



<b>CAMPUS ADMINISTRATIVE POLICY JUSTIFICATION</b>
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**Policy Title:**            **Establishment of Centers and Institutes**  
 APS Number:            1040    Functional Area:    Academic and Faculty Affairs

**Date Submitted:**            February 17, 2020  
**Proposed Action:**            *Approve Amended Policy*

**Brief Description:**            This policy sets forth procedures for the establishment and approval of Centers and Institutes and to provide for the renaming of existing organizations, if appropriate, as determined by campus administrations.

**Desired Effective Date:**    January 1, 2021  
**Last Reviewed/Updated?**    October 1, 2018  
**Responsible University Officer:**    Provost and Executive Vice Chancellor for Academic and Student Affairs  
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**Policy Contact:**                Provost  
**Last Reviewed/Updated:**    October 1, 2018  
  
**Applies to:**                      Anschutz Medical Campus  
    Denver Campus

**Reason for Policy:** To establish a process for the creation of Centers and Institutes on the University of Colorado Denver | Anschutz Medical Campus.

**I. REASON FOR PROPOSED ACTION**

When this policy was first adopted, it was not clear what the CU System’s point of view on how institutes would be established/approved. Consequently, we purposely limited the scope of this policy to Centers only.

Since then the CU System has put in place Administrative Policy Statement 1008, Procedures for the Establishment of Institutes. APS 1008 states in part that “*Campuses shall have processes for the approval*

*of new institutes...*” The approval of institutes is now with the campus chancellors, however, unlike Centers the Board of Regents needs to be notified when a new Institute is approved.

Rather than develop a new policy to comply with APS 1008, the AVC for Academic Operations thought it would be clearer to simply update the Center policy (this policy) to also cover institutions. Consequently, this update to Campus Policy 1040 now includes language about what defines an institute compared to a Center. In addition, the word “Institute” was added wherever the word “Center” appears.

## **II. STAKEHOLDER ENGAGEMENT IN THE POLICY REVIEW**

Provost (C. Nakuma 9-20-21)

Provost (R. Nairn 2-1-21)

Legal (J. Willits, 1-22-20)

Associate Vice Chancellor for Academic Planning (T. Potter, Author/Editor)

Associate Vice Chancellor for Academic Planning and Institutional Effectiveness (B. Myers)

Business Services Senior Director (T. Bliss, 1-22-20)

Associate Vice Chancellor for Business Strategy and Quality Control (M. Sembrat, 1-22-20)

Special Assistant to the Provost (J. Taylor, 2-1-21)

Academic Planning Coordinator (M. Heredia, 2-24-20)

## **III. LEGAL REVIEW**

A. Do you think legal review would be required for these proposed changes?

Yes –already obtained

1. If no, please explain. N/A
2. If yes, what is your plan to get the legal review? Already obtained
3. Date legal review completed: 1-22-20
4. Person completing legal review: Jenny Willits

**IV. FISCAL REVIEW:** Are there any financial (human resources, technology, operations, training, etc.) or other resource impacts of implementing this policy (e.g., cost savings, start-up costs, additional time for faculty or staff, new systems, or software)? No