

Research Center and Institute Program Review Self-Study Elements

Center and Institute leaders and colleagues will develop a self-study of approximately 15-20 pages to address the following program elements. Links to websites, documents, and other resources may be embedded in the self-study, and appendices may provide additional relevant supporting materials.

A. Center/Institute Profile

1. Brief description of Center/Institute **mission**, including goals, history, and context
2. Overview of **projects undertaken and services offered** by the Center/Institute
3. Overview of **faculty, staff, and other stakeholders involved in the Center/Institute**, including demographics, qualifications, type of appointment, and principal contributions to Center/Institute mission, projects, and services
4. Overview of **Center/Institute resources**, including physical spaces, library holdings, support services available, and partnerships (campus, community, inter-institutional, and international)
5. Any **additional information** needed to provide review team members with an understanding of the Center/Institute

B. Center/Institute Quality and Viability

1. **Principal activities and accomplishments of the Center/Institute** over the past five years, including a discussion of evidence of quality/effectiveness of the activities/accomplishments
2. Description of the **units/collaborators/partners involved in the Center/Institute**, including specific roles and contributions each makes to its functioning
3. Discussion of how the **Center/Institute contributes to the educational, research, and service/engagement missions** of the units/collaborators/partners involved in its functioning
4. Analysis and summary of **feedback from Center/Institute stakeholders**, including how this feedback is used to improve the function of the Center/Institute
5. Discussion of the **forecast of future demand for the Center/Institute projects, services, and activities**, including how the Center/Institute is **distinctive or differentiated from other similar providers**
6. Analysis of the **fiscal health of the Center/Institute**, including how well leaders manage budget resources attract diverse and sustainable revenue streams to support the Center/Institute
7. Assessment of the **adequacy of facilities**, including technology/specialized equipment used to support Center/Institute functioning
8. Assessment of **human resources contributing to the Center/Institute**, including talent recruitment, retention, diversity, and development/advancement priorities

C. Center/Institute Strategic Priorities

1. Discussion of Center/Institute **contributions to IUPUI's strategic plan**
2. A summary of the overall **internal strengths and weaknesses** of the Center/Institute **and external opportunities and threats**
3. Discussion of the Center/Institute **future directions**
4. **Specific questions** (4-6) about which the Center/Institute leaders and colleagues seek guidance from the review team