

**COLUMBIA UNIVERSITY
INSTITUTE FOR IDEAS AND IMAGINATION
BY-LAWS**

I.) Mission

1. The purpose of the Institute for Ideas and Imagination is to bring together faculty and scholars from Columbia University with creative artists and scholars from all over the world in order to challenge existing conceptions of how knowledge and ideas are formulated and communicated, to foster the work of brilliant young thinkers and artists, introduce new perspectives into the University and to enrich its ties with non-US institutions of higher learning and the arts.
2. The primary function of the Institute is to provide fellowships and a home each year for a community of residential fellows and to foster their work while in residence. In addition, the Institute may also house short-term visitors.
3. The Institute also sponsors and publicizes lectures, workshops, conferences, performances and other events.

II.) Members

Columbia residential fellows may be drawn from any school or affiliated school of Columbia University and from any discipline or subject provided that the work they propose to carry out at the Institute during the term of the fellowship conforms to the goals of the Institute. Among others, disciplines or subjects would normally include the humanities, social sciences and theoretical dimensions of the natural and medical sciences as well as the creative arts. Non-Columbia residential fellows may be either scholars in the above areas or creative artists (including but not exclusively practitioners of the visual and sound arts, composers and choreographers, film-makers, poets, dramatists and writers of both fiction and non-fiction). Non-Columbia residential fellows may not normally be residents of the United States.

III. Leadership

1. The Institute is run by a **Director** who is appointed (for a five-year term in the first instance) by the President of the University and reports directly to him/her or to whomever he/she designates. The chief responsibilities of the Director include setting the overall intellectual and operational direction of the Institute, fostering partnerships with other units inside and other institutions outside the University, fundraising and liaising with foundations and other supporters to ensure compliance with all reporting obligations, supervising Institute staffing, budgetary and administrative matters and the fellowship selection process, and

liaising closely with the Director of the Columbia Global Center | Paris and other Columbia University administrators to ensure the smooth running of the Institute.

2. The **Associate Director** of the Institute reports directly to the Director. Working closely with the Director, s/he is responsible for all day to day administrative matters including but not confined to overseeing and managing the Institute staff and the schedule of programs; developing and managing the external relations and communications of the Institute; serving as liaison with the Global Center staff; advising residential fellows on practical aspects of life in Paris; preparation of the Institute budget and other financial statements; assistance to the Director on these and other matters as needed.
3. The Director, at his/her discretion, may appoint Columbia University faculty or administrators to supportive administrative positions or other such position(s) as he/she deems necessary for the proper functioning of the Institute, subject to the approval of the President of the University.
4. The Director will appoint a **Selection Committee** of nine faculty annually to select the incoming residential fellowship cohort. The Committee's members will be drawn from the tenured faculty of Columbia University and Barnard College. The Director is an *ex officio* member of the Selection Committee. The Director may, at his/her discretion, directly appoint one non-Columbia residential fellow annually. Any Selection Committee member who has a conflict of interest with a fellowship applicant should recuse him/herself from discussions of the candidate in Committee meetings and any other discussions about the candidate. Examples of conflicts of interest include but are not limited to an applicant being a current or former advisee/mentee (including post-doctoral fellows under their supervision), a spouse/immediate family member or a close collaborator.
5. The grounds upon which Selection Committee members are required to recuse themselves from considering fellowship applications will be regularly reviewed by the Faculty Advisory Board. Members of the Selection Committee may not apply for residential fellowships while serving on the committee.
6. The Director will appoint a **Faculty Advisory Board** of ten members with whom he/she will consult on the direction of the Institute. A majority of the Committee's members will be drawn from the tenured faculty. Others may be senior administrative staff of the University and/or former (non-Columbia) Institute fellows. Members of the Advisory Board will serve for staggered and renewable three-year terms. The Advisory Board will advise as to the Institute's strategic, financial and intellectual direction. Meetings of the Faculty Advisory Board shall be held annually. The Chair of the Faculty Advisory Board, in consultation with the Director, will set the dates and times of meetings of the Board and will chair the meetings. A simple majority of Faculty Advisory Board members must be present to constitute a quorum. Impending vacancies to the

Faculty Advisory Board will be filled by nominations made by the Director and approved by the continuing Advisory Board members. Members of the Faculty Advisory Board may not apply for residential fellowships during their terms on the Advisory Board.

7. A **Steering Committee** comprising the chair of the Faculty Advisory Board, the Associate Director of the Institute, and a figure knowledgeable about the Institute, approved by the Chair of the Faculty Advisory Board, and approved by the other three members of the Steering Committee for a three-year term, will advise the Director on ongoing operational and administrative matters. The Director, in consultation with the members of the Steering Committee, will set the dates and times of meetings of the Committee and will chair the meetings.

8. Amendments

Amendments to these bylaws may be suggested by any member of the Faculty Advisory Committee and/or by the Director and must be approved by a two-thirds majority of Advisory Committee members present at the meeting and by the President.