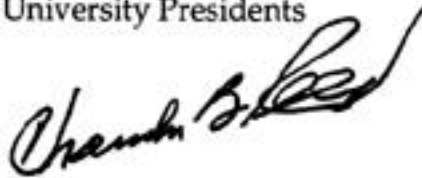


THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, California 90802-4210

Date: February 14, 2000

To: California State University Presidents

From: Charles B. Reed
Chancellor



Subject: Centers, Institutes, and Similar Organizations on Campuses of the California State University
Executive Order No. 729

I am transmitting a copy of Executive Order No. 729, which establishes principles for the development of campus policies and procedures governing centers, institutes, and similar entities. If any comparable entities are created at the system level, they should be in conformity with analogous principles.

In accordance with policy of the California State University, the campus president has the responsibility for implementing Executive Orders where applicable and for maintaining the campus repository and index for all Executive Orders.

CBR:JS

Attachment

Distribution: Dr. David S. Spence
Mr. Richard P. West
Chancellor's Office Staff

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, California 90802-4210

Executive Order No.: 729

Title: Centers, Institutes, and Similar Organizations on
Campuses of the California State University

Effective Date: February 14, 2000

Supersedes: No Previous Executive Order

This Executive Order is issued pursuant to Sections 1 and 2 of Chapter III of the Standing Orders of the Board of Trustees of the California State University. It establishes principles for the development of campus policies and procedures governing centers, institutes, and similar organizations on the campuses of the California State University.

I. Definition

Centers, institutes and similar organizations are entities affiliated with California State University campuses to offer non-credit instruction, information, or other services beyond the campus community, to public or private agencies or individuals. Campuses may create such entities—usually designated “Institutes,” “Centers,” “Research Groups,” “Councils,” “Bureaus,” “Field Stations,” or “Consortia”—to facilitate the conduct and dissemination of research, perform public service, or provide special training.

II. Responsibility for Policies Governing Centers, Institutes, and Similar Entities

Policies governing centers, institutes, and similar entities are primarily the responsibility of each campus.

III. Principles for Campus Policy Development

A. Each California State University campus is to have explicit policies and procedures for establishing, operating, monitoring, reviewing, and discontinuing centers, institutes, and similar entities. These policies are to be consonant with principles of academic freedom and concomitant academic responsibilities. The policies and procedures are to be designed to ensure that the activities of each entity

- contribute to fulfillment of the mission of the California State University and the campus;

- are consistent with generally accepted tenets of scholarship (e.g., subject to peer review);
 - meet accepted standards of academic research; and
 - are in conformity with all applicable laws and regulations and with the California State University and campus risk management policies.
- B. Each entity is to be under the aegis of an academic unit (e.g., a department, school, college, office of graduate studies and research, office of academic affairs). The establishment and continuation of the entity is to be subject to the approval of the campus president, following appropriate faculty consultation in accordance with campus policy. (Section 42402 of Title 5 of the California Code of Regulations holds campus presidents responsible for the educational effectiveness and academic excellence of all units existing at their campuses.) The entity is to be subject to periodic review to ensure that it is consistent with the principles described above.
- C. The fiscal operations of the entity are to be managed through the appropriate university unit or organization, such as the university business office or an officially recognized campus auxiliary organization. Should the president determine that any program or appropriation planned by an auxiliary organization is not consistent with policy of the Board of Trustees and the campus, the program or appropriation shall not be implemented. Further, should a program or appropriation which had received approval, upon review, be determined by the president to be operating outside the acceptable policy of the Board of Trustees and the campus, then that program or appropriation shall be discontinued by direction of the president until further review is accomplished.
- D. The campus is to make available to the Office of the Chancellor a list of all centers, institutes, and similar entities, including the name and purpose of each entity. The list is to be updated at least annually.


Charles B. Reed, Chancellor

Date: February 14, 2000