University Policy No:

Establishment , Review , and Closure of Research Centres

Procedures for the Establishment, Review, and Closure of Research Centres

Procedural Authority: Board of Governors
Procedural Officer: Vice-President Research and Innovation
Parent Policy: Establishment, Review, and Closure of Research Centres RH8300

Effective Date: January 2019
Supersedes: January 2010
Last Editorial Change: March 2021

Purpose

1.00 The purpose of these procedures is to set out the processes for the establishment, approval, administration, review, and closure of Research Centres at the university.

Procedures

2.00 Table I identifies the Administrative Authority and Approval Authority for each category of Research Centre where:

2.01 The Administrative Authority has responsibility for submitting the

Table I

Type	Administrative Authority	Approval Authority	Notification
Intra-Faculty	Dean of Faculty	Dean of Faculty after consultation with the Vice-President Research and Innovation	Dean notifies Faculty Council. Dean notifies Vice-President Research and Innovation who notifies Senate and the Board of Governors.
Inter-Faculty	Deans of Faculties	Vice-President Research and Innovation on the recommendation of the Deans	Vice-President Research and Innovation notifies Senate and the Board of Governors
Multi-Faculty	Vice-President Research and Innovation	Senate on the recommendation of the Senate Committee on Planning on the recommendation of the Vice-President Research and Innovation	Vice-President Research and Innovation notifies the Board of Governors
Multi-Institutional	Vice-President Research and Innovation in consultation with the Vice-President Academic and Provost	Board of Governors on the recommendation of Senate on the recommendation of the Senate Committee on Planning on the recommendation of the Vice-President Research and Innovation	n/a

RH8300. The statement should be in accordance with the priorities and goals of the Centre's Academic Constituency and the university.

- An explanation of why the proposed activities can best be achieved through the establishment of a Research Centre
- Evidence that there exists within the university, or within the institutions in the case of a multi-institutional Centre, a group of faculty members, with established reputations in the field proposed for the centre, who are willing to collaborate on projects the Research Centre will sponsor or undertake.
- Identification of the required direct and indirect resources, including funding, space, services and personnel, and their sources, in a detailed business plan.

12.00