

**WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE**

**CENTERS & INSTITUTES COMMITTEE  
Meeting Minutes of 5 October 2017  
Faculty Lounge, Bernhard Center**

**Members Present:** Sisay Asefa, Massood Atashbar, Charles Henderson, John Kapenga, Stephen Magura, David Rudge, Carol Sundberg, Steve Ziebarth

**Members Absent:** Randy Ott

**Ex Officio Member Present:** Osama Abudayyeh

**Advisory Member Present:** Sherine Obare

**Advisory Member Absent:** Jody Brylinsky

The meeting was called to order by Chair Asefa at 3:35 p.m.

**PROCEDURAL ITEMS**

*Acceptance of the Agenda*

A motion was made by Rudge, seconded by Ziebarth, to accept the agenda as presented. Motion carried.

*Approval of 30 August 2017 Minutes*

Edits were made.

A motion was made by Ziebarth, seconded by Rudge, to approve the 30 August minutes as amended. Motion carried.

*Chair's Comments*

Asefa extended congratulations to Magura for his recent award of a \$2.1 million federal NIH grant to the Evaluation Center. Asefa also announced that the 54<sup>th</sup> Werner Sichel Lecture Series is underway with the next public lecture on income inequality on October 25 at noon.

**ACTION ITEMS**

*Meeting Schedule*

Sundberg will request the Faculty Senate staff to send out a doodle poll to schedule the next meeting for the first week of November

**INFORMATION / DISCUSSION ITEMS**

*Develop Proposal Criteria*

There was a discussion of the committee charge, which includes reviewing proposals for new Centers & Institutes and making recommendations to the Faculty Senate Executive Board. There was a concern that the committee is holding up the process of proposal review because it has yet to establish criteria. One option is to review proposals using old criteria. There seemed to be a consensus among the committee that it should not meet with new C&I's or review proposals without having new criteria established. It was questioned who will be using the new criteria once established. It was confusing if the committee is writing criteria to use as to review C&I proposals, or if others will use the criteria. It was clarified that only University C&I's would be reviewed by this committee.

There are fewer than ten C&I's at the University level. Obare agreed to bring a listing to the next meeting. The pressing charge is to develop a list of criteria for reviewing C&I's. Once criteria are agreed upon then the committee will decide which items need to be included in a new, one or five-year review. There was some discussion again of the purpose of the criteria, whether it was to be descriptive vs evaluative. It's uncertain how the criteria will be interpreted and used to make decisions about C&I's.

**Report Templates**

This item was postponed.

**OTHER**

A motion was made by Kapenga, seconded by Asefa, to establish this committee as a standing committee of the Faculty Senate. Motion carried.

Next steps were established as follows:

1. Continue to review and edit the list of questions/criteria using an overhead projector.
2. Establish questions that will be required in the initial proposal vs one-year vs five-year reports.

**ADJOURNMENT**

The meeting was adjourned at 4:35 p.m. by Chair Asefa.

Submitted by: Carol Sundberg, Secretary