

**UCD ACADEMIC CENTRE REPORT FORM**

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| Please read the [UCD Policy on Academic Centres](http://www.ucd.ie/governance/t4media/centres_po%20%28uploaded%20211116%29.pdf) and the Procedures for Review of Academic Centres before completing this form.*PLEASE DELETE RED TEXT AFTER COMPLETION*  |

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| **To be completed by the Academic Centre Director** |
| **1** | **Title of the UCD Centre** | *UCD Centre for…* |
| **2** | **Centre Type*****Please delete as appropriate*** | *(i) Research Centre**(ii) CPD Centre**(iii) Combined Research and CPD Centre* |
| **3** | **Centre Director*****(and UCD email address)*** |  |
| **4** | **UCD School and College responsible for the Centre** |  |
| **Website URL** | *Insert Centre webpage if available and/or links to social media* |
| **5** | **Give the rationale for the Centre *(max 300 words)*** |
|  | *What does/will the Centre achieve that UCD cannot achieve without the Centre* |
| **6** | **Describe the governance and reporting structure for the Centre, including any past or proposed changes *(max 300 words)*** |
|  | *See Section 2.2 of the Policy on Academic Centres – consider including a flow chart* |
| **7a** | **List the UCD Staff that are currently affiliated with the Centre***See section 2.3 of the Policy on Academic Centres* |
|  | **Staff Members Name** | **UCD School** | **Role (max 20 words)** |
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| **7b** | **Please confirm (by ticking the box) that affiliated staff have been made aware that their publications and other outputs may also be associated with the Centre** [x]  |
| **8** | **Provide a brief overview of the impact the Centre has had since its establishment or previous review and include what added value the Centre has attained *(max 600 words)*** |
|  | * *Refer to the Plan for the Centre in the original application and/or previous review form.*
* *Indicate how the Centre supports the University’s Strategy.*
* *Provide evidence that the Centre has demonstrated research and/or teaching excellence.*
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| **9** | **Outline the Plan for the next three to five years for the Centre *(max 600 words)*** |
|  | *For Research Centres include objectives and planned outputs, funding and collaboration ambitions.**For CPD Centres include objectives, planned programme(s), the target audiences(s) and the likely number of participants, and any other outputs.* |
| **10** | **Signatures**By signing this form, you are confirming that the above form has been reviewed and is supported by the appropriate Head of School and the College Principal. |
|  | **Centre Director** |  |
|  | **Head of School** |  |
|  | **College Principal** |  |
|  | **Date:**  |  |

Please append to this review form: **a list** of outputs of the Centre since its establishment or last Review Report (e.g. **list** of publications, presentations, conferences, seminars, contributions to policy, courses taught, consultancy provided, etc.). Clearly state how the outputs listed contribute to the added value of the Centre, and highlight examples of collaborative activities/publications enabled by the Centre. Furthermore, please highlight a small number of specific examples that support the rationale for the Centre.

Please submit the form to the University Secretariat at univsec@ucd.ie for consideration by the Academic Council Committee on Academic Centres (ACCAC)

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