

Florida Atlantic University

Regulation 2.006

Institutes and Centers

- (1) Purpose. This regulation sets forth university policy, consistent with the definitions and requirements of Florida Board of Governors (BOG) Regulation 10.015, for establishing, operating, changing the name or purpose, suspending, terminating, reviewing, and evaluating the effectiveness of university institutes and centers. The Vice President of Research is hereby authorized to grant authorization for the development and implementation of Florida Atlantic University institutes and centers and to provide oversight as provided herein. Other units that may be referred to as “Institutes” or “Centers”, whose purpose is to provide services to the university community (for example, day care centers, teaching or learning centers, computer centers), are not to be considered “institutes” or “centers” for the purposes of this Regulation.
- (2) Establishment. Those seeking to establish a university institute or center shall meet with the leadership (e.g., Director, Department Chair, Dean) of the host unit in which the new organization will be based in order to review the information required, the proposal format, and the approval process. All institutes or centers must be in conformity with all applicable laws and regulations, specifically including without limitation the Florida Educational Equity Act and BOG regulations and guidance. After receiving the approval of the Provost or applicable unit Vice President, all requests will be made to the Vice President for Research for review and determination. In cases where more than one university is participating, the host university is designated to handle reporting and evaluation of the institute or center.
- (3) Operations. Day-to-day management and leadership of an institute or center falls to its Director. It is the Director’s responsibility to ensure that the institute or center conducts research, provides services where appropriate, and otherwise meets its goals, objectives and mission.
- (4) Evaluations, Reviews, and Recommendations. University institutes and centers will be evaluated and reviewed at least every seven (7) years. At a minimum, all evaluations and reviews shall include those items listed in BOG Regulation 10.015, as well as the following:
 1. A determination of the institute or center’s progress against defined goals and objectives within the context of the institute or center’s mission and the

- participating university mission(s);
2. An assessment of the return on investment of state dollars, if applicable;
 3. The need for continuation of the institute or center;
 4. Possible changes in mission or organizational structure;
 5. Budget reduction or expansion;
 6. Recommendations for change of classification (State of Florida or University institute or center), if applicable; and
 7. Recommendations for status change (active, inactive, terminated), if applicable.

Upon completion of the evaluation, review and recommendations, the Vice President of Research, in consultation with the Provost or applicable unit Vice President, may require that a university institute or center be disbanded, suspended or take remedial or other action that best benefits the university institute or center or the university as a whole. If a university institute or center is suspended, the suspension shall include a plan for re-activation or termination.

- (5) Changing the Name or Purpose. Requests to change the name or purpose of a university institute or center will require justification from the college or other applicable host unit and must have the approval of the Provost or applicable Vice President, before being submitted to the Vice President for Research for consideration and determination.
- (6) Disbanding. Recommendations to disband a university institute or center shall include provisions for closing out the budget for the unit, transferring budget lines, and disbursing equipment and facilities, as applicable and appropriate. These tasks will be the responsibility of the host unit's Dean, Director, Chair, or executive officer. The college or other host unit must notify the Vice President of Research of the proposed dissolution at least ninety (90) days prior to the proposed date of dissolution. Final authority to approve, modify, or deny the requested dissolution lies with the Vice President for Research, in consultation with the Provost or applicable unit Vice President.
- (7) Delegation. Further authority to provide additional guidance and policies on university institutes and centers consistent with this Regulation and BOG Regulation 10.15 is hereby delegated to the Vice President of Research or designee.

Specific Authority: Florida Board of Governors Resolution dated January 7, 2003; Florida Board of Governors Regulation 10.015. History: New 7-22-09; amended 6-4-19; 02-14-23; 04-08 25.