Bylaws for the Institute for Advanced Study

Adopted 3 May 2007
Revised 28 April 2010
Revised 10 December 2013
Revised 24 September 2015
Revised 4 November 2016

1. Name
a. The organization defined within these bylaws shall be the Institute for Advanced Study (IAS).

2. Purpose
a. **Institute Mission**. The Institute for Advanced Study supports innovative research and creative activity across disciplines, facilitates collaboration, fosters critical engagement with issues and ideas, and builds generative relationships between the University and the larger communities locally and globally.

b. **Vision**. Through its programs and community engagement, the IAS practices inclusivity and employs creativity, specialized expertise, and diverse ways of knowing to transform knowledge production and education for the 21st century. We convene critical conversations around issues of the public good in a just and equitable society to inform our research and teaching. The IAS strives to be an intellectual community and generative space for building collaboration within and beyond the University. It aims to bring people together across all the University's colleges and campuses, transcending disciplinary and institutional boundaries, to engage complex problems facing the state, nation, and globe.

c. **Values**. The IAS embraces core principles to guide our work and aspirations:
- *Inclusivity and Diversity:* We recognize that diverse peoples and ways of knowing have previously been excluded from the academy to the impoverishment of human knowledge and wellbeing. We actively seek out and support the inclusion of diverse perspectives and peoples in education and the production of new knowledge.
- *Interdisciplinary Engagement:* The IAS seeks to bring wide-ranging disciplines together to define critical questions, problems, and interdisciplinary approaches for research from the earliest stages of the process, not as an afterthought. We believe interdisciplinarity benefits creativity and learning, and can also serve to deepen disciplinary questions and methods.
- *Collaboration:* We support and facilitate collaboration—the power of collective thinking, understanding, and action—across disciplines and professions, institutions, and all types of boundaries. The IAS models collaboration in our programming and relationships.
- *Full Exploration of the Realms of Knowledge:* We encourage research and creative activity on all scales without narrow instrumental application, recognizing that we cannot know what knowledge may ignite imagination and have utility and value for society in the future.

- *Serving the public good*: The IAS is an intellectual and physical space where the University and the larger community intersect. We convene critical conversations to examine collective values and the role of a land-grant institution in defining and promoting the public good and a just and equitable society, with full recognition of the contested nature of the "public" and its interests. We encourage community engagement to inform our scholarship and to transfer the benefits of academic research and production to the larger world.

3. Faculty Director

a. **Duties**. The IAS Faculty Director is charged with leading the development and implementation of the Institute's priorities, supervising the Institute's day-to-day management, and facilitating the goals of its mission.

b. **Term**. The IAS Faculty Director is appointed to a three-year term.

c. **Appointment process**. The Advisory Board is charged with reviewing and nominating a candidate for IAS Faculty Director to the Senior Vice President for Academic Affairs and Provost (Provost). The Provost will appoint the Faculty Director. A current Director must be reviewed before reappointment.

d. **Review**. The Director will be reviewed in his/her third year. The review will be conducted by the Provost, in consultation with a committee that includes at least one member of the Advisory Board.

4. Participation

The Institute for Advanced Study will provide avenues for both public and university-wide participation. The primary forms of participation shall include:

a. **Faculty Fellows**. Each year scholars will spend a semester in residence at the Institute to pursue innovations in scholarly and creative work. Fellows will be provided with office space and a computer in the Institute. Faculty will be relieved of their teaching responsibilities for their term in residence, but not from their service responsibilities. Fellows are expected to be actively involved in the activities of the Institute including attendance at events and regular Fellow luncheons.

    i. **Eligibility.** All tenure-track or tenured faculty are eligible for a fellowship, but an individual faculty member may serve as Fellow only once within a five-year period.

    ii. **Appointment process**. A call for applications for Fellows will be made in the fall of each year. Applications for fellowships will be reviewed by a committee of the Advisory Board and final selections will be approved by the Advisory Board. Faculty Fellows may also be participants in Research/Creative Collaboratives.

b. **Research/Creative Collaboratives**. Each year the IAS will support Research/Creative Collaboratives. Collaboratives will be engaged in pursuing intellectual and creative activity that bridges disciplines and communities. Each Collaborative will receive a program budget and

administrative support as needed. Collaboratives may include members from outside the University of Minnesota. Collaborative members are expected to be involved in the broader range of Institute activities.

> i. **Eligibility.** University faculty, students, or staff, as well as community members are eligible to serve as Collaborative conveners. Each Collaborative should show evidence of faculty participation.

> ii. **Appointment process**. A call for applications for Research/Creative Collaboratives will be made in the fall of each year. Applications for Collaboratives will be reviewed by a committee of the Advisory Board and final selections will be approved by the Advisory Board. A Collaborative is funded for up to one year and may apply for renewal.

c. **Affiliations**.

> i. Affiliated Groups. On occasion the Institute of Advanced Study may grant the status of IAS Affiliated Organization to an independent scholarly, artistic, or community engagement organization not otherwise affiliated with the University of Minnesota.

> ii. Affiliated Scholars. On occasion the Institute of Advanced Study may grant the status of IAS Affiliate to a scholar who is on sabbatical or who has formally requested affiliation with the Institute. Affiliates will receive no funding from the IAS, but they may receive office space at the approval of the IAS Faculty Director.

5. Advisory Board

a. **Duties**. The Advisory Board is responsible for nominating new IAS Faculty Directors, reviewing and recommending selection of Faculty Fellows and Research/Creative Collaboratives, approving University Symposium topics, approving the annual budget, approving and amending the Institute's Bylaws, and providing advice to the IAS Faculty Director on aspects of the Institute's activities. These duties may be executed by committees at the discretion of the Advisory Board. It is expected that Advisory Board members will serve on IAS Committees.

b. **Composition**. The Advisory Board will be composed of at least ten voting members of the University community, the IAS Faculty Director and any ex officio members. The IAS Faculty Director serves ex officio. Other ex officio members serve at the discretion of the Director. At least one member of the board shall be a former IAS Faculty Fellow. At least one member of the board should represent the coordinate campuses (i.e., Morris, Crookston, Duluth, Rochester). Members should be chosen to represent the diversity of disciplines across the University of Minnesota; furthermore, to help ensure the interdisciplinary nature of the Institute, no more than two faculty members from the same department may serve simultaneously.

c. **Term**. Members serve three year terms. Terms will be staggered such that three new board members are added each year.

d. **Appointment process**. New board members will be appointed by the IAS Faculty Director, in consultation with current board members and the Provost.

e. **Meetings**. The Advisory Board shall meet no less than twice a semester or four times per year. Additional meetings may be called at the discretion of the IAS Faculty Director. For the

purposes of voting on IAS business, a quorum of the Advisory Board shall be a simple majority of (voting) members who are either present or participating through communication technology. A member of the board or IAS staff shall take minutes at each meeting. At the start of each meeting, the board shall approve the minutes of the prior meeting. The IAS Faculty Director will, at each meeting, report on any significant decisions of the IAS Faculty Director and IAS staff.

       f. **Conflicts of Interest.** Members of the Advisory Board are not eligible for faculty Fellowships. They may not serve as conveners or co-conveners of Creative Collaboratives.

6. Select Committees

Select committees are convened annually by the Advisory Board to complete regular specific tasks such as the selection of faculty Fellows or Research/Creative Collaboratives. Committee members serve one year terms on select committees.

       a. **Faculty Fellows Proposal Review Committee.** Constituted by three people; two of whom must be voting members of the Advisory Board, one who has been a Faculty Fellow (and may be a member of the Advisory Board), this committee will review annual applications for Faculty Fellowships. This committee will provide the IAS Faculty Director with a written summary of its deliberations, and it will prepare an evaluation sheet that ranks each application and proposal. Based on this evaluation, the IAS Faculty Director will make a motion to the Advisory Board to approve the coming year's Faculty Fellows.

       b. **Research/Creative Collaboratives Proposal Review Committee**. Constituted by three members of the Advisory Board, this committee will review annual applications for Research/Creative Collaboratives. This committee will provide the IAS Faculty Director with a written summary of its deliberations, and it will prepare an evaluation sheet that ranks each application and proposal. Based on this evaluation, the IAS Faculty Director will make a motion to the Advisory Board to approve the coming year's Research/Creative Collaboratives.

7. Ad Hoc Committees.

Ad hoc committees are convened by the Advisory Board to complete specific tasks such as the selection of Interdisciplinary Graduate Fellows or the drafting of amendments to these bylaws. Committee members serve on ad hoc committees for the duration of the task.

       a. **IDF Committee.** Charged by the Director and constituted by three members of the Advisory Board, the ad hoc Interdisciplinary Graduate Fellows committee will review applications for Interdisciplinary Doctoral Fellowships. The committee will provide the IAS Faculty Director with a written summary of its deliberations.

       b. **Bylaws Committee.** Constituted by five members of the Advisory Board, the ad hoc bylaws committee is created by a majority vote of the IAS Advisory Board. The committee considers changes to these bylaws, accepts recommendations from any member of the Advisory Board, the IAS Faculty Director, or the IAS staff and drafts its recommended revisions for distribution to the Advisory Board.

8. Budget

Prior to the start of each fiscal year, the Faculty Director, with the support of the IAS staff, will prepare a financial budget for board review and approval. The budget shall include the projected

and actual expenses/income for the previous two years and a proposed budget for the coming fiscal year. The budget shall provide detailed information regarding each source of funding. In addition, the budget shall provide detailed information regarding the following expense categories—Faculty Fellows, Research/Creative Collaboratives, Program Activities, IAS Staff, Capital Expenditures, and Discretionary Expenditures. Additional information may be included in the budget at the discretion of the IAS Faculty Director or as requested by a majority vote of the Advisory Board.

9. Annual Report

At the end of each fiscal year, the Faculty Director, with the support of the IAS staff, will prepare an annual report. The report shall contain a narrative review of IAS developments prepared by the IAS Faculty Director. In addition, the report will account for the previous year by listing past Research/Creative Collaboratives, IAS Fellows, the names of the Advisory Board members, and the staff that served during the previous year. Finally, the annual report will include a budget summary of the previous year and a projected budget for the current fiscal year.

The Annual Report will be posted online on the IAS website. Copies of the annual report will be sent to the Office of the University President, the chancellors' office on each coordinate campus, and each member of the Advisory Board. Additional copies may be distributed at the discretion of the Director.

10. Evaluation and Assessment

At least every six years, the Institute for Advanced Study shall undergo a review of its policies, official programs, regular activities, and infrastructure. This assessment shall be conducted in accordance with University regulations.

11. Bylaws Amendment Process

The Advisory Board may, at any time, constitute by majority vote a committee of five members to consider changes to these bylaws. The Bylaws Committee shall then accept recommendations from any member of the Advisory Board, the IAS Faculty Director, or the IAS staff. The Bylaws Committee then will decide whether and in what way to endorse the amendments.

If the committee decides to endorse the recommendations, it will draft the appropriate language and distribute the revised bylaws to the Advisory Board. At least one week thereafter, the Advisory Board will meet to vote on the changes. A two-thirds majority of the full Advisory Board shall be necessary to pass the amendments.

If the Bylaws Committee chooses not to endorse the proposals it has received, it will report its decision and rationale to the Advisory Board. The Advisory Board may then accept the committee's decision or it may, by majority vote, constitute a new Bylaws Committee to reconsider the proposed amendments.