

Illinois Center for Advanced Studies of the Universe: Bylaws

(In the following text, Center and iCASU refers to the Illinois Center for Advanced Studies of the Universe)

ARTICLE I — NAME

This new Center shall be called the Illinois Center for Advanced Studies of the Universe (iCASU).

ARTICLE II — OBJECTIVE

The objective of the iCASU is to serve as an interdisciplinary arena for research, education, and outreach on scientific topics related to problems in fundamental physics, which connect the fields of cosmology, gravity, high energy, and nuclear physics. All fields are inspired by the big questions: “What is the universe made of at the most fundamental level?”, “What are the principles, symmetries, and forces that govern the interactions of the fundamental particles and fields?”, and “How does the universe work at all scales of energy, curvature, and size?”. These questions are explored in nuclear physics through the study of all forms of nuclear matter, in high energy physics through studies of particle interactions at all energy scales, and in astrophysics through cosmological and gravitational studies. While the theoretical and experimental tools developed in each field are generally tailored to the specific problems studied, there are many intersections and connections between these fields. The iCASU will be focused on such intersections to enable interdisciplinary research within these fields, and drawing in other auxiliary expertise from other units on campus, with the goal of obtaining a deeper understanding of our universe.

ARTICLE III — ENABLING CONSTITUTIONAL PROVISION

The Constitution and Bylaws of the Physics Department of the University of Illinois at Urbana-Champaign (UIUC), and its associated Policies and Procedures, as said Bylaws and Policies and Procedures may be subsequently revised or amended, are hereby incorporated in these Bylaws by reference.

ARTICLE IV — MEMBERSHIP

1. **Regular Members.** Regular members of the iCASU shall consist of members of a department, center or institute associated with UIUC who have indicated their desire to join the iCASU, in accordance with iCASU procedures established.
2. **External Members.** External members of the iCASU shall consist of scientists not directly employed by UIUC, who have been nominated to join the Center by iCASU faculty members, in accordance with iCASU procedures established.

ARTICLE V — ORGANIZATIONAL CHART

3. **Governance.** The iCASU shall be governed by an Executive Committee, who shall have general charge of the affairs of the Center.
4. **Executive Committee.** The Executive Committee shall consist of the Director of the Center, the Associate Director of the Center, 4 additional faculty members at UIUC, and 1 additional member at large to represent external units, all with equal voting rights. If the role of Associate Director is taken by a specialized faculty member, then she/he will serve in an ex-officio, non-voting role and the position will be titled Executive Director. The Executive Committee must represent all of the different focus areas of the Center (gravity, cosmology, nuclear physics, and high energy physics) in as balanced a manner as possible.
5. **Executive Committee Meetings.** The Executive Committee shall meet at least once each year. A majority of the voting members shall constitute a quorum.
6. **External Advisory Board.** An External Advisory Board, composed of distinguished research scientists invited from the international community, will advise the iCASU.

ARTICLE VI — DUTIES

1. **Duties of the Director.** The Director will be responsible for the operation, finances, and promotion of activities and accomplishments of the iCASU. She/he will also consult with the Head of the Department of Physics regarding the selection of members of the Executive Committee. She/he will preside at all meetings associated with the iCASU, unless unavailable, in which case a member of the Executive Committee will preside. She/he will maintain a list of policies and procedures governing the selection of postdocs, students and other members.
2. **Duties of the Associate/Executive Director.** The Associate/Executive Director will work with the Director, aiding in the activities for which the Director is responsible. The Associate/Executive Director will also be in charge of identifying and pursuing external funding opportunities and informing the Director and the members of the Executive Committee.
3. **Duties of the Executive Committee.** The selection of iCASU postdoctoral fellows, iCASU student scholars, and iCASU distinguished visitors, as well as the themes for workshops and programs will be made by the Executive Committee. These fellows, scholars, visitors, and the themes of workshops and other events will all be narrowly chosen to address fundamental questions in the physics of the universe, per the objectives of the iCASU, to enhance interdisciplinarity.
4. **Duties of the External Advisory Board.** Once every 3-5 years, the external advisory board will convene an external review board to carry out an evaluation of the iCASU and to recommend areas for expansion. The Director of the iCASU, in consultation with the Executive Committee, will then study these recommendations and propose areas of expansion.

ARTICLE VII — ELECTION AND TENURE OF EXECUTIVE COMMITTEE MEMBERS

1. **Qualifications.** Members of the Executive Committee must be members of a Department, Center or Center at the UIUC, at least during the year of their nomination and during their tenure in office, with the possible exception of the member at large.
2. **Appointment of Director and Associate/Executive Director.** The Head of the Department of Physics, in consultation with the Deans of the College of Engineering and the Dean of the

College of Liberal Arts and Sciences, will nominate the Director and Associate/Executive Director of the iCASU.

3. **Appointment of Other Executive Committee Members.** Other members of the executive committee will be nominated by the Director of the Center (per the conditions in V.2), and appointed by the Head of the Department of Physics.
4. **Appointment of the External Advisory Board.** The Executive Committee will nominate members to the External Advisory Board, which will then be approved by the Head of the Department of Physics.
5. **Terms of Office for the Director.** The Director shall serve in that office for five years, with no limit for re-appointments if so chosen by the Head of the Department of Physics, the Deans of the College of Engineering and Liberal Arts and Sciences, upon agreement by the chosen faculty member.
6. **Terms of Office for the Associate/Executive Director.** The Associate/Executive Director shall serve in that office for three years, with no limit for re-appointments if so chosen by the Director, upon agreement by the chosen candidate.
7. **Terms of Office for other members of the Executive Committee.** Other members of the Executive Committee shall serve in this committee for two years, with the possibility for re-appointment if so chosen by the Head of the Department of Physics and the Director of the Center, upon agreement by the faculty members.
8. **Vacancies in Offices.** If a vacancy occurs in the office of Director, the Head of the Department of Physics will choose a member of the Executive Committee to succeed and complete the term, until a new Director can be chosen by the Head of the Department (Article VII.2).

ARTICLE VIII — SUB-COMMITTEES

The Executive Committee, in consultation with the Head of the Department of Physics, shall have the power to create new sub-committees aimed at facilitating and organizing activities directly related to the Center.

ARTICLE IX — MEETINGS

1. **Executive Committee Meeting.** The Executive Committee shall meet at least once per semester to plan, organize and facilitate the activities of the Center.
2. **External Advisory Board Review Meeting.** The External Advisory board will review the Center no more than once every 3 years and at least once every 5 years.
3. **Other Meetings.** The Executive Committee (or the sub-committees it generates) will organize conferences, workshops or summer schools to enhance research activity and synergy with other Center s and research groups at UIUC.

ARTICLE X — DUES AND ICR

No dues will be charged to members of the Center. The ICR collected by UIUC from the grants secured by all members of the Center will be partially returned to the Center to fund the activities organized by the Executive Committee.

ARTICLE XI — WEBSITE AND SOCIAL MEDIA

The website of the Center shall be managed by a webmaster, who will be an Administrative Assistant employed at the UIUC, and possibly based in the Department of Physics. The webmaster shall be appointed by the Director of the Center, in consultation with the Head of the Department of Physics. The website shall be updated with news and events of concern related to the Center, including research accomplishments, outreach activities, awards, and information about workshops, conferences and summer schools organized. This same webmaster, if deemed appropriate by the Director, shall also manage social media for the Center in accordance with UIUC policy.

ARTICLE XII — OFFICIAL ANNOUNCEMENTS

Official announcements shall be made electronically on the Center website, or via email to members of the Center.

ARTICLE XIII — PROCEDURE OF AMENDMENT OF BYLAWS

Proposal of an Amendment to these Bylaws may be made by the Executive Committee, or by a petition to the Director signed by not fewer than ten percent of the members of the iCASU. However initiated, revisions or amendments must be reviewed by the Executive Committee and approved by the Director and the Head of the Department of Physics. Following approval, the Executive Committee shall distribute copies of the approved Amendment to all members of the Center.