

Academic Centres Policy

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Document URL	http://policies.griffith.edu.au/pdf/Academic Centres Policy.pdf
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Description	This policy describes organisational structures the University establishes to give profile to areas of academic strength, especially of an interdisciplinary or multi-disciplinary nature, areas of professional practice, or community-based activities.

Related documents

[Academic Plan](#)

[Appointment of Academic Managers](#)

[Conflict of Interest Policy](#)

[Research Centres and Institutes Policy](#)

[University Reviews Policy](#)

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1. INTRODUCTION

The University seeks to encourage the development of activities that give prominence to:

- areas of academic strength, especially of an interdisciplinary, multi-disciplinary or applied nature;
- areas of professional practice; and
- community-based activities.

The University establishes Academic Centres in order to facilitate the dissemination and extension of the University's academic work into the community and the professions. To achieve these ends, each Academic Centre typically acts as a focus for specialised types of academic activity. They may facilitate the building of strong links between various external agencies and a number of academic (and in some cases administrative) elements within the University. By engaging with the community and the professions, and by attracting funding for special projects, Academic Centres raise and maintain the University's profile in a variety of important areas. Although certain types of research and development may be carried out in Academic Centres, research is neither their primary rationale nor their central activity, as it is with Research Centres. The range of functions and possible forms of Academic Centres is intended to be wide, hence the use of the generic term 'Academic Centres'. This term serves both to emphasise their essentially academic character and, within the University, to differentiate them as a group from Research Centres. Academic Centres are not permitted to use the term 'research' in their titles.

2. ESTABLISHMENT

The Vice Chancellor on the recommendation of relevant Group Pro Vice Chancellor may authorise the establishment or retention of an Academic Centre and the parameters under which such Centres shall operate.

Justification is required for the creation of the Centre and the use of the term 'Centre' in the title.

3. STATEMENT OF PRINCIPLE

Academic Centres serve to enhance the University's performance in key strategic areas. For example, Academic Centres may be established to:

- enhance the University's performance as a community reference centre of expertise, advice and informed opinion.
 - support and provide the social, cultural and economic development of the University's communities, through recognising and responding to their needs.
 - facilitate interaction and collaboration with external organisations.
 - provide consulting services to industry, government agencies and the professions.
 - facilitate and promote interdisciplinary and multi-disciplinary activity in the University.
 - achieve visibility and raise the profile of the University's community based activities.
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4. PROPOSAL TO ESTABLISH A CENTRE

A proposal to establish or retain an Academic Centre should include the following:

- needs analysis for the Centre
 - statement on how the Centre proposes to address these needs
 - Centre's mission or purpose, objectives and goals
 - specific services to be delivered through the Centre and the timeframe for implementation of these services
 - performance indicators to be monitored for evaluation of the Centre's operations and used to determine its continued operation
 - Centre's management structure and reporting requirements
 - business plan for the Centre indicating sources of income and projected budget for first three years of operation
 - staff who are expected to be associated with the activities of the Centre, their record of achievement and activity specifically in the area of the Centre's aims, and their likely level of involvement
 - demonstrated leadership capability of the academic staff member who will act as the Centre's Director.
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5. FUNDING

Centres are funded at the discretion of the Group Pro Vice Chancellor.

6. REPORTING

The relevant Group Pro Vice Chancellor will appoint the Director of the Centre and will specify the reporting arrangements to the Head of School, Dean or Group Pro Vice Chancellor.

The Centre Director will report annually on the Centre's activities and will provide the relevant Group Pro Vice Chancellor with a summary of achievements for the year, expenditure, and future plans. This report must be submitted by the end of March with regard to the preceding year.

7. REVIEW PROCESS

Academic Centres will be reviewed five yearly as part of the University's review of organisational unit processes.

8. DISESTABLISHMENT OF A CENTRE

The Vice Chancellor or the relevant Group Pro Vice Chancellor normally authorises the disestablishment of an academic centre.

9. ACADEMIC CENTRE POLICY REVIEW

A review of this policy and its implementation will be undertaken 5 years after it has been approved.

10. EXCLUSIONS

Centres not covered by this policy include GUMURRII, Centre for Learning Futures, and the Multi-Faith Centre.