



Institute for Regional and International Studies

INTERNATIONAL DIVISION
UNIVERSITY OF WISCONSIN-MADISON

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

3 March 2021 (Revised 7 February 2024)

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 regional 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 regional 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 an Associate Dean for Regional, International, and Language Studies (RILS) who serves as the chief faculty advisor to the Dean of the International Division on academic, financial, and personnel matters in IRIS and the Division's Language Program Office (LPO). The Associate Dean for RILS is a member of the IRIS Executive Committee and of the Senior Leadership Team in the International Division. In consultation with the Dean and Associate 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 Associate Dean, 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 and budget request no later than August 15 and a year-end report on IRIS activities and budget no later than May 30.

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, and the approval of an annual budget to allocate central IRIS funds for collaborative activities; shall review IRIS-wide salary and performance-based compensation recommendations by the Associate Dean for RILS before they are submitted to the Dean, approve funding for visiting scholars, lecturers, and the like; and shall advise the Associate Dean and Dean on all other matters as appropriate. The Associate Dean will chair Executive Committee meetings and serve as the liaison to the Dean to convey IRIS' concerns, priorities, and needs.

The Executive Committee shall be composed of the faculty directors and associate directors of the voting members of IRIS as well as the Associate Dean for RILS. 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 Associate Dean 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 Associate Dean for RILS. Additional meetings can be called by the Associate Dean 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 Associate Dean and/or Executive Committee.

5.2 Associate Dean for Regional, International, and Language Studies

The Associate Dean for RILS shall be appointed by the Dean upon the recommendation of a search committee comprised of members of the IRIS Executive Committee, the Academic Program Committee (APC) for the International Division, and members of the International Division Leadership Team. The Associate Dean will be a tenured faculty member at the University of Wisconsin-Madison with a record of engagement with IRIS and will serve a three-year term (renewable) on a nine-month academic appointment with a summer appointment to be determined in consultation with the Dean.

The Associate Dean, in consultation with the Executive Committee and the Dean, may appoint staff as needed to assist with management of IRIS.

The Associate Dean, 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.

Collaboration across centers is strongly encouraged, and the Associate Dean for RILS will work with center directors to promote cross-institutional programming.

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. Center leadership will regularly review their budgets with the IRIS Financial Manager and financial specialists, and with the Chief Financial Officer in the International Division. IRIS shall have a budget for joint activities and staff determined by the terms of its grants and the annual budget request to the International Division Dean's Office. 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 Associate Dean for RILS and the IRIS Executive Committee on behalf of 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.