT**  
**of the**  
**RULES COMMITTEE**  
**concerning**  
**THE UMASS/AMHERST POLICY ON CENTERS AND INSTITUTES**

**Presented at the**  
**536<sup>th</sup> Regular Meeting of the Faculty Senate**  
**February 20, 1997**

**MEMBERSHIP**

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## Preamble

The University of Massachusetts Board of Trustees on August 7, 1996 approved a university-wide policy on Centers and Institutes, and has requested that each campus submit its policies regarding such units. This document presents the modifications of the Amherst campus policy necessary to conform to the university-wide policy contained in Trustee Document T96-096, as amended and revised (10/9/96).

## I. Definitions

*Centers and Institutes* are organizational units on the Amherst campus created to implement academic and training programs, clinical or community service, or research activities that cannot ordinarily be accommodated within existing departmental structures. Centers and Institutes cannot award degrees or offer majors or courses for regular University credit, nor can they hire tenure-track or tenured faculty.

*Institute* – An institute is a distinct and free-standing unit of substantial size. Institutes may engage in a wide variety of research, public service, and instructional activities, typically in areas of broad concern. Institutes are frequently interdisciplinary and embrace ideas and personnel from various departments, colleges, and schools. Ordinarily Institutes on the Amherst campus report to a Vice-Chancellor or Provost.

*Center* – A Center is ordinarily a subordinate unit within an existing department, school, college, or institute whose department head/chair, director or dean has management oversight and appointing authority. Centers should make a significant contribution to the major academic unit of which they are a part.

## II. Scope of Campus Authority concerning Centers and Institutes

Every Center or Institute, whether free-standing units or sub-units of schools, colleges, departments or other organizational units, and regardless of its source of funding, shall be included within the purview of this campus policy.

There are two exceptions on the Amherst campus that involve the use of the name center or institute that do not conform to the definitions above. The first are entities called “centers” whose purpose is to provide services to the campus community, including day care centers or computer centers, such as the Center for Teaching, the Fine Arts Center and the Learning Resources Center. The second involves names that have been “grandfathered” because of historical usage or permitted when required by an external agency, such as the Social and Demographic Research Institute/SADRI, located in a department.

### A. Creation and Approval of Centers and Institutes

Campus approval of new Centers and Institutes shall be based, at a minimum, on the appropriateness of the Center or Institute to the mission and goals of the campus, and adequacy of resources, including capital investment. The establishment of a new Center or Institute shall require the approval of the University President upon recommendation of the campus Chancellor and the Provost or other Vice-Chancellor, following review and recommendation by the Faculty Senate according to its Approval Procedure Guide.

Interim approval can be granted by the Chancellor or Provost, based on a written request by the proposer which includes all information necessary for Faculty Senate review. Approval is conditional on formal Faculty Senate recommendation and subsequent formal approval by the Provost, Chancellor and the University President.

**B. Review of Centers and Institutes**

Beginning with academic year 1997-98, all Centers and Institutes shall be *reviewed at least once every five years* by the Provost, on an initial schedule established by the Provost, with the results sent to the Faculty Senate in the form of a report for review and recommendation. Centers and Institutes shall be evaluated on their success in meeting their own goals and objectives, as well as their substantive contribution to the mission of the campus. Once a Center or Institute has been reviewed, a recommendation to continue said Center or Institute must be approved by the President upon the recommendation of the Chancellor and Provost.

**C. Termination of a Center or Institute**

Academic administrators may request the termination of a Center or Institute to the campus administration for specific reasons such as a prolonged period of inactivity, insufficient level of funding, inconsistency with campus mission and stated purposes of the center or institute, misconduct of employees, disappearance of clientele served. The campus administration shall review the proposed termination and forward it to the Faculty Senate for review and recommendation. The termination of a Center or Institute must receive approval of the Chancellor, upon recommendation of the Provost.

**MOVED:** That the Faculty Senate approve the UMass/Amherst Policy on Centers and Institutes, as presented in Sen. Doc. No. 97-027.  
25-97

<u>Title</u>	<u>College or School</u>	<u>Review Deadline</u>
<u>Institute for Advanced Study in the Humanities</u>	<u>Provost's Office</u>	<u>1998-99</u>
<u>Center for Applied Mathematics</u>	<u>CNSM</u>	<u>1998-99</u>
<u>Center for Economic Development</u>	<u>CFNR</u>	<u>1997-98</u>
<u>Energy Analysis &amp; Diagnostic Center</u>	<u>College of Engineering</u>	<u>1999-00</u>
<u>Environmental Institute</u>	<u>Vice Chancellor for Research</u>	<u>1997-98</u>
<u>Center for the Family</u>	<u>CFNR</u>	<u>1999-00</u>
<u>Center for Geometry, Analysis Numerics &amp; Graphics (GANG)</u>	<u>CNSM</u>	<u>1999-00</u>
<u>Center for Jewish Studies</u>	<u>CHFA</u>	<u>1999-00</u>
<u>Center for Manufacturing Productivity</u>	<u>College of Engineering</u>	<u>2000-01</u>
<u>Mass. Institute for Social &amp; Economic Research (MISER)</u>	<u>CSBS</u>	<u>1998-99</u>
<u>Mass. Small Business Development Center</u>	<u>School of Management</u>	<u>1998-99</u>
<u>Northeast Regional Environmental Public Health Center</u>	<u>Public Health &amp; Health Sciences</u>	<u>2001-02</u>
<u>Center for Organizational and Community Development</u>	<u>School of Education</u>	<u>2000-01</u>
<u>Center for Process Design and Control</u>	<u>College of Engineering</u>	<u>1997-98</u>
<u>Center for Real-Time Intelligent Complex Computing Systems (CRICCS)</u>	<u>CNSM</u>	<u>2001-02</u>
<u>Center for Rural Massachusetts</u>	<u>CFNR</u>	<u>2000-01</u>
<u>Scientific Reasoning Research Institute</u>	<u>CNSM</u>	<u>1997-98</u>
<u>Institute for Science, Technology, Engineering &amp; Mathematics Education (STEM)</u>	<u>Provost's Office</u>	<u>2000-01</u>
<u>Social &amp; Demographic Research Institute (SADRI)</u>	<u>CSBS</u>	<u>2000-01</u>
<u>Statistical Consulting Center</u>	<u>CNSM</u>	<u>1998-99</u>
<u>Center for the Study of Communication</u>	<u>CSBS</u>	<u>2001-02</u>
<u>Translation Center</u>	<u>CHFA</u>	<u>1999-00</u>
<u>UMass Transportation Center</u>	<u>College of Engineering</u>	<u>2001-02</u>