

Bylaws of the University of California Humanities Research Institute

ARTICLE I. NAME AND PLACE OF OPERATION

The name of the Institute is “The University of California Humanities Research Institute” (hereinafter referred to as “UCHRI” or “Institute”). UCHRI is a multicampus research unit of the University of California. Its headquarters and administrative offices are located on the campus of the University of California, Irvine, CA 92697-3350. Its programs and activities may take place at any University campus or location.

ARTICLE II. PURPOSE AND STRUCTURE

The principal purpose of UCHRI is to provide a University-wide center for interdisciplinary research in the humanities among the scholars of the ten campuses of the University of California and their national and international colleagues.

The programmatic and administrative operations of UCHRI are carried out by a director and core staff reporting to the director. The core staff provide day-to-day operational and administrative support to the Director. The staff manage the grantmaking programs, stakeholder engagement, fundraising and partnership development of the Institute.

The director also provides programmatic leadership in consultation with a UCHRI Steering Committee. The Steering Committee, which includes the Director as a member, provides overall governance of UCHRI to ensure genuine systemwide engagement in the humanities.

Additional advice and consultation are provided by a grants review committee, and a board of advisors. The faculty grants review committee informs UCHRI’s grantmaking decisions. A board of advisors offers counsel to the Director on trends in humanities research and extramural support.

The composition and function of each of these roles are described in the following articles.

ARTICLE III. DIRECTOR

The Director shall be a tenured faculty and member of the Academic Senate of the University of California. The Director is appointed by the President or designee for a renewable five-year term. The appointment is governed by the policies of the systemwide Academic Personnel Manual and systemwide guidance for Multicampus Research Units. As director of a Multicampus Research Unit, the Director reports both to the UC systemwide Vice President for Research and to the campus Vice Chancellor for Research at the host campus.

The Director is responsible for managing the academic and research programs and administrative operations of the Institute and supervising the UCHRI staff. The Director is an *ex officio* member of the UCHRI Steering Committee.

In fulfilling their leadership functions, the Director consults with the Steering Committee, the Consortium of UC Humanities Centers, the Grants Review Committee, and the Advisory Board.

ARTICLE IV. STEERING COMMITTEE

Overall governance of UCHRI is guided by the advice of the Steering Committee. The responsibilities of the Steering Committee include providing continuing engagement with and review of UCHRI's activities through regular consultation with the Director; contributing to the Institute's extramural development efforts and fundraising plans; and advising the UC Office of the President on the search and/or appointment of a new Director.

Membership: The President's Advisory Committee on Research in the Humanities [PACRH], appointed by the UC systemwide Provost & Executive Vice President of Academic Affairs, functions as the Steering Committee of the UCHRI. The Steering Committee is convened by a distinguished UC faculty humanist who serves as its Chair and is appointed by the UC systemwide Provost & Executive Vice President of Academic Affairs. The Committee's composition also includes the campus deans for the humanities, the chair of the consortium of campus humanities centers, and the Director of UCHRI as *ex officio* members. Campuses that do not have a designated humanities dean may recommend a cognizant equivalent administrator be appointed as the designee. In addition, the UC systemwide Provost & Executive Vice President of Academic Affairs appoints up to two at-large tenured UC faculty members from nominations by the UC Academic Council.

Terms of Membership: The Chair is appointed by the Provost and serves a three-year term with the possibility of renewal at the discretion of the Provost. The usual terms of appointment for at-large members will be staggered two-year terms. Vacancies shall be filled according to the same criteria outlined above.

Meetings: The Steering Committee shall meet no fewer than three times per year. The Chair may call special meetings as the business of the Steering Committee requires.

Voting: A quorum of the Steering Committee shall consist of eight of the current members.

ARTICLE V. GRANTS REVIEW COMMITTEE

The responsibilities of the Grants Review Committee include reviewing grant applications and proposals for workshops, conferences, working groups, resident fellowship groups, and other funding calls; dissemination of UCHRI grant calls and thematic priorities to the home campus of the member/representative; communication with UCHRI regarding the research interests, ideas, plans, and specific proposals of home campus faculty as these relate to UCHRI activities; and assistance to the UCHRI Director and project organizers in identifying diverse faculty representing a range of disciplines, perspectives and backgrounds, especially those historically underrepresented in the humanities, for participation in Institute activities.

Membership: The Grants Review Committee shall consist of one member from each of the UC campuses. Appointments will be made by the campus cognizant Dean or equivalent (as per Article IV), with input from the Director. Nominations should reflect the diversity and disciplinary breadth of the faculty of the University of California. Working with the Deans, the Director shall strive, to

the extent possible, to rotate appointments from a particular campus among the various disciplines of the humanities.

Terms of Membership: Members shall hold staggered terms of up to three years. In some cases, appointments of variable length may be allowed to ensure smooth operations of the committee and continuity of disciplinary or campus participation. Terms shall be renewable where the initial appointment was for less than three years. Members of the Grants Review Committee shall be prohibited from submitting proposals for programmatic funding during the tenure of their membership. Vacancies shall be filled through appointment by the cognizant Dean or equivalent of the campus where the vacancy has occurred. The same nomination, selection process and criteria as outlined above shall be used.

Meetings: The Grants Review Committee shall meet at least once a year and be available to advise the Director on an as-needed basis during the year.

ARTICLE VI. AD HOC COMMITTEES

As needed to fulfill programmatic goals, the Director may decide to convene ad hoc committees of UC faculty to review proposals for targeted opportunities, contribute to planning discussions, or otherwise bring needed expertise to UCHRI programming. These ad hoc committee members shall be convened for no more than three consecutive years and may not apply for or receive the sub-grants/awards under consideration.

ARTICLE VII. BOARD OF ADVISORS

The responsibilities of the Board of Advisors include advising the Director of the UCHRI on the national and international contexts and emerging trends of humanities research and higher education; advising the Director on the Institute's extramural development efforts and fundraising plans, including identifying potential opportunities for support; advising the Director on new projects and initiatives; recommending new membership to the Board.

Chair: The Chair of the Board of Advisors shall be a member of the UC faculty and shall be appointed for a single, non-renewable three-year term. The Chair shall be appointed by the Director. The Chair may be appointed from among any member of the UC faculty who is eligible to serve as a member of the Board of Advisors. The Chair need not be a member of the Board at the time of appointment as Chair, but the appointment as Chair shall not result in membership on the Board in excess of eight UC members. If the Chair is selected from an existing Board of Advisors, the total maximum combined term shall not exceed six years.

Membership: The membership of the Board will consist of eight to fourteen persons appointed by the Director. Board composition shall be roughly balanced between UC faculty members and individuals of distinction external to the University of California. UC faculty members on the Board of Advisors may not be members of the UCHRI Steering Committee, nor hold administrative faculty positions as a UC campus humanities center director or equivalent. Members of the Board of Advisors may include individuals of exceptional merit whose professions lie outside of the humanities and higher education. The Director may solicit nominations from the Board of Advisors, from the Steering Committee, or from other members of the humanities community.

Terms of Membership: Members shall hold staggered three-year terms, renewable no more than once.

Replacement of Vacancies: Vacancies on the Board shall be filled through appointment by the Director. The same nomination, selection process and criteria as outlined above shall be followed.

Meetings: The Board shall be convened by the Director and meet a minimum of once per year.

ARTICLE VIII. AMENDMENTS

The bylaws may be altered, amended, or repealed and new bylaws adopted by the Steering Committee by a two-thirds member vote. Bylaws should be written in accordance with campus and university-wide guidelines for research units. Changes impacting the governance structure of the Institute should be made in consultation with the systemwide UC Provost & Executive Vice President of Academic Affairs or designee to ensure alignment with systemwide goals.