

**Yukon University Centres**

**Establishment Proposal Template**

*Before beginning this submission, please review the Yukon University Centres Policy (BA 5.0) and Procedures (BA 5.1).*

*All fields in this form are mandatory. A narrative proposal may be submitted instead, provided it addresses all criteria outlined in BA 5.1.*

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| **Lead Proponent(s)** | Name: Click or tap here to enter text.  Title : Click or tap here to enter text. |
| **Name of Proposed Centre** | Name: Click or tap here to enter text. |
| **Sponsor *(Dean or Vice-Provost, Academic & Research)*** | Name: Click or tap here to enter text.  Title : Click or tap here to enter text. |
| **Date of Submission** | Click or tap to enter a date. |

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| Description and Justification | *Provide a concise statement of the mission and objectives of the proposed Centre and its alignment with the University’s strategic and academic plans and priorities, and the Reconciliation Framework.* |
| *What is the intended scope of activities, and how will these complement (rather than compete with) existing University units?* |
| *What approaches and methods will the Centre use to achieve its objectives? Include any major milestones, if known.* |
| *What opportunities will the Centre provide for students?* |
| *What benefits and opportunities will the Centre create for faculty, staff, community, and Yukon First Nations?* |
| Membership | *Provide an initial membership list (membership may be comprised of faculty, staff, and administration, adjunct faculty, research associations and visiting scholars, Professors Emeriti, post-doctoral fellows, support staff, and students)* |
| *What collective expertise and knowledge do they bring to ensure the Centre’s viability and effectiveness?* |
| *What process and criteria will be used to select future members?* |
| Organizational Structure | *What is the proposed organizational chart for the Centre?*  *What are the roles and responsibilities of the Centre lead and staff?*  *How will University faculty, students, and staff be engaged in the Centre’s activities, and how will they be appointed or selected?* |
| *What will be the reporting structure of the Centre within the University, and how does it align with other academic units?* |
| *What is the proposed composition of the Advisory Committee, and what key expertise or perspectives should it include?* |
| *How will the Advisory Committee serve its purpose and support the Centre?* |
| Supporting Resources | *What existing facilities, tools, and resources are available to support the Centre, and how are these currently resourced?* |
| *What additional facilities or resources are required but not yet secured, and what is the justification for these needs?*  *What future resource needs are anticipated?* |
| *What are the anticipated costs of these needs, and what strategies will be used to obtain them?* |
| *What tools and resources are required for both the direct activities of the Centre and for Centre functioning (e.g. research or financial administration, library services, IT services, office and research space, equipment)?* |
| Budget and Financial Sustainability | *What is the detailed budget for the Centre, including confirmed funding and anticipated revenues from all sources (University, research agencies, partners, government, industry, etc.)?* |
| *What are the proposed annual operating costs?* |
| *How will the Centre ensure it remains financially sustainable?* |

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| **Approval Pathway of Proposal:** | Dean/Vice-Provost, Academic & Research  Provost Council  Senate  Board of Governors | Meeting Date  Meeting Date  Meeting Date  Meeting Date |