Members Present: Ralph Byington, Paul Gayes, Edward Jadallah, Var Limpasuvan, Gary Loftus, James Luken, Mike Roberts, Sara Sanders, Charmaine Tomczyk, Cheryl Ward, Zan Wiggins, and Rob Young

Members Absent: Daniel Ennis, and Wink Prince.

1. October 26, 2011 minutes were approved.

2. Discussion: The role and structure of University Centers
   a. Dr. Michael Roberts started the discussion on the roles and structures of University Centers.
      i) The centers all function without a clear definition of what constitutes a center. Dr. Roberts suggested this is primarily an internal issue, as the outside world considers each center individually rather than as a group.
      ii) Dr. Roberts proposed a definition of a University Center as “an administrative unit that serves to bring faculty *and students* from different departments and colleges together to perform activities that have an outward focus — to allow CCU to bring its collective expertise to bear on topical issues within the community and serve external constituencies.” The phrase “and students” added during the discussion.
   b. The need to better define University Centers was reinforced during the discussion. Areas of concern included: the procedures to create a center, CHE “funded” centers versus unfunded centers, the scale of centers and the place of “centers of one person,” the importance of community/regional impact and external funding, communication between centers, and standardized planning and reporting.
   c. A motion was passed to establish an ongoing Center Directors committee to meet regularly with the Vice President for Research and Emerging Initiatives to continue these discussions and propose definitions and procedures regarding University Centers. During discussion, it was suggested that once this group is established, we may wish to explore restructuring the URC such that it does not include the directors of all funded centers, such that the two committees will complement each other but not fully overlap.

3. The discussion of Centers took the entire meeting time. The meeting was adjourned at 4pm.