

May 16, 2012

DEANS AND DEPARTMENT CHAIRS
ACADEMIC SENATE CHAIR
ORU DIRECTORS
VICE CHANCELLOR HEALTH SCIENCES
VICE CHANCELLOR MARINE SCIENCES

Subject: Reminder of Policy for Creation and Oversight of non-ORU Centers

This statement is sent out as a reminder of the policy governing creation and oversight of non-ORU centers.

CREATION

For the General Campus, a letter from the Vice Chancellor for Research (VCR) is required to establish a non-ORU center that will be housed in a General Campus division, department, or ORU. The VCR will consult with the Executive Vice Chancellor - Academic Affairs and the head of the hosting academic unit - the dean, department chair, or ORU director - to see that s/he supports the establishment of the center prior to issuing the letter. This process ensures that there will not be duplication of effort and is consistent with the campus's ORU Policy and Procedures document. In some instances, a non-ORU center may span multiple academic units, including the VC areas of Health Sciences (HS) and the Scripps Institution of Oceanography (SIO), in which case it may be housed in the Office of Research Affairs (ORA) with oversight by the VCR if requested by the center's leadership. Non-ORU centers can be formed in Health Sciences and SIO through authorization by the VCHS and VCMS, respectively.

SUPPORT

It is expected that non-ORU centers will be supported within departments, Divisions, ORUs, or across these units and aforementioned VC areas using their existing resources. Directors of Non-ORU centers may receive a stipend to be determined by the VCR, not to exceed the stipend amount received by ORU Associate Directors.

REVIEW

Center in a department - The department chair will review the center at least every 5 years to determine its value and continued viability. If s/he decides to disestablish the center, the center's director, VCR and EVCAA will be notified.

Center in a Division - The divisional dean will review the center at least every 5 years to determine its value and continued viability. If s/he decides to disestablish the center, the center's director, VCR and EVCAA will be notified.

Center in an ORU or an interdivisional center - In consultation with the VCR, the ORU director or heads of the participating divisions, respectively, will review the center at least every 5 years to determine its value and continued viability. The VCR will notify the EVCAA if the center is to be disestablished.

Centers that are overseen by the VCR - The VCR will review the center at least every 5 years to determine its value and continued viability. S/he will consult with the participating academic unit heads prior to making a decision to disestablish the center.

ORA will maintain a current listing of all non-ORU centers on its website. This policy is effective immediately.

Sandra B. Brown
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