



CEHHS Centers and Institutes



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

Purpose

- All Centers, Institutes, or Bureaus at UTK are required to go through an approval process via CEHHS and Office of Research and Engagement (ORE)
 - Without obtained approval by both CEHHS and ORE, Centers, Institutes, or Bureaus are not officially recognized
 - CEHHS has a lack of documentation on centers/institutes
- At this time, CEHHS' centers/institutes may not be functioning optimally due to lack of adequate support and oversight
 - Current oversight is not consistent across centers/institutes
 - Current oversight may not support centers/institutes optimally
 - Implementation of the Research Incentive Plan for centers/institutes is unclear due to lack of documented fiscal plans for centers/institutes
- Need to re-establish a process to provide appropriate support and oversight for centers/institutes to enhance functionality

Step 1 – Defining centers/institutes

What is a Center/Institute in CEHHS?

- A center/institute (will be called center throughout the rest of the presentation) within CEHHS is a non-degree granting unit engaged in research/scholarship; education/instruction; and/or clinical, outreach, or related service
- A center is defined by its mission and scope and not by its title
- Centers within CEHHS should enhance the mission of CEHHS, and should bring benefits (resources, prestige, community partnerships, shared space, etc.) in such a way that one individual faculty member is not able to achieve alone

What is a Center in CEHHS?

- Ideally, a center within CEHHS brings multiple faculty together, from several disciplines, and provides synergy to achieve the goals and objectives of the center that are not possible under the efforts of one solitary faculty member
- As all tenure-track and tenured faculty have a research agenda to implement as part of their responsibilities, a center's goals and objectives must not be one tenure-track/tenured faculty member's research agenda

What is a Center in CEHHS?

- However, as a participant in a center, faculty pursue additional research/scholarly; education/instruction; and/or clinical, outreach, or related service endeavors that are part of the goals and objectives of the center that are beyond one individual faculty's agenda

Step 2 – Developing Documentation

Documentation

- Vision, mission, and values statement
- Description of alignment with CEHHS strategic plan
- Organizational structure and governance
- List of active faculty members
- Work plan (a 3-year work plan with goals, objectives, activities, person responsible, and time frame)
- Center resources
- List of external partners
- Financial model of the center (i.e., how the center is funded and how the funds are used in regards to work plan)
- Sustainability plan

Step 3 - Review

Review in January 2020

- Documentation due 1/15/20
- Documentation will be reviewed by a committee (will include CEHHS' Office of External Funding, ORE, and others as needed)
 - Decisions from review:
 - Maintain/not maintain center
 - For centers maintained, determine if oversight will occur within CEHHS or the Research Council

Future Review

- Centers reviewed by the Research Council will also provide all required review documentation to CEHHS
- Centers reviewed by CEHHS:
 - An annual report reviewing progress on the strategic plan will be provided to CEHHS' Office of External Funding to be reviewed by CEHHS' dean and associate/assistant deans
 - Follow-up, in-person meetings may occur as part of the annual review process for the centers
- All center documentation will be maintained on CEHHS' server

What if my Unit is not a Center/Institute?

- If your unit is not a center, the word “center/institute” must be removed from the title
- Other words that can be used:
 - *Alliance*
 - *Coalition*
 - *Consortium*
 - *Partnership*
 - *Affiliation*
 - *Collaboration*
 - *Association*
 - *Union*
 - *Laboratory*
- Can continue to function as is without documentation and review

Questions?