

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)

Provost and Vice President for Academic Affairs
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