

Bylaws of the UW-Madison Institute for Regional and International Studies

3 March 2021

1. Purpose and Effect

The Institute for Regional and International Studies (IRIS) is a permanent university entity operating under the terms and conditions contained herein. These bylaws incorporate past provisions of founding documents and supplemental agreements and new provisions based on recent practice.

This document supersedes any previous provisions and agreements. Upon approval by the current sitting IRIS Governing Council (IRIS GC) of these bylaws, any and all pending and ongoing business, authority, and responsibility of the Institute for Regional and International Studies will be managed by the Executive Committee (see §5.1), with formal entry into force and effect upon signature by the Dean of the International Division (see §4).

2. Title and Mission

The entity shall be called “The Institute for Regional and International Studies of the University of Wisconsin-Madison” (herein referred to as “IRIS”). Its mission is to foster, facilitate, and coordinate the work of member units, including administration, research, teaching, and outreach, with the goal of increasing the efficiency and efficacy of area and international studies on campus. The Institute will further provide consultation and advice to the International Division (ID) and other UW-Madison units on international activities.

3. Membership

3.1 Structure

Any organized program on the UW-Madison campus that offers instruction, conducts research, and/or provides support for area and international studies is eligible to participate in IRIS as described below. Membership shall be organized by regions with one Center serving as the lead unit for each region as follows:

- Africa (African Studies Program)
- Americas (Latin American, Caribbean, and Iberian Studies)
- East Asia (Center for East Asian Studies)
- Eurasia (Center for Russia, East Europe and Central Asia)
- Europe (European Studies)
- Global (Institute for International and Regional Studies-National Resource Center)
- Middle East (Middle East Studies Program)

- South Asia (Center for South Asia)
- Southeast Asia (Center for Southeast Asian Studies)

Regions may be combined, divided, reorganized, and/or created by a two-thirds vote of the IRIS Executive Committee.

All lead units are voting members of the IRIS executive committee (see §5.1).

On passage of these bylaws, the following unit will also be a voting member of IRIS:

- International Studies Major

Other campus units and programs not among the lead units that wish to participate in the Institute may do so by affiliating or aligning with one of the lead units.

3.2 Accession of new voting members

Campus units not currently among those named above may become voting members of IRIS with full rights and responsibilities detailed herein on a two-thirds favorable vote of the Executive Committee of IRIS and approval of the Dean of the International Division.

4. IRIS Direction and Management

There shall be an Executive Committee of IRIS and a Faculty Director of IRIS. The IRIS Faculty Director is a member of the IRIS Executive Committee. In consultation with the Dean, the Executive Committee sets policy and oversees the administration of IRIS, is responsible for the management of funds allocated to IRIS, external representation, coordination of member activities, space use, and such other duties. The IRIS Faculty Director, in consultation with the Executive Committee, reports to the Dean of the International Division and shall prepare and distribute to the Dean an annual plan each September and a year-end report each spring.

5. Governance

5.1 Executive Committee

The Institute for Regional and International Studies Executive Committee will represent the faculty and staff associated with all member centers and programs. The Executive Committee shall recommend the creation of new programs and initiatives, the accession of new member centers or regional reorganizations, the approval of an annual budget to allocate central IRIS funds for collaborative activities; shall take the lead on IRIS-wide salary and compensation exercises, approve funding for visiting scholars, lecturers, and the like; and shall advise the Faculty Director and the Dean on all other matters as appropriate. The IRIS Faculty Director will chair Executive Committee meetings.

The Executive Committee shall be composed of the faculty directors and associate directors of the voting members of IRIS as well as the IRIS Faculty Director. Each voting member will have one vote on the Executive Committee.

When deemed appropriate pursuant to Wisconsin Statutes s. 19.85(1)(c), the Executive Committee may go into closed session. Closed sessions of the Executive Committee will be attended by the IRIS Faculty Director and faculty directors of voting members of IRIS only; decisions made in closed session shall be binding on IRIS and its constituent units.

The Executive Committee will typically meet once or twice every semester (fall & spring) during the academic year at a time and place determined by the IRIS Faculty Director. Additional meetings can be called by the IRIS Faculty Director as needed.

All faculty and staff from IRIS members, as well as programs and units not affiliated with a region, are welcome to attend Executive Committee meetings and may be invited to attend specific meetings by the IRIS Faculty Director and/or Executive Committee.

5.2 Faculty Director

The Faculty Director of IRIS shall be appointed by the Dean on the nomination and election of the Executive Committee. Former directors of voting units are eligible to serve as the IRIS Faculty Director. The IRIS Faculty Director will serve a three-year term that commences at the start of the UW-Madison academic year.

The IRIS Faculty Director, in consultation with the Executive Committee, may appoint staff as needed to assist the Faculty Director with management of the Institute.

The IRIS Faculty Director, in consultation with the Executive Committee, may appoint ad hoc committees as needed, composed of UW-Madison faculty and staff affiliated with any IRIS voting member, to address and explore issues of note or concern to IRIS.

5.3 General Meetings

General meetings of IRIS will be convened monthly throughout the academic year and will be open to the UW-Madison community and public. General meetings will provide a venue for units to report on joint programming, discuss events and initiatives of cross-regional interest and concern, and plan implementation of decisions of the Executive Committee.

6. Center Directors and Governance

IRIS member center (lead unit) directors shall be appointed by the Dean on the nomination and election according to the center's selection procedures as outlined in center governance. The selection of center directors and all matters of program governance that do not directly affect other IRIS members shall be the responsibility of each center, pursuant to the policies and procedures adopted by each unit.

7. Budgets and Funds

IRIS centers shall maintain control of unit-specific resources, according to budgetary policies and contingencies of the university and International Division. IRIS shall have a budget for joint activities and staff. Additionally, individual centers may agree to contribute unit-specific resources for collective efforts. Extramural funds received for collective activities of IRIS shall be administered by the Faculty Director and Executive Committee on behalf the International Division. The Dean may develop rules for allocation of indirect cost recovery on all extramural funding to IRIS and its component programs.

8. Review

IRIS shall be reviewed from time to time pursuant to standard university review policies and procedures for interdisciplinary programs and/or joint cross-divisional programs.