

## **College of Engineering Review of College Research Centers**

**May 5, 2005**

The College of Engineering “Guidelines for Establishing Centers” (Jan. 22, 2004) describes the primary role of centers as providing a mechanism to bring faculty and students together to collaborate in teams with the goal of stimulating research and scholarly work, attracting external resources, providing unique opportunities for participants, and enhancing visibility. Furthermore, it notes that infrastructure development should be a major consideration in the center goals. Centers are expected to:

1. have a clearly articulated mission or focus;
2. have an identifiable faculty, engaging multiple faculty and students;
3. have a record of external funding from multiple sources and a budget plan for expanding the resource pool to fuel the center.

University policy requires centers to report on their performance and to be periodically reviewed. This procedure for university-wide centers (historically termed “big-C” centers) is determined by the Office of Research. For college centers (often call “little-c” centers) the following procedures are required:

- each summer (by June 30) the center director attends the College Administrative Committee (CAC) and presents a progress report. This report summarizes performance on center goals and presents goals for the coming year. CAC provides feedback to the center director. The annual report should also include information that addresses items 1-3 above and any infrastructure developments.
- every five years the center director submits a written strategic plan that includes a summary of performance on the previous five-year plan along with goals and performance measures for the coming period (submitted by June 30).
- CAC conducts a comprehensive renewal review that includes review of the previous five annual reports and a review of proposed five-year plan. CAC submits their recommendation to either continue or discontinue center activities to the dean. CAC also provides the center director & dean with written feedback on the plan.