

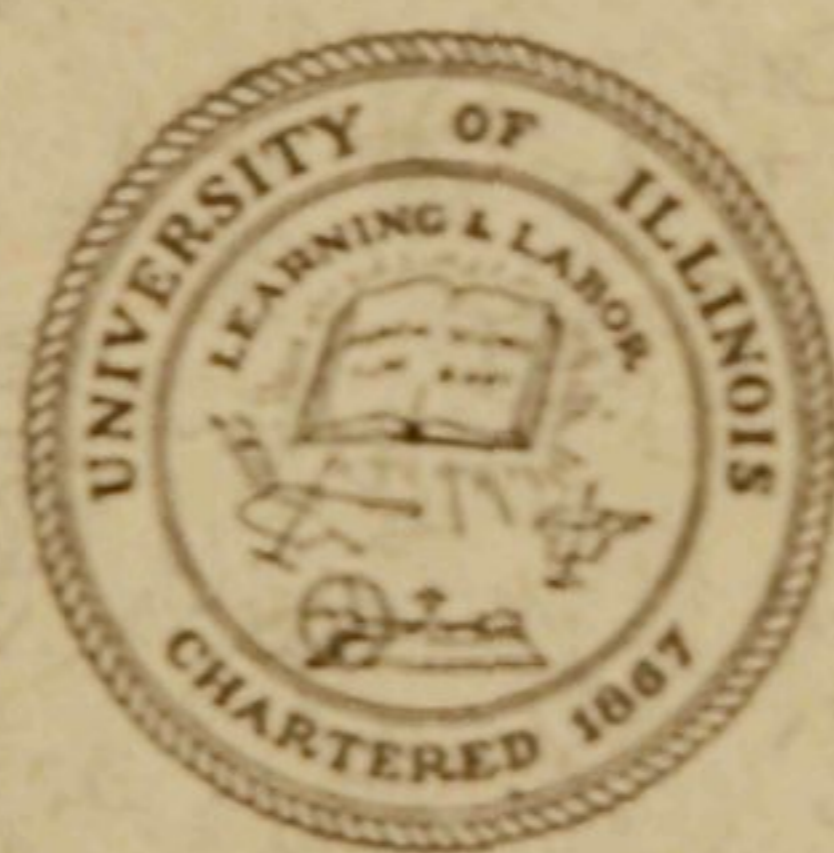
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UNIVERSITY OF ILLINOIS

BY - LAWS

of the

BOARD OF TRUSTEES



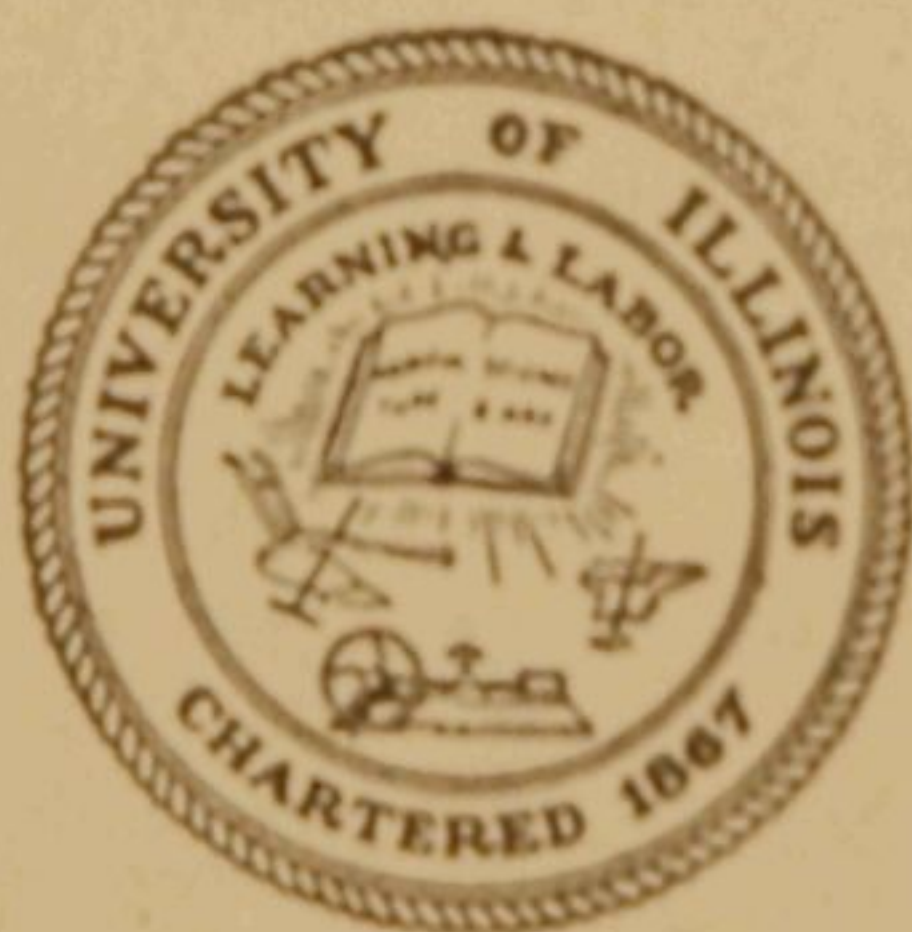
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ARTICLE I. MEETINGS

SECTION 1. The Board of Trustees shall hold an annual meeting on the second Tuesday of March, unless the date of such meeting be changed by the Board. The Board shall hold other regular meetings on the second Wednesday of each month except March; the date of any meeting may be changed by vote of the Board or by order of the President thereof; any monthly meeting may be omitted by vote of the Board or by order of the President thereof, in case it appears that the amount and nature of the business to be presented is not sufficient to justify a meeting.

SEC. 2. Special meetings may be called, whenever deemed necessary, by the President or any three members of the Board, by

giving five days' notice thereof by mail to each member of the Board. In such notice, the object and general character of the special business to be transacted at such meeting shall be stated.

SEC. 3. All meetings of the Board shall be held at the University at Urbana unless otherwise ordered by vote of the Board or by the President thereof. The members of the Board shall be notified by mail not later than five days previous to any meeting.

SEC. 4. A majority of all the members constituting the Board shall be a quorum to transact business; provided, that a smaller number may meet and adjourn to some other time or until a quorum is obtained.

ARTICLE II. ORDER OF BUSINESS

SECTION 1. At all regular meetings and at special meetings, so far as it may be applicable, the following order of business shall be observed, unless suspended or modified by a majority vote of the Board.

1. Roll call.

2. Reading and approval of the minutes of previous meetings. Provided that if a printed copy thereof has been furnished

each member before the beginning of the session, the reading may, on motion, be dispensed with.

3. Election of officers.
4. Unfinished business.
5. Reports and recommendations of the President of the University.
6. Reports and recommendations of the President of the Board.
7. Reports of committees.
8. Reports of officers.
9. Communications and petitions.
10. New business.

ARTICLE III. RULES OF ORDER

SECTION 1. Cushing's Manual of parliamentary practice shall govern the consideration of all business and debate, so far as it may be applicable to this body.

SEC. 2. All motions, resolutions, or other propositions shall be reduced to writing before being voted on (except usual short parliamentary motions).

SEC. 3. No second shall be required to any motion.

SEC. 4. A record vote of the Board shall be had on all propositions for the appro-

priation of the funds of the University or to create any liability, or on the sale, purchase, or leasing of real estate, and on any contract for the construction of buildings or any amendment or revision of the Statutes of the University or By-Laws of the Board, and on the demand of any member of the Board made before the announcement of a vote otherwise taken.

SEC. 5. If any member of the Board shall feel that the presence of non-members in some manner impedes or obstructs the duties to be performed by the Board, he may ask for an executive session and the President of the Board shall thereupon order the room cleared of all such non-members. The Board shall remain in executive session until the member who has asked it has had full opportunity to express himself on the question at issue and until the Board by majority vote decides to resume open meeting.

ARTICLE IV. COMMITTEES OF THE BOARD

SECTION 1. At the annual meeting in March of each year, the Board shall elect two members of an "Executive Committee,"

consisting of three members, the President of the Board to be Chairman *ex-officio*, which members shall hold office for one year, or until their successors have been elected.

SEC. 2. Said Committee shall meet whenever the chairman, or two members thereof, shall find it necessary for the transaction of any business which is urgent and can not be postponed to a regular meeting of the Board.

SEC. 3. Said Committee shall possess all the powers of the Board when in session, provided that it shall not overrule, revise, or change the previous acts of the Board, or take from regular or special committees any business referred to them by the Board.

It shall not have power to lease, sell, or purchase real estate unless previously authorized by the Board in session or a majority of the members individually in writing.

SEC. 4. The Executive Committee shall make a record in writing of all its transactions and submit it to the Board at its next regular meeting, signed by all the members

agreeing thereto. Such record shall thereupon be incorporated in the minutes of the Board as an integral part thereof.

SEC. 5. The regular committees of the Board shall be appointed by the President of the Board, and a list thereof inserted in the minutes of the annual meeting.

SEC. 6. The following shall constitute the regular or standing committees of the Board and the members thereof shall hold office for one year or until their successors are appointed:

Five Board members—

Buildings and Grounds

Three Board members each—

Agriculture

Alumni

Athletic Activities

Chicago Departments

Finance

General Policy

Nonacademic Personnel

Patents

Student Welfare and Activities

SEC. 7. Committees shall consider all matters referred to them as soon as may be

and carry out the orders of the Board in so far as they are empowered by the Board specifically to do so, and shall report their recommendations or action in writing as soon thereafter as may be.

SEC. 8. The first named member of each committee shall act as chairman, call meetings thereof and direct its proceedings, but shall not otherwise have greater power or authority than any other member.

The chairman shall submit all reports of his committee in writing, signed by all members agreeing thereto. A minority may submit their dissenting report in like manner.

SEC. 9. Special committees may be created to take charge of subjects specifically referred to them. Such committees shall be appointed in the manner, and shall consist of members, as may be ordered by the Board at the time of their appointment, and shall cease to exist when discharged by the Board from the consideration thereof. Their conduct of business shall be in accordance with the provisions of Section 8 of this Article.

ARTICLE V. OFFICERS AND APPOINTEES
OF THE BOARD—TERMS

SECTION 1. The officers of the Board shall consist of a President, Recording Secretary, and Comptroller, who shall be elected for a term of one year, and a Treasurer who shall be elected for a term of two years.

They shall be elected at the annual meeting of the Board and shall hold office until their successors are elected and qualified. All vacancies for any cause shall be filled by vote of the Board of Trustees in organized meeting.

SEC. 2. The President of the University shall be elected to hold his office on indefinite tenure, at the pleasure of the Board.

SEC. 3. The Board may at any time appoint such Deans, Professors, Assistants, or Instructors, and such other subordinate officers or employees as it may deem necessary for the proper management of the University.

Such appointments and positions shall be held during the pleasure of the Board, un-

less the term thereof shall be specifically fixed at the time of their appointment.

ARTICLE VI. DUTIES OF OFFICERS OR
APPOINTEES

SECTION 1. President of Board—It shall be the duty of the President of the Board to preside at all its meetings, to sign warrants for all accounts when properly audited and allowed, and to submit such recommendations and information as he may consider proper, concerning the business and interest of the University.

SEC. 2. Recording Secretary—The Recording Secretary shall keep the records of the proceedings of the Board and the books and papers pertaining to his office. They shall be open for inspection by any member of the Board or officer of the University. He shall be *ex-officio* Clerk of the Executive Committee of the Board and keep its record. He shall countersign all warrants on the Treasurer and shall insert in each warrant, the particular appropriation or fund as authorized by the Board or the Executive Committee thereof. He shall

notify the President of the University of all votes, orders, or resolutions of the Board relating to the management and control of the University.

SEC. 3. The Secretary shall keep a Journal (Minutes) of the proceedings of the Board, which shall contain summary statements of all matters presented by the President of the Board, the President of the University, the Recording Secretary, Comptroller, or other officer, or communications of any character to the Board on which action is taken, with identification reference by title or number to all papers or other exhibits in connection therewith. Such communications shall not be spread on the Journal at large unless ordered by a vote of the Board. Provided that all regular financial or business statements, recommendations, or reports, or lists of appointments submitted, shall be entered in complete form therein.

SEC. 4. Treasurer—The Treasurer shall be the custodian of all the funds and securities belonging to the University. He shall give bond for the faithful performance of his duties and the proper accounting and

delivery thereof, whenever required and with such security as may be approved by the Board.

Such bond shall be in such amount as the Board may require from time to time, but not for less than five hundred thousand dollars.

He shall not have authority to invest any permanent funds or convert any securities in his hands, except as directed by the Board.

He shall pay out of any funds, such sums only as shall be represented by warrants signed by the President of the Board and countersigned by the Recording Secretary of the Board.

He shall make a detailed report to the Board of all securities held by him and of all receipts and disbursements annually, or oftener when required, beginning with the balances shown in last report.

SEC. 5. President of the University—The President of the University shall be the official adviser and executive agent of the Board. He shall be *ex-officio* a member of all committees. He shall attend all meetings

of the Board of Trustees. He shall make such recommendations to the Board of Trustees from time to time as may seem to him wise, touching any phase of University policy or administration. He shall make all nominations for appointments to positions under the Board of Trustees, and in case nominations are not approved, he shall make others.

All communications from any instructor, officer, or other employee of the University, addressed to the Board of Trustees of the University or to any committee thereof, shall be transmitted through the President of the University.

All rules, regulations, directions, orders, or instructions of the Board of Trustees, or of any Committee or member thereof, addressed to any instructor, officer, or other employee of the Board shall be transmitted through the President of the University.

He shall perform such other duties as may be provided by the Statutes of the University.

SEC. 6. Comptroller; Purchasing Agent; Bursar — The duties of the Comptroller,

Purchasing Agent, and Bursar shall be such as may be defined in the Statutes of the University.

SEC. 7. Deans; Professors; Instructors—
The duties of the Deans, Professors, and Instructors shall be such as may be defined in the Statutes of the University.

ARTICLE VII. SALARIES OF OFFICERS,
PROFESSORS, OR EMPLOYEES

SECTION I. The salary of every Officer, Professor, Instructor, or other employee of the University, shall be fixed at or before the time of their appointment and warrants drawn in payment thereof, monthly, on the Treasurer, as provided by law.

Provided that alterations may be made by the Board with regard to such salaries, as the conditions and performance of services may require, and the appropriated funds justify.

ARTICLE VIII. AMENDMENTS; REPEAL

SECTION I. All By-Laws of the Board of Trustees and all resolutions or orders heretofore passed, inconsistent with the provisions of these By-Laws, are hereby repealed.

SEC. 2. These By-Laws may be amended or repealed at any regular meeting of the Board by a majority vote of record of all the members of the Board constituting it by law, provided that copies of such amendments shall be submitted in writing and furnished each member at the beginning of such meeting.

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