

Governance Charter Template

Director: _____

Oversight administrator: _____

Affiliated/participating units:

List all units affiliated with the UACI.

UACI Mission

Provide the mission statement or statement of purpose for the UACI, including a description of major focus area and activities of the UACI.

Governance Body:

The Governance Body is a formally established entity which serves the fundamental principles of faculty shared governance and academic integrity by:

- 1) Providing faculty input and oversight of the UACI,*
- 2) Participating in annual reporting and periodic reviews of the UACI, and*
- 3) Providing input in periodic reviews of the UACI's Director as conducted by the University administration.*

KEY PERSONNEL

Members of Governance Body:

Employees:

Affiliated Individuals:

Other roles of involvement:

FUNDING AND SUSTAINABILITY

Funding and Sustainability Plan:

Describe the funding and sustainability plan with revenue and expenses (if applicable) projected through the period of authorization. Include reporting lines for fiscal management (if applicable). If the UACI does not require redirection of funds, describe how the work of the UACI will be supported.

Annual Review of UACI Director and UACI Performance Metrics:

Supplemental Information and Compliance with External Requirements:

Attach agreements, policies, or forms, as applicable.

Approval of Governance Charter:

Director name

Signature

Date

Oversight administrator name

Signature

Date

***Note regarding governance:**

The voting members of the Governance Body shall include a majority who hold tenure-line or career-line faculty appointments at the University, and at least one fourth of the voting members shall be reasonably independent of the UACI's Director (not primarily employed by the UACI under supervision of the Director, and in other respects not subject to direct and substantial financial or other influence of that administrator). The UACI's Director may serve in a non-voting ex officio capacity, or be authorized to vote only to break a tie, but otherwise shall not vote, and may serve as chairperson of the Governance Body. Other administrators who report to the Director may serve as non-voting ex officio members. Students, and staff employees may serve in either non-voting or voting roles, so long as the faculty hold the majority of voting positions. Members may be selected by appointment of the UACI's Oversight Administrator or election or ratification by a designated body of faculty members involved with the UACI, or a combination of the above. The UACI's Director may recommend, but shall not ultimately decide on selection of any voting member.

Persons from outside the University may serve a UACI in an advisory capacity, including on any structured advisory body, but shall not serve on the UACI's Governance Body in any capacity, voting or non-voting. No major financial donor, or representative of such donor, shall serve on the Governance Body (this is not intended to preclude membership of a faculty member, administrator, or staff employee who makes relatively minor donations for activities of the UACI, such as to a fund supporting student activities).

****Example Outcome Metrics**

Financial

- Revenue (university subsidies, endowments, external funding, indirect cost recovery, income from service centers, etc.)
- Expenses (salaries, tuition, equipment purchase and upkeep, licenses, operational expenses, outreach activities, etc.)
- Faculty and staff FTE

Teaching

- Graduate student involvement (e.g., internships, research projects, etc.)
- Undergraduate student involvement
- Number of courses developed
- Number of courses offered (in conjunction with official course-offering unit)

Research and Creative Works Productivity

- Number of external awards
- Number of grants submitted
- Publications (limited to those directly related to the goals of the C/I)
- Collaborative grants
- Collaborative publications
- Juried shows, gallery showings, etc.
- Projects completed
- Honors and awards
- Patents, licenses, companies formed, etc.

Visibility and Impact

- Ranking
- Media mentions
- External stakeholders
- Presentations
- Outreach activities
- Economic impact