LETTER OF NOTIFICATION – 4

ESTABLISHMENT OF NEW ADMINISTRATIVE UNIT

(Instruction, Research or Service Institute/Center fully supported by non-state funds)

1. Institution submitting request: University of Arkansas Fayetteville
2. Contact person/title: Dr. Terry Martin, Vice Provost for Academic Affairs
3. Phone number/e-mail address: (479) 575-2151/tmartin@uark.edu
4. Name of Proposed Institute/Center:
5. Proposed Location:
6. Distance of proposed unit from main campus:
7. Reason for proposed action:
8. Mission and role for proposed Institute/Center:
9. Provide current and proposed organizational chart:
10. Identify non-state funding sources and expected length of funding.
11. Provide copy of financial agreement or Memorandum of Understanding (MOU).
12. Projected annual budget.
13. Termination date of funding from the non-state sources.
14. Termination date of Center/Institute operation when funding ends.
15. If location is off-campus, provide copy of e-mail notification to other institutions in the area of proposed unit and location.
16. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Approval or Notification Date:

Chief Academic Officer: Date: