

# GC Centers and Institutes 5-Year Self Study Guidelines

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## GC Centers and Institutes 5-Year Self Study Template

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Every five years, each active Center or Institute at Georgia College will engage in a comprehensive self-study for the purpose of demonstrating skillful oversight, sustainability, performance, and impact of the work of the Center or Institute on the campus community and community at large. The completion of the self-study will be facilitated by the director of the Center or Institute. The self-study may be supplemented with any reports the Center or Institute has recently prepared for an external sponsoring or funding agency.

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Start of Block: Block 1

## GC Centers and Institutes 5-Year Self Study

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Please provide a narrative summary that addresses the areas outlined in this report. Also, please include any supporting documents that can provide any additional information as deemed appropriate and useful.

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a. Statement of purpose/description of the Center or Institute

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b. Discussion of how the Center or Institute assists in fulfilling the mission and values of Georgia College and how the Center or Institute contributes to the preeminence of Georgia College

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c. Organizational chart of the Center or Institute including advisory board if applicable

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d. Description of stakeholders involved including: (1) external agencies, (2) professional organizations or associations (2) community stakeholders (3) faculty, staff, and other internal participants. This must include a discussion of how students are active participants in the Center or Institute

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e. Discussion of how the Center or Institute has been successful in meeting its goals and objectives

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f. Description of the Center or Institute's research goals, accomplishments, and plans for research and scholarship over the next 5 years

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g. Discussion of long-term goals for the next 5 years, including anticipated action steps to accomplish goals

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h. Discussion of any anticipated obstacles or challenges facing the Center or Institute

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i. Discussion of anticipated needs of the Center or Institute over the next 5 years

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j. Discussion of financial considerations: Does the Center or Institute have adequate financial resources for continued operation? How has the Center or Institute leveraged campus resources? How have they leveraged external funding sources? For the five-year review period and each fiscal year therein, provide (1) a summary of the revenue sources (campus and external sources, if applicable) and expenditures, (2) indicate how the expenditures align with and support the documented Center/Institute strategic priorities, and (3) document the impact of those resource expenditures.

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k. For Institutes only: Discussion of the offering of for-credit courses, programming, or certificate programs as applicable

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Please attach any supplemental reports, documents, or evidence that you'd like to include with this report. These may include reports prepared for external sources or sponsoring agencies, strategic plans, artifacts in support of programming, correspondence from external collaborating agencies, etc...

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