

MEMORANDUM

To: Deans/Unit Vice Presidents, Center and Institute Directors, Associate Deans for Research

From: Cecilia Zhang, Ph.D., Associate Provost, Institutional Planning and Research
Irene Cooke, DVM, PhD, Assistant Vice President, Office of Research

Re: Florida Board of Governors, Regulation 10.015, Centers and Institutes Evaluations

Date: July 7, 2026

You are receiving this memo because one or more of the centers or institutes under your supervision is due for an evaluation. Evaluations occur every seven years. Per Board of Governors Regulation 10.015, the Board of Governors receive a summary of the evaluations.

At a minimum, the evaluation of each center or institute should include the following elements as appropriate: progress against defined goals; return on investment of State dollars; changes in mission, organization, or budget structure; and the need for the center to continue. A brief survey was created to meet the requirements of the state regulation. A copy of the survey instrument is attached to guide you in collecting materials in advance.

The **Evaluation Survey** should be completed no later than **Friday, August 28, 2026**. The link to the evaluation survey is below. The evaluation schedule, the regulation, and FAQ's can also be found at the Institutional Planning and Research support site.

Evaluation Survey 2026

https://ufl.qualtrics.com/jfe/form/SV_bsBlij5GBvtFg6a

Centers and Institutes – Evaluation Support Site

<https://ir.aa.ufl.edu/academic-support/center-and-institute/evaluations-expenditures/evaluations/>

A copy of the memo will also be sent to your designated C/I admin contact (if applicable) and the individual who submitted last year's expenditure report. We thank you in advance for your time and cooperation. If you have any questions reach out to the contacts below.

Institutional Planning and Research
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