
CENTERS AND INSTITUTES COMMITTEE**Minutes of 4 March 2026****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 4 March 2026, via Webex, by Bret Wagner, chair.

Members in Attendance: Dustin Altschul, Ron Cisler, Sara Nelson, Matthew Ross, Jana Schulman, Bret Wagner, Lee Wells

Ex Officio: Kimberly Buchholz

Quorum

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

Agenda

[MOTION] It was moved by Cisler, seconded by Altschul, to accept the agenda as presented. The motion carried unanimously.

Minutes

The minutes of 11 February 2026 were unavailable for approval.

Reports of Officers

Chair Wagner informed the Centers and Institutes Committee (CIC) that the goal for the remainder of the semester is to finalize the list of current Centers/Institutes and establish the process for creating new Centers/Institutes. It was questioned whether the committee's list of current Centers/Institutes had been reviewed by the Provost's Council. Chair Wagner will reach out to Hains for status.

Ex Officio Buchholz did not provide a report.

Unfinished Business

None.

New Business

The draft Centers/Institutes Submission Form was reviewed. It was determined that, depending on the routing of the form, different questions needed to be asked. It was noted that MOA-14/03: *Revised Policy on Centers and Institutes* is interpreted as contradictory regarding whether the committee is responsible for the yearly reporting on “grant centers.” Ex Officio Buchholz was instructed to confirm with the Faculty Senate Executive Board if “grant centers” are within the committee’s purview. Determine the procedures to produce and/or modify a Memorandum of Action. Investigate the role of the Office of Research and Innovation with “grant centers.”

New Centers/Institutes Submission Form questions were cleaned and simplified. CIC discussed the need for new Centers/Institutes to provide a budget or funding plan as part of their submission.

Adjournment

Chair Wagner adjourned the meeting at 11:01 a.m. The Centers and Institutes Committee will next meet on 8 April 2026 at 10 a.m. via Webex.

Approval

Submitted by Lee Wells, Secretary

Minutes were approved on 2 September 2026