

IU Bloomington School of Education
Proposed Policy on Centers and Institutes

It is the policy of the School of Education that centers and/or institutes which suggest promise of helping the School to meet its research, service and/or teaching missions be established as the needs for such centers or institutes arise. The centers or institutes should be cross-departmental and report to the Associate Dean of Research at the School of Education. These guidelines are in addition to those described under the University Policy RP-11-002 Establishment of Centers and Institutes (<https://policies.iu.edu/policies/rp-11-002-establishment-centers-institutes/index.html>).

In accordance with IU policy the director of the center/institute should be a senior faculty member of academic standing, who has demonstrated administrative skills and the ability to raise external funding where that is appropriate. IU policy also requires that all SOE centers have the following:

- An up-to-date plan for research or creative activity and a mission statement aligned with the SOE mission statement.
- A financial plan addressing issues of immediate and long-term sustainability.
- An organizational structure that includes an advisory board whose members are not affiliated with the center.

In addition to the above all centers/institutes should be established and reviewed on the basis of the following:

- A center must have an appropriate name, mission statement, and set of goals or activities that align with the School of Education.
- It offers a unique opportunity to respond to a research/development area that cannot be satisfied by faculty working alone or by existing departments.
- It primarily focuses on research or research and development. Although service may be included in its mission, research must be the center's or institute's primary focus and account for the majority of its work. A center or institute cannot grant academic credits as that is the responsibility of departments.
- It is multidisciplinary in its approach.
- Maintains adequate financial health, including appropriate reserves.

When faculty have determined that there is a need for a center or institute, a proposal addressing the above criteria should be sent to the Associate Dean of Research of the School of Education to present to the Research, Development, and External Partnerships Committee. The Research, Development, and External Partnerships Committees makes a recommendation to the School of Education Policy Council, which ultimately approves the proposal.

Additional Guidelines for Implementation

Specific procedures for implementing this policy should be established by the Dean's Office. These administrative procedures should be flexible to allow for the unique nature of each center or institute. However, the following policy statements should guide the development of these administrative guidelines.

- A center or institute should be established for a limited period of time (no more than 5 years). It may be renewed after this period, but each renewal should be for a limited period of time (no more than five years).
- In accordance with IU policy each center or institute will have criteria and plans for periodic review and assessment (adhering to the School of Education Center Review Policy) of the contributions of the center to the school and the university.
- A report discussing the centers research, creative and service activities and its overall financial health should be disseminated to the entire faculty every year.

Approved unanimously by the Committee on Research, Development & External Partnerships on October 8, 2019.