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**CENTERS AND INSTITUTES COMMITTEE**  
**Minutes of 8 October 2025****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Centers and Institutes Committee was called to order at 10:02 a.m. on 8 October 2025, via Webex by Decker Hains, chair.

**Members in Attendance:** Dustin Altschul, Ron Cisler, Decker Hains, Sara Nelson, Matthew Ross, Jana Schulman, Lee Wells

**Ex Officio:** Kimberly Buchholz

**Quorum**

A quorum was present with seven members in attendance, of the five needed to establish quorum.

**Agenda**

It was moved by Schulman, seconded by Cisler, to accept the agenda. The motion carried.

**Minutes**

It was moved by Schulman, seconded by Cisler, to accept the minutes of 10 September 2025. The motion carried.

**Reports of Officers**

Chair Hains reported that the committee should only be concerned with centers and institutes under the privy of the Faculty Senate. The committee was informed that two new centers are being proposed and re-emphasized the need for the committee to establish the process for the creation of new centers/institutes. It was noted that one of the proposed centers is vague regarding its purpose (e.g., research, service). Considering the importance of this designation, with respect to the committee's charges, the process of center creation needs to explicitly specify this designation.

Ex Officio Buchholz did not provide a report.

**Unfinished Business**

None

**New Business**

A new spreadsheet was shared with the committee that provides information to classify the nature of a center/institute. This classification allows the committee to determine the need for a center/institute to file an annual report. A concern was expressed that, despite this classification approach, there still doesn't exist a clear and formal definition of a center/institute purpose. In addition, it was discussed that this also doesn't address an instance where the purpose of a center/institute changes over time.

Each committee member was tasked to populate the new spreadsheet, according to their college, using the previously established centers/institutes list.

**Announcements**

None

**Adjournment**

The meeting was adjourned by Chair Hains at 10:57 a.m. The Centers and Institutes Committee will meet next on 12 November 2025 at 10 a.m. via Webex.

**Approval**

Submitted by Lee Wells, Secretary

Minutes were approved 12 November 2025.