11.02.01.H1.01 Periodic Assessment of Centers and Institutes

Approved: July 24, 2023
Next Scheduled Review: July 2028

Procedure Summary

As a member of the Texas A&M University System, Texas A&M University – Texarkana may create centers or institutes to provide structure to interdisciplinary collaborative efforts that span various academic departments or units or intercollegiate or interagency activities, as provided for in System Policy 11.02, Creation of Centers and Institutes. A&M – Texarkana is required to implement processes to ensure any centers or institutes comply with the requirements of the Policy through ongoing monitoring and periodic review. System Regulation 11.02.01, Management and Evaluation of Centers and Institutes outlines the requirements of this ongoing monitoring and periodic review. This procedure serves to outline the responsibilities at A&M-Texarkana to fulfill these requirements.

Procedures and Responsibilities

At which time that A&M – Texarkana establishes a center or institute that has been recommended by the chancellor and approved by the Board of Regents, the director of such center or institute is charged with providing a report on the center or institute’s operations during the review period to account for the governance and oversight, fiscal operations and budget, funding sources, and research and/or education activities.

1. REVIEW COMMITTEE

1.1 The center or institute’s designated director, at the direction of and with approval of the Provost, may establish a review committee to conduct the period review.

1.2 The review committee size shall be determined jointly by the director and the Provost, as appropriate for the center or institute, but must include at least one external reviewer.

1.3 The committee is tasked with reviewing the director’s report, evaluating the performance of the center or institute, and submitting a report to the Provost documenting this review and assessing whether the center or institute should continue, be modified, or dissolved.

1.4 This periodic review must occur at least once every five years on a schedule developed by the center or institute’s director. Newly developed centers should conduct a review annually for at least the first three years of existence and then on the fifth year before moving to a five year cycle.
2. PERIODIC REVIEW ASSESSMENT ELEMENTS
The periodic review shall, at a minimum, address the questions outlined in the appendix of System Regulation 11.02.01, Management and Evaluation of Centers and Institutes.

3. REPORTING
The Committee shall prepare a report of their assessment and provide it to the Provost. The Provost will provide a written report to the President. This report will then be submitted to the System Office of Academic Affairs and System Office of Research as required in System Regulation 11.02.01, Management and Evaluation of Centers and Institutes.

Related Statutes, Policies, or Requirements (Required)

- System Policy 11.02, Creation of Centers and Institutes
- System Regulation 11.02.01, Management and Evaluation of Centers and Institutes

Definitions

Terms used in this regulation have the meanings assigned by System Policy 11.02, Creation of Centers and Institutes.

Contact Office (Required)

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