

**Guidelines for Establishing Research Centers, Consortia and Institutes
(PSU Central Administration Guidelines)**

October 8, 2002

- Institutes should be viewed as the largest of entities with the greatest resources invested in the activities. The activities should be extensive in scale.
- Consortia should be collectives of two or more (probably more) entities which could include internal units e.g. Colleges, and external units, company members etc. These activities should be extensive in scale and scope.
- Centers should :
 1. have an identifiable focus;
 2. have on-going funding;
 3. have funding including multiple grants and contracts, not a single grant;
 4. engage multiple faculty (more than 2) and graduate students (optimal but not a requirement);
 5. have some clearly identified rationale for being established
- Special consideration will be given to the formation of entities if:
 - A funding agency mandates a particular title; e.g. a Center Grant from the NIH.
 - A development opportunity evolves around formation of an entity and the donor wishes a particular designation for the entity; e.g. XX (donor's name) Institute for Y activity.
- All newly formed Institutes, Consortia or Centers should be established with the approval of the Vice President for Research. When these entities are approved the Provost should be informed in writing.
- All newly formed entities should have, built into the charter, a provision for a review to be conducted no less often than once every five years. Guidelines should define the conditions necessary for continuation of these entities.

