

**Centers and Institutes**

**Approval form**

(10 pages maximum)

Campus: . Date: .

|  |  |
| --- | --- |
| Center/Institute (C/I)General Information | Description |
| Name of Institute/Center |  |
| College/School/Department |  |
| Year Established |  |
| Date of last approval by the President |  |
| Faculty Director(s) |  |
| Staff Contact *(name, title, email, phone)* |  |
| Website |  |

Approved\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_

*President*

*Please provide a narrative summary responding to the questions listed below.*

1. What is the mission of the C/I and how does this contribute to the mission of the campus?

2. What are the C/I goals for the next 5 years?

3. Who are the stakeholders for the C/I, on and off campus?

4. If applicable, how many faculty and students are engaged in C/I activities in the last 5 years? Describe their involvement.

5. If applicable, describe the accomplishments of the C/I in the last 5 years and be specific (e.g., publications, patents, tech transfer, collaborations/partnerships/other engagement activities, awards, multicultural/diversity activities).

6. Describe the financial resources for the C/I including campus resources, faculty and staff time, space, grants with timeline, gifts and other.

FY revenues by source:

Campus funds

Special state appropriation

Grants and Contracts

Endowment

Private contributions

Other (specify)

Total $

Is this a free standing budgetary unit?