

**Academic Affairs Policy 2.05A**  
**Board of Regents Proposal for Initial Designation as a**  
**CENTER of EXCELLENCE**

A. Description

- 1 Provide a description of the proposed Center and how its area of focus has been a hallmark of the institution, for which the institution is or has the clear potential to be uniquely strong.
- 2 List and describe existing program(s) that will be part of the Center's activities and how they relate to the Center's focus. Include credential, implementation date, 3 to 5 years of enrollment (majors) and completion data.

B. Faculty and Administration

- 1 List the core and affiliated faculty members who will contribute to the Center, with examples of recent achievements related to the Center's purpose.
- 2 Provide an administrative structure for the Center, including reporting lines. Address whether and/or how the Center would affect the present structure of the Campus.

C. Facilities and Equipment

- 1 Briefly describe the existing and anticipated facilities (buildings, classrooms, laboratories, etc.) for the Center, including donations from external sources.
- 2 As relevant, add a projected timeline for any new facilities to be brought on line and address how they will be used by the Center.

D. Support and Budget

- 1 List contributions/donations (funds or equipment/land/etc), actual and pledged, received in support of the proposed Center in the last 5 years, separated by source: national; state; local/regional governmental entities; private industry/individual. Include: date received; entity/individual; value; and designated or intended purpose of the contribution.
2. Provide a three-year budget, including sources and amounts of funding/revenue and costs/ expenditures for the Center.

E. Measures for Center of Excellence

- 1 How will the Center enhance the Institution's mission? What value does a Center bring that is not accomplished through the current organizational structure? What goals/objectives would be accomplished due to the existence of the Center? What indication is there that the Center is an institutional priority?
2. How has the institution demonstrated performance excellence in this area of education, training, and/or research? Include measurable outcomes of the enterprise. How will excellence be even more apparent with/through the Center?
3. Is there an ongoing, successful effort to secure funding/partnerships to support the mission and activities of the Center? What is the plan for the next five years to maintain and enhance the performance of the Center and to ensure future viability?
4. List and describe programs under development for the Center: credential, purpose, anticipated implementation, and expected productivity. How will each contribute to the Center's focus?
5. How will the Center provide and promote service to the greater community? How will its existence provide opportunities to improve the quality of life of Louisiana residents?
6. How do the Center's education, training and/or research efforts further the economic development and workforce needs of the state? How will its programs focus on addressing current and projected workforce and economic development needs?
7. Provide specific evidence of collaboration with other entities: postsecondary institutions and/or industry/private sector. Include examples of ongoing work, particularly as it relates to the Center's focus, and copies of MOU's or other agreements.
8. Describe the Advisory Board or program/center advisors, including membership, meeting schedule, and examples of input and involvement with the Center's area of focus.

F. Attach three or more letters of support from business and/or community members.