**Humanities Center Bylaws**

Revision Approved Unanimously by the Humanities Center Steering Committee

April 2021

The Humanities Center (HC) fosters advanced research in the humanities, both by Pitt faculty and by leading scholars from around the world. It cultivates interdisciplinary and collaborative study, programming, and teaching.

The HC does not have faculty appointments or official members, though it does host faculty and graduate student fellows. Traditionally, the Center has been staffed by a Director and an Associate Director (or by two Co-Directors), together with a Program Coordinator and a Steering Committee (SC).

Optimally, the SC is composed of five full-time faculty members selected from the departments within the Dietrich School of Arts and Sciences (DSAS) plus the Director and Associate Director or Co-Directors. Nomination of new SC members is made by the Director or Co-Directors in consultation with the existing. The HC endeavors to have representation on the SC from the communities eligible for the Center's programs. Approved nominees are then invited to join the SC by the Director or Co-Directors. Faculty colleagues who accept the invitation to join the SC agree to serve for three years. At the completion of that term, colleagues cycle off the Committee. They become eligible to serve on the SC again only after a break of three years. Graduate students serve for one year only. The Director and Associate Director or the Co-Directors serve on the SC for the duration of their appointments to those offices.  If a SC member has to leave the committee before completing a three-year term, they become eligible to serve again once the period of their prior service has elapsed (i.e., after one year if they served one year; after two if they served two).

The Director or Co-Directors of the HC shall be appointed by the Dean of DSAS, after consultation with the Center’s SC. The Director or Co-Directors are appointed for a five-year term. They may serve for a second five-year term but not more. On the basis of a self-assessment report they submit to the Dean's office reflecting on past and future goals, co-directors (or directors) are assessed after their initial five-year term by the Dean's office for a possible renewal of one additional term of five years. After any second term, the existing leadership would be term-limited, and a new director or pair of co-directors would be sought. If there is an Associate Director, that person will be appointed for a term of three years. That person will be nominated by the Director in consultation with the SC with final approval coming from the Dean of DSAS. An Associate Director is limited to serving no more than ten years. A new incoming Director may replace an incumbent Associate Director (in consultation with the SC with final approval coming from the Dean of DSAS) or retain that incumbent (if they are not term-limited). If it is in the interest of the Center, a term-limited Director, Co-Director, or Associate Director may be appointed for one year at a time as an Interim in consultation with the SC with final approval coming from the Dean of DSAS.

The Director or Co-Directors oversee the Center’s operations and take responsibility for setting the SC's agenda and organizing its activities. Each year, the Director or Co-Directors brief the SC on three budgets: the previous Fiscal Year (FY), the current FY, and the next FY. Specifically, the SC is briefed on the total operating budget and on the allocation of funds. The Director or Co-Directors project an expected budget for the following FY and propose to the SC a suite of programs together with the selection processes to be used. The SC consults on and approves the proposed suite of programs and selection processes. In programs involving competitive selection, the SC reviews applications and makes selections.

These Bylaws may be amended, subject to approval by the SC and confirmation from DSAS.