

The Benson Center for the Study of Western Civilization University of Colorado Boulder

Bylaws

Approved by the Center's Executive Committee Oct. 5, 2017
First revision Aug. 28, 2019
Second revision Nov. 4, 2020
Third revision April 27, 2022

Article I. Name and Mission

Section 1. The name of the organization is the Bruce D. Benson Center for the Study of Western Civilization (henceforth "the Benson Center").

Section 2. The Center's mission is to broaden the sphere of conversation at the University of Colorado, exposing students and the larger community to the full range of rigorous intellectual discourse that takes place in today's world. The Center takes as its starting-point the meanings of the Western intellectual tradition, and seeks to showcase respectful, intelligent debate over the issues that matter most to our society.

The Center seeks speakers and events that explore the Western intellectual tradition in its complexities and connect that tradition with the political and cultural issues that are the subject of debate today. The Center fosters open dialogue rather than acrimonious debate and serves as a home for thoughtful reflection rather than partisan rhetoric. The Center seeks out viewpoints based on the standards and principles of academic inquiry/research that reflect the wide range of opinions across society—from conservative and liberal to radical and all points in between – provided that speakers respect the fundamental rights and equality of all human beings, values that are enshrined in the University's Colorado Creed as well as in the founding of this nation, and that the Center passionately upholds.

Article II. Organization

Section 1. The Center is recognized as a center within the College of Arts and Sciences. ("Parent Unit"). The Center reports directly to the Dean of the College of Arts and Sciences.

Section 2. The work of the Center is overseen by the Center's Director. The Director is responsible for the operation, management, and administration of the Center and its activities. The Center may also have an Associate Faculty Director who will organize and administer some of its scholarly activities and an Associate Director who advises the Director and assists the Director in carrying out the Center's mission.

Section 3. The Center shall have an internal faculty advisory board, known as the Executive Committee, whose members serve as advisors to the Center's Director on all matters concerning the Center.

Section 4. The Center shall have an external advisory board, known as the Board of Advisors, whose members provide advice and assistance with respect to the Center's role and mission. Board of Advisors members serve only in an advisory capacity and have no control over financial or personnel decisions of the Center.

Section 5. The Center shall have an advisory committee, known as the Visiting Scholar in Conservative Thought and Policy (VSCTP) Search Committee, whose members provide advice and assistance with respect to the selection of the Visiting Scholar in Conservative Thought and Policy.

Article III. The Director

Section 1. All decisions regarding programs, initiatives, budgeting, fund-raising, and other Center-related matters are the responsibility of the Director with input from the Board of Advisors and the Executive Committee. The Director reports directly to the Dean of the College of Arts and Sciences, or to his/her designee.

Section 2. The Director shall be appointed by the Chancellor, in consultation with the Provost, the Dean of the College of Arts & Sciences, the President of the University, the Executive Committee and the Board of Advisors. A committee, including a member of the Advisory Board, will advise on that appointment from among a group of identified finalists. The Director may be removed from this position at any time by order of the Chancellor, in consultation with these same entities.

Section 3. The Director must be a member of the CU Boulder faculty.

Section 4. The Director may be appointed to a term of service of no more than four years. Appointments as Director are renewable. If the Director goes on leave during the period of his or her appointment, an Interim Director may be appointed to a term of no more than one year following the same process as the Director appointment in Article III, Section 2 above.

Section 5. The Director will meet at least annually with the Executive Committee and with the Board of Advisors.

Section 6. The Director will prepare an annual report after the close of each fiscal year. The report will summarize the Center's activities for the current academic year, outline plans for the following academic year, and include information about the budget for both years. The report will be made available to all members of the Executive Committee, the Board of Advisors, the Dean of the College of Arts and Sciences, and donors.

Article IV. The Executive Committee

Section 1. The Executive Committee shall consist of no fewer than eight and no more than ten members. Members of the committee shall include the Center Director and a current Visiting Scholar for Conservative Thought and Policy. The remaining members must be CU Boulder faculty.

Section 2. The Director shall serve as Chair of the Executive Committee. The Executive

Committee shall meet at least annually. Additional meetings may be called as needed by the Director or at the request of at least two-fifths of the members of the Executive Committee. Reasons for the meeting shall be stated in advance. A quorum for conducting any business shall consist of one-half of the total members of the Executive Committee.

Section 3. Members of the Executive Committee shall represent a wide range of philosophical and political views. Executive Committee members shall be appointed by the Director, in consultation with the Dean of the College of Arts and Sciences and with current and former Executive Committee members. Executive Committee members serve three-year terms. Appointments to the Executive Committee are renewable.

Section 4. The Executive Committee will advise the Center's Director, promoting the interests, and advancing the projects and programs of the Center in pursuit of its mission. Examples of Executive Committee's activity include suggesting programs and activities for the Center, reviewing and providing comments on proposals brought to the Executive Committee by the Director, helping to publicize Center events, and serving as a conduit between the Center and the rest of the University.

Section 5. In the event that one or more members of the Executive Committee wishes to raise a grievance against the Director, the Executive Committee may meet as a whole, without the Director, to consider the merits of the complaint. Any resolution passed by this grievance committee must be conveyed both to the Director and to the dean of the college. The Executive Committee will follow all University policies and procedures for reporting complaints and grievances, including but not limited to, the university Discrimination and Harassment Policy, University fiscal policy, and the Professional Rights and Responsibilities of Faculty Members and Roles and Professional Responsibilities of Academic Leaders (PRR).

Section 6. The Executive Committee may establish standing and *ad hoc* committees to help it assist the Center in carrying out its mission. *Robert's Rules of Order* governs the conduct of its meetings.

Article V. The Board of Advisors

Section 1. The Board of Advisors shall consist of no fewer than ten and no more than twelve members. It shall seek out representatives from the worlds of law, business, politics, philanthropy, the arts, sciences, and the academy, and shall represent a wide range of philosophical and political views. One or more former Visiting Scholars in Conservative Thought and Policy shall be included on the Board.

Section 2. The Board of Advisors shall be responsible for maintaining the Center's role and mission as described in its founding document. The Board will provide guidance to the Center in the area of programming, and contribute to the advancement of the Center through its knowledge, experience, leadership, and assistance in raising funds. The Board of Advisors has no legal, personnel selection, or fiduciary responsibility for the Center.

Section 3. Board members will be appointed by the Chancellor in consultation with the Provost, the Dean of the College of Arts & Sciences, the President of the University, and current and former Board members. Board members shall be appointed to three-year terms.

Appointments to the Board are renewable.

Section 4. The Chair of the Board of Advisors shall be selected by the Board, in consultation with the Chancellor and President of the University.

Section 5. The Board of Advisors shall meet at least one time each year. Additional meetings may be called as needed by the Chair of the Board. Reasons for the meeting shall be stated in advance. A quorum for conducting any business shall consist of one-half of the total members of the Board.

Section 6. The Board may establish standing and *ad hoc* committees to help it assist the Center in carrying out its mission. *Robert's Rules of Order* governs the conduct of its meetings.

Article VI. The Visiting Scholars Search Committee

Section 1. The Benson Center is home to the University of Colorado's Visiting Scholar in Conservative Thought and Policy (VSCTP) program. The Visiting Scholar in Conservative Thought and Policy is considered a Visiting Professor position as outlined in Administrative Policy Statement 5060, Appendix A (D)(3).

Section 2. The VSCTP Search Committee (henceforth "Search Committee") shall consist of no more than ten members with five serving as voting CU Boulder faculty members and five serving as non-voting external members. The Search Committee is chaired by the Benson Center Director.

Section 3. The Benson Center Director serves as one of five voting CU Boulder faculty members on the Search Committee. At least four of the five faculty members must either be tenured or tenure-track or have senior instructional rank. These faculty members must have an interest in the principles underlying conservative political and social thought and policy, and they shall be drawn from relevant departments such as, but not limited to, Political Science, Economics, Philosophy, History, and Classics. [College of Arts and Sciences policy](#) requires that only the faculty members of search committees for faculty positions have voting privileges. With the advice of the Director, the Dean of the College shall appoint faculty Search Committee members to three-year terms. Appointments to the Search Committee are renewable.

Section 4. The Search Committee shall include five external members drawn from the donor, political, business, and civically engaged communities. Major donors to the program will also be consulted with regard to potential external members. External members will be involved because their expertise, experiences and backgrounds add to the process of evaluating qualifications of candidates and committee operations.

External members will endorse a Visiting Scholar candidate and convey that endorsement to the Director, Dean, Provost, and Chancellor on the selection of the finalist. It is understood that the candidate endorsed by the external, non-voting members may or may not be different from the recommendation of the voting faculty of the Search Committee. With the advice of the Director, the Dean of the College shall appoint the external Search Committee

members to three-year terms. Appointments to the Search Committee are renewable. External search committee members understand their role is advisory and the Visiting Scholar candidate they endorse may not be the candidate selected.

Section 5. Search Committee recommendations shall follow a nationally advertised call for nominations. The successful candidate shall be a recognized leader and/or scholar of the concepts of conservative thought and policy. A majority vote of the Search Committee's faculty members shall be necessary to forward the appointment to the Dean, Provost, and Chancellor. The Chancellor and Provost provide feedback for final selection by the Dean and Center Director.

Section 6. The 10-person Search Committee, in conjunction with Human Resources, shall follow the process outlined below that includes, but is not limited to, the following:

- Coordination, recruitment, and recommendation from voting members and endorsement from non-voting members.
- Establishment of dates, timetables, and deadlines.
- Establishment of the process to attract candidates (recruit, advertise, nominations, etc.).
- Establishment of the process for application review.
- Determination of advising those who have not been selected to advance in the process.
- Notification of applicants to the Search Committee by the Director.
- Establishment of the process for Search Committee members to review applications.
- Selection of candidates proposed to be considered by the Search Committee by the Director and Associate Faculty Director (typically 3 to 5).
- Discussion of candidates
- Reference check.
- Determination by the Search Committee of candidates to be invited for a campus visit. (Number invited shall not be limited by the members.)
- Establishment of the interview process for:
 - Search Committee.
 - Dean, Chancellor, and Department head(s).
- Open lecture for the students, faculty, and the public in general through forums presented by the Benson Center.
- Poll of voting faculty members for their recommendation to the Dean, Provost, and Chancellor by the Director.
- Poll of non-voting members for their endorsement to the Director, Dean, the Provost and Chancellor.
- Notification of the voting and non-voting members of the polling results by the Director.

The Dean, as the appointing authority, will make the final selection of the CTP Visiting Scholar, in consultation with the Chancellor and President. If funding is available in any given year, two or more Visiting Scholars may be selected.

Section 7. The initial appointment of the VSCTP shall be for one year (or the

equivalent). If recommended by the Search Committee, the Dean at her or his discretion may consider the appointment for renewal for up to a second year. The total period of appointment shall not exceed two academic years, or the equivalent of four academic semesters in cases where the residency of the VSCTP is not continuous. If a Visiting Scholar wishes to be considered after two academic years or the equivalent of four academic semesters, that person must reapply.

Article VII. Amendment of the Bylaws

These bylaws incorporate, amend, and update previous versions of the Center's bylaws rendering all previous governing documents invalid, including but not limited to; the 2017 revised Memorandum of Understanding concerning the Center's Visiting Chair in Conservative Thought and Policy, the May 2015 CWCTP Memoranda (revised on Sept. 1, 2015), the Visiting Scholar in Conservative Thought and Policy bylaws, and relevant sections of related memoranda. These bylaws may be amended at any time with the approval of a two-thirds majority of those present or represented by proxy at a meeting of the Executive Committee, provided that members receive at least seven days written notice of any proposed amendments. Future amendments of the bylaws should undergo a review by the Research and Innovation Office and may be accompanied by an assessment from University Counsel describing any potential legal liabilities.

Article VIII. Discontinuance

The period of the Center's existence begins on the date of its approval as a center in accordance with University procedures. The discontinuance of the Center will be governed by the Centers Establishment and Reauthorization Process and Procedures at the University of Colorado Boulder.