

MEMORANDUM

To: Donna E. Shalala, President

From: Mary Coombs *MC*
Chair, Faculty Senate

Date: April 8, 2004

Subject: Faculty Senate Legislation #2003-23(B) – Modification of sections B6.5, B6.6, and C18 of the Faculty Manual regarding centers and institutes

The Faculty Senate, at its March 31, 2004 meeting, voted to approve the proposal to modify sections B6.5, B6.6, and C18 of the Faculty Manual detailing procedures to follow in the creation and periodic review of centers and institutes. With the concurrence of the Provost, the following understandings were stated for the record and the legislation should be read in that light.

Section B6.6

The intent is for the Senate role to be a much more limited review, focusing on ensuring that the name does not create confusion

C18.1.5

The intent was not to have the faculty involved until the donor has made a commitment and the unit is in the process of developing the specifics of the proposal

C18.2.1

The basic investigative work is done by the office of the Provost prior to a recommendation being forwarded to the Senate that a University center be continued. The Senate "review" is of the documentation provided by the Provost (presumably originating from the cooperating departments/schools and the leadership of the center) with a review beyond that only if the Provost suggests that this is appropriate. The Senate itself could initiate such a review under that provision, but it would not be the normal procedure.

The proposal is enclosed for your reference.

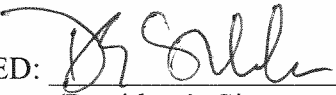
This legislation is now forwarded to you for your action.

MC/kl

cc: Luis Glaser, Executive Vice President and Provost
Richard Thurer, Chair, ad hoc Committee for Centers and Institutes

CAPSULE: Faculty Senate Legislation #2003-23(B) – Modification of sections B6.5, B6.6, and C18 of the Faculty Manual regarding centers and institutes

PRESIDENT’S RESPONSE

APPROVED:  DATE: 4/22/04
(President’s Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: Provost

EFFECTIVE DATE OF LEGISLATION: _____
(if other than June 1 next following)

NOT APPROVED AND REFERRED TO: _____

REMARKS (IF NOT APPROVED): _____

Centers and Institutes

For reference, note that department includes undepartmentalized schools:

A2.1 (j) The term DEPARTMENT includes divisions of a school and undepartmentalized schools.

Current B 6.5

An INDEPENDENT CENTER is any named or titled academic unit established primarily to coordinate and promote multidisciplinary research in an area specified in its charter. Tenure may not be granted within or by an Independent Center. The creation of an Independent Center and its charter shall be approved by the Academic Deans' Policy Council, the Faculty Senate, the President and the Board of Trustees upon recommendations from the faculties of the cooperating departments or undepartmentalized schools. A copy of the charter, and amendments thereto, shall be maintained in the files of the Faculty Senate.

Proposed replacement section:

B 6.5 A UNIVERSITY CENTER or INSTITUTE is an independent academic unit of the University with its primary mission being multidisciplinary or interdisciplinary research in an area specified in its charter. It involves faculty from different schools or different departments of a single school. A University Center or Institute, or any other such academic unit, however named or titled, shall not award tenure, confer degrees, or offer primary faculty appointments. Creation of a University Center or Institute may be proposed by the cooperating units upon recommendation of the faculties of the cooperating departments and schools. Such a proposal shall include a charter that describes the mission, funding sources, organization, and administration, including reporting relationships of the director and any other appropriate aspects of governance. The proposal shall also describe the procedures for ongoing evaluation, for faculty affiliation, for amending the charter, and for the appointment and review of the director. The creation of a University Center or Institute and its charter must be approved by the Academic Deans' Policy Council, the Faculty Senate, and the President. A copy of its charter and any amendments thereto shall be maintained in the files of the Faculty Senate. The policies regarding names, provisions for a temporary name, the terms for which approval may be granted, and for periodic reviews are specified in section C18.

Current B6.6

An INSTITUTE or SPONSORED CENTER is any named or titled academic unit established within and by approval of the faculty of a single department, school or college to coordinate and promote research, instruction, conferences, seminars, workshops, etc., within a specified area. Tenure may not be granted within or by an Institute or Sponsored Center. The sponsoring unit faculty shall establish the operating rules, a copy of which shall be placed in the Faculty Senate files. The Faculty Senate and the President shall approve the name and the establishment of the Institute or Sponsored Center.

Proposed Replacement Section

B6.6 Other NAMED or TITLED ACADEMIC UNITS may be established within and by approval of the faculty of a single school to coordinate and promote research, instruction, conferences, seminars, workshops, etc., within a specified area. No such unit may award tenure, confer degrees, or offer

primary faculty appointments independent of a department. The Faculty Senate and the President may approve the name, the establishment, and the operating rules of such units upon approval and recommendation by the faculty of the sponsoring department(s), the host school, and the Dean of the school as well as the submission of a brief description of the unit, including its operating rules. A copy of the rules shall be maintained in the files of the Faculty Senate. The policies regarding names, provisions for a temporary name, the terms for which approval may be granted, and for periodic reviews are specified in section C18.

Current: C18 CENTERS AND INSTITUTES

C18.1 Naming and Reviews of Centers, Institutes, and Programs¹

When new Centers and Institutes come before the Senate for approval, their name shall be preceded by the title of the host unit (University if independent [according to Bylaw B6.5], otherwise the name of the school or department [according to Bylaw B6.6]).

To the extent practical, the expectation is that this convention will be applied retroactively.

Periodic five year reviews may be conducted on all programs, centers, and institutes as deemed appropriate by the Faculty Senate or the Executive Vice President and Provost.

Proposed Replacement and New Sections

C18 CENTERS, INSTITUTES AND OTHER NAMED OR TITLED ACADEMIC UNITS

C18.1 Naming

C18.1.1 UNIVERSITY CENTERS and INSTITUTES shall be named with “University of Miami” preceding their title and are the only academic units in addition to schools and departments that ordinarily may use the unqualified prefix “University of Miami.”

C18.1.2 Other NAMED or TITLED ACADEMIC UNITS are administrative and academic components of a department or school and must use the name of the department or school as an immediate prefix to the name of the unit except as provided for below. These units may be referred to by a designation such as consortium, clinic, program, laboratory, project, center, institute, or other appropriate name. At the time of the establishment of any such unit under Bylaw 6.6, the unqualified prefix “University of Miami” may be approved if the unit is a cooperative venture with an entity outside of the University and its mission is justified as being of university-wide significance or if there are other special circumstances.

C18.1.3 Nonacademic units such as geographical sites and buildings may also use “Center” or “Institute” in their name only when it is clear that the names designate locations of service.

C18.1.4 To the extent practical, the expectation is that these conventions will be applied retroactively.

¹ #99009(C)

C18.1.5 For the purposes of pursuing specific funding opportunities, such as sponsored awards or gifts, a provisional name consistent with these policies may be used prior to the name and unit being approved under Bylaw 6.5 or Bylaw 6.6. For development to proceed with use of a provisional name, approval must be obtained from the faculty of the units developing the proposal, the deans of the schools involved, and the Executive Vice-President and Provost. The Faculty Senate is to be informed at the earliest opportunity that such planning is underway and the date by which a formal proposal may be expected for review. Any such provisional name may not be used for more than one year without the approval of the Faculty Senate.

C18.2 Terms of Approval and Periodic Reviews

C18.2.1 UNIVERSITY CENTERS and INSTITUTES established under Bylaw 6.5 may be approved by the Faculty Senate and the President for initial defined terms of up to five years. Continued approval by the Faculty Senate for a defined term of up to ten years requires a review of the unit upon receiving such a recommendation forwarded by the Executive Vice-President and Provost after consultation with the cooperating departments and schools.

C18.2.2 Other NAMED or TITLED ACADEMIC UNITS established under Bylaw 6.5 may be approved by the Faculty Senate and the President. For each such approved unit, the Executive Vice-President and Provost shall consult with the dean of the host school at five year intervals to determine whether the unit remains active and shall report to the Faculty Senate the names of those that should be disestablished.

C18.2.3 Periodic five year reviews may be conducted on all programs, centers, institutes and similar academic units as deemed appropriate by the Faculty Senate or the Executive Vice-President and Provost.