As a result of the fourth cycle of DePaul University's Academic Program Review Process (Cycle 4), the participants in the process enter into the following agreements. The participants understand that this document will be available to be made public once all the signatures are in place.

**Actions agreed upon for the coming academic year (2002-2003)**

1. *Create a direct impact at DePaul.* The NASA Space Science Center will work to create a more direct impact on DePaul students and faculty. Two possible avenues for achieving this goal:
   a. develop a new set of courses for teacher education/re-certification programs, and
   b. share the Center’s data archives with undergraduate science and math students, especially those who will be enrolled in the new Scientific Data Analysis & Visualization degree program recently approved by the College of LA&S.

2. *Collaborate with Other Colleges.* The Center and the dean will make it a priority in the coming year to seek stronger endorsement from and collaboration with the School of Education in developing courses for teacher education programs in the sciences. The center and the College recognize that this collaboration is essential, because although DePaul and the Center are approved providers of education for teacher re-certification, the State certification requirements can best be handled with the collaboration of the School of Education.
   a. Since the deanship in the School of Education is in transition, the dean will continue conversations with the acting dean and the new dean regarding the need for stronger collaboration.
   b. As conversations with the School of Education progress, the Center will continue its own efforts to develop science education courses and programs, such as an interdisciplinary Masters degree program in math & science for middle school teachers.
   c. The Center would like to collaborate with other colleges on science & math programs and seeks the support of Academic Affairs at the university level for urging Colleges and Schools to cooperate in these collaborative ventures (see ‘university issues’ section below).

3. *Develop succession plan for director position.* The Center director and the dean will work together in the coming year to develop a succession plan for continued leadership of the Center at such time as the current director steps down.
   a. It was noted that the current director serves in two different leadership positions – as the Director of the external grant with NASA that funds the Space Science Center, and also as the director of the Interdisciplinary Science and Technology Center in the College of Liberal Arts and Sciences. The succession plan developed by the director and the Dean will relate to the latter position.
   b. It was recommended that Centers & Institutes Advisory Board work with the university/Academic Affairs to develop more appropriate policy and procedures regarding center directors who are accountable to external funding agencies as well as to DePaul (see "university issues" section below).

**Issues on which there is joint commitment to continue working**
1. **Staff development.** The director would welcome staff development opportunities geared towards academicians who have assumed management positions. The dean suggested that perhaps Academic Affairs could sponsor a ‘management development’ workshop for faculty who are in supervisory positions, covering topics such as managing staff, encouraging teamwork, etc.

2. **Support services.** The director noted that the Center’s management operations are not well supported by various university offices. The center is most challenged in dealing with the Office of Sponsored Programs (grant reporting and budget management), PeopleSoft (Mobius Reports), Human Resources, and the Comptroller’s office (i.e., repayment processes) and would like the university to address the problems these offices have in dealing with Centers & Institutes (see university issues section below).

### University-level Issues and Commitments

During Cycle 4, the Centers & Institutes’ individual self-studies raised several issues that have important implications for all Centers & Institutes, and which require action at the university level. These issues will be discussed in further detail at a meeting with the Centers & Institutes Advisory Board, the APRC Chair, the Associate Vice President and the Executive Vice President for Academic Affairs. Commitments and actions arising from that meeting’s discussion will be documented in a General Memorandum of Agreement for all Centers & Institutes.

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A hard copy of this document was signed by:

Center Director

Chair of APRC Subcommittee

Chair of APRC

Dean of the College

Associate V.P. for Academic Affairs

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*The hard copy with signatures is on file in the Office of the Associate V.P. for Academic Affairs and is available upon request.*