

**WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE**

**CENTERS & INSTITUTES COMMITTEE  
Meeting Minutes of 7 November 2017  
Bernhard Center – Faculty Lounge**

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

**Members Absent:** Massood Atashbar, John Kapenga, 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 Pro tempore Abudayyeh at 1 p.m.

**PROCEDURAL ITEMS**

*Acceptance of the Agenda*

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

*Approval of 5 October 2017 Minutes*

A motion was made by Asefa, seconded by Ziebarth, to approve the 5 October minutes as presented. Motion carried.

*Chair's Comments*

Abudayyeh explained that the committee should finish a draft of the review criteria today so that the pending proposal from the College of Arts and Sciences can be reviewed at the December meeting.

**ACTION ITEMS**

*Meeting Schedule*

The Faculty Senate staff established an on-going meeting schedule for the first Tuesday of each month from 1 to 2:30 p.m. in the Faculty Lounge of the Bernhard Center (unless otherwise noted).

**INFORMATION / DISCUSSTION ITEMS**

*Develop Proposal Criteria*

The committee completed its review of the draft criteria and categorized these according to Criteria for Evaluating New Proposals, Annual Review Criteria, and Five-Year Review Criteria. Discussion was held regarding subsequent use of the criteria and if it would be used to eliminate a Center or Institute. Some members suggested that the review criteria could be used in a process similar to the program review process, but applied to C&I's. Although it's uncertain how the criteria will be interpreted and used to make decisions about C&I's, only University Centers and Institutes will be reviewed by the committee.

**OTHER**

A question was raised regarding faculty with joint appointments, and where they should be reporting their activities. It is unclear if faculty credit for activities should be reported in a department or in a C&I.

The committee charges includes reviewing proposals for new C&I's and providing recommendations to the Faculty Senate Executive Board, it was decided that the committee would need to review a pending proposal. The proposal from CAS for an Institute for Intercultural and Anthropological Studies (IIAS) is outstanding for review. This proposal will be reviewed at the next meeting using the criteria established to date.

Next steps were established as follows:

1. Review the three sets of criteria.
2. Review the CAS Institute for Intercultural and Anthropological Studies (IIAS) proposal.

**ADJOURNMENT**

The meeting was adjourned at 2 p.m. by Chair Pro tempore Abudayyeh.

Submitted by: Carol Sundberg, Secretary