

PROPOSAL: CENTER FOR GRAPHICS RESEARCH

MISSION: The Center for Graphics Research will be the focus for programs and activities relating to research in computer-based imaging at Western Connecticut State University. To achieve this mission, the Center will utilize and enhance the knowledge and skills of faculty and students, collaborate with other resources across the university, and draw upon regional and national resources.

OBJECTIVES:

1. To act as the focus of computer-based imaging research at Western Connecticut State University.
2. To provide both software and hardware tools necessary for computer-based imaging research.
3. To seek both internal and external grants to support CGR activities and projects.
4. To disseminate the results of CGR sponsored projects in computer-based imaging through a series of Technical Reports.
5. To sponsor events (Ex. Animation Festival) to demonstrate the uses of computer-based imaging to the University community and the general public.
6. To collaborate with University faculty in the use of computer-based imaging across the curriculum.
7. To assist in the development of new courses and programs in computer-based imaging, including: computer graphics, computer art, computer animation and digital media.
8. To collaborate with existing University resources and services in the use of computer-based imaging.
9. To provide opportunities for University students to work with faculty on computer-based imaging projects.
10. To provide opportunities for CGR faculty and student members to experience current trends in computer-based imaging through such activities as attendance at conferences.

STRUCTURE: The Center for Graphics Research will have a Director; a physical location; and a budget, secured through various grant programs; and will be included in space utilization plans by the University. CGR will be under the aegis of the Vice President for Academic Affairs and will have an Advisory Committee.

1. Director. The Director will be a member of the full-time teaching faculty and will be responsible for the activities of the Center for Graphics Research. The Director will report to the Vice President for Academic Affairs, and will work under the guidance of an Advisory Committee. The goal is that this shall become a 12-month, full-time, position. During the first two years following the approval of the Center's bylaws, the Director shall receive the equivalent of six (6) load credits of reassigned time during each academic year. The Advisory Committee shall review appropriate compensation for the Director at the end of the first two years.
 - a. *Qualifications and Selection.* The Director should have a strong background in computer graphics and other computer-based imaging areas, have demonstrated a history of graphics research activities, and have demonstrated leadership and collaborative working skills.
 - b. *Responsibilities*
 - i. Develop, implement and evaluate the range of service of CGR, as outlined in the Objectives.
 - ii. Collaborate with other University systems to enhance their services that support the Objectives of the Center.
 - iii. Set priorities among CGR programs and activities based upon needs and interests expressed by faculty and students, given time, budget and other resources in the year.

- iv. Maintain the CGR budget.
 - v. Pursue outside funding resources for CGR activities.
 - vi. Provide a yearly report to the University Senate, the Vice President for Academic Affairs, and the CGR Advisory Committee, which will include a review of projects and activities.
 2. Location. CGR will have a physical location on campus, with office space and equipment for the Director, and research facilities for Center projects. This space may be shared space, also utilized for other purposes.
 3. Budget. Other than the compensation for the Director, no direct university funding is required. All funds to support the activities of the Center will be secured through internal and external grants.
 4. Governance
 - a. The affairs of CGR will be managed by a Director and overseen by an Advisory Committee, with a final accountability to the Vice President for Academic Affairs.
 - b. *CGR Advisory Committee*
 - i. Functions. The CGR Advisory Committee will serve as a primary and ongoing resource, assisting the Director in making decisions regarding efficient utilization of financial and physical resources, and serving in other capacities as identified by the Director.

Since the Advisory Committee serves in an advisory capacity, final decisions in all CGR matters will be made by the Director, with accountability to the Vice President for Academic Affairs.
 - ii. Membership. The Advisory Committee will consist of four (4) members, to include:
 1. Chair of the Department of Computer Science
 2. Chair of the Department of Art
 3. Director of the Masters in Fine Arts program
 4. Director of Grant Programs
 - iii. Meetings
 1. The Advisory Committee will meet on a regular basis as established by the Director and Committee, no less than once each semester.
 2. The Director will act as Meeting Chair. If the Director is unable to do so, the Director will appoint a Committee member to act as Meeting Chair.
 3. The Meeting Chair will appoint a Committee member to take minutes.

Note: If the University Senate and the University Administration approve this proposal, it is anticipated that formal bylaws for the Center will be submitted to the Senate and the Administration for approval.