

Accounting Handbook

Establishing a Center or Institute

Centers and institutes exist to enhance the educational and/or research activities of the UHCL. The establishment and operations of centers or institutes must be in accordance with [UH System Administrative Memorandum \(SAM\) 06.A.07](#).

Establishment of a center or institute must comply with the following:

1. The President must approve creation of a center or institute in writing.
2. The agreement must provide for the following:
 - 2.1 The President approves of the creation and operation of the center
 - 2.2 The center must support the mission of the University
 - 2.3 The center may not use the name of the University without written consent of the President
 - 2.4 The center is subject to all rules of the Board of Regents, system administration, reporting and auditing requirements
3. Submit annual written and financial report to the President