

Office of Research
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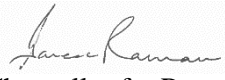
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December 11, 2018

CODED MEMORANDUM

ASA-2018-18

TO: CSU Presidents
FROM: Ganesh Raman 
Assistant Vice Chancellor for Research

Responses Requested By:
February 8, 2019 to
achire@calstate.edu

SUBJECT: Report on Campus Centers, Institutes and Similar Entities

The Bureau of State Audits holds the chancellor of the California State University responsible for monitoring campus implementation of policies and procedures governing centers, institutes and similar entities on CSU campuses. To ensure fulfillment of this responsibility, a reporting requirement was incorporated in coded memorandum [AA-2014-18](#).

Accordingly, campuses are required to periodically submit reports on relevant campus policies and procedures, as well as a list of centers, institutes and similar entities—to include the name and purpose of each entity. The Office of the Chancellor maintains this information electronically. The current list of CSU centers, institutes and similar entities can be found [here](#).

By **February 8, 2019**, please submit in Excel format: a current list of your campus centers, institutes and similar entities; any changes in directors, names or purpose of your centers, institutes and similar entities; and the web address(es) at which the information listed above is publicly available. In Word format, please submit copies of your campus' relevant policies and procedures **if updated since last reported**.

Thank you in advance for your compliance with this request. Responses and questions should be directed to Angelica Chire at achire@calstate.edu or (562) 951-4684.

c: Dr. Timothy P. White, Chancellor
Dr. Loren J. Blanchard, Executive Vice Chancellor for Academic and Student Affairs
CSU Provosts/Vice Presidents for Academic Affairs
Dr. Catherine Nelson, Chair, Academic Senate CSU
CSU Chief Research Officers

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