Agenda Item No.

**AGENDA ITEM BRIEFING**

**Submitted by:** XXXX, President

University Name

**Subject:** Establishment of the XXXXXXXXXXX

**Proposed Board Action:**

Establish the XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**Background Information:**

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**A&M System Funding or Other Financial Implications:**

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**Strategic Plan Imperative(s) this Item Advances:**

Approval of this agenda item will advance The Texas A&M University System (A&M System) Strategic Imperative **(select from Imperative 1-5)** XXXXXXXXXXXXXXXXXXXX

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**(MEMBER NAME, BOLDED, ALL CAPS CENTERED)**

Office of the President/Director/Vice Chancellor

Date of Submission

Members, Board of Regents

The Texas A&M University System

Subject: Establishment of **(identify Center/Institute)**

I recommend adoption of the following minute order:

**“The (identify Center/Institute) is hereby established as an organizational unit of (identify institution) within the (identify department).”**

Respectfully submitted,

CEO’s Name, Title

**Approval Recommended: Approved for Legal Sufficiency:**

John Sharp Ray Bonilla

Chancellor General Counsel

Billy Hamilton

Deputy Chancellor and

Chief Financial Officer

James R. Hallmark, Ph.D.

Vice Chancellor for Academic Affairs

ATTACHMENT TO ITEM

**UNIVERSITY NAME**

Center/Institute on XXXXXXXXX

**EXECUTIVE SUMMARY**

1. ***Rationale for the Creation of the (Center/Institute)***

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***2. General Description of the (Center/Institute) and Its Mission and Goals***

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***3. Potential Faculty Associated with the (Center/Institute) and Potential Intersystem and Other Collaborations***

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***4. Potential Activities***

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***5. Impact on Education and Training of Students***

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***6. Resource Requirements***

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***7. Sources and Future Expectations of Financial Support***

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***8. Governance and Advisory Structure***

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***9. Mechanisms for Periodic Review***

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