Center for Applied Mathematics and Statistics (CAMS) Charter

Preamble

This charter governs the operations of the Center for Applied Mathematics and Statistics (CAMS) at Michigan Technological University. The Center was established in 2021 and aims to create a platform for collaborations among mathematicians/statisticians and scientists/engineering, provide statistical consultations for Tech faculty/students and the community, and develop interdisciplinary proposals for which computational mathematics and applied statistics play essential roles.

1. **Mission**

   The mission of the CAMS is to promote interdisciplinary research among mathematicians, statisticians, scientists, and engineers, and provide statistical consulting service for Michigan Tech.

2. **Description of Proposed Activities**

   The CAMS supports collaborations among mathematicians/statisticians and scientists/engineering, provides statistical consulting for Tech faculty/students, and enhances the development of interdisciplinary proposals for which computational mathematics and applied statistics play critical roles.

3. **Governance Structure and Management**

   3.1 Membership - Membership in the Center is open to faculty and researchers who conduct research and education that includes or is related to the areas of applied mathematics and statistics. It is the duty of the director of CAMS to review and approve membership applications. All members of CAMS are voting members.

   3.2 Director - The center director needs to be a center member. Members of the center can nominate any center members, including themselves, to be the candidates. A candidate needs to receive the top votes and more than 50% votes to become the center director. In case no one receives more than 50% votes, the VP of research appoints the director. The length of one term is 3 years. The Director will provide leadership and perform activities that support the mission of the center. The Director will oversee the operations of the center and serve as the chief financial manager. Specific responsibilities include: a) coordinate statistical consultation service; b) promote interdisciplinary research; c) organize the center meetings and research seminars, and the CAMS Research Forum; d) cultivate new collaborations with MTU faculty and researchers at large; e) identify funding and collaboration opportunities for center members.

3.3 Management Committee - The management committee consists of 3 members voted by all center members. The management committee will work with the center director to: a) develop the strategic plan to guide the center activities; b) advise the director on the management of the center and its activities; c) monitor center budgets; d) increase center visibility through collaboration and outreach; and e) advise the director on other center affairs.

3.4 Committees - The membership or the Director may from time to time appoint such committees as deemed proper and may prescribe the functions, duties, duration, and terms of membership of such committees.

3.5 Financial Management and Resource Allocation - The Center is funded by the Department of Mathematical Sciences and through the receipt of Internal Research and Development (IRAD) funding provided by MTU in proportion to the total F&A charged on funded projects submitted through the Center. Members will collectively decide how to distribute resources among its programs and activities. Priorities for the distribution of resources will ideally be decided by consensus, but a simple majority vote will be used to make decisions. Members have the responsibility for making proposals for the distribution of resources through the meeting agenda and planning activities in advance so that all voting members have a voice in the distribution of resources. The Director shall have signing and spending authority consistent with the direction provided by the membership. The Director will provide an updated summary of the CAMS finances at the annual meetings.

3.6 Voting - Voting shall take place via ballot either electronically or in meetings of the whole where a quorum has been reached. For any meeting of the whole where business is conducted, a quorum will consist of 50% + 1 of all Voting Members. Votes via electronic ballot require notice to all members, a 50% +1 response rate of Voting Members, and should follow an opportunity for discussion of the matter. A motion will pass with a majority of votes, unless a larger vote is required as set forth in this charter or another authority. A voting period should typically last one week with notice of the voting period provided in the notice.

3.7 Annual Report and Renewal - The Center Director will submit an annual report to the members and the Vice President for Research (VPR) or appropriate entity as required. The annual report will summarize the activities of the Center for the past year, including financials, progress on goals, future plans or other topics as required by VPR. The Center is authorized according to MTU policy. At the end of a term, the director, in consultation with the members, will seek renewal every five years following VPR guidelines.

3.8 Charter Amendments - Proposed changes to the Charter can be initiated by voting members of the CAMS. The voting time is at least 7 days. Voting will follow the procedures

set out above except that changes to the Charter require a two-thirds majority of voting members.

4. Five (5) Year Strategic Plan

4.1 Mission - The mission of the CAMS is to promote interdisciplinary research among mathematicians, statisticians, scientists, and engineers, and provide statistical consulting service for Michigan Tech.

4.2 Vision - CAMS will be a productive, vibrant, and inclusive community of scholars at Michigan Tech who collaborate across disciplines to conduct research related to applied mathematics and statistics.

4.3 Guiding Principles/Core Value - a) Research excellence and integrity; b) Service to MTU faculty and students; c) Shared governance; d) Diversity, equity, inclusion; e) Stewardship.

4.4 Goals - a) The short-term goal (3 years) is $2,000,000.00 for submitted proposals and $500,000.00 for funded research proposals. b) The long-term goal (5 years) is $3,000,000.00 for submitted proposals and $700,000.00 for funded research proposals.

4.5 Actions - a) Foster a vibrant, and inclusive community of scholars who conduct research with relevance to applied mathematics and statistics; b) Provide free statistical consulting to MTU faculty and students; c) Support and grow internal and external partnerships and capacity to achieve novel broader/research impacts; d) Enhance proposal activities for interdisciplinary research related to applied mathematics and statistics.

Signatures

_____   _____   ___05/02/2023_
Director of CAMS   Date

_____   _____
Associate Vice President for Research Development   Date

Version History
Current (2023)   Initial adoption of the charter