

## **The Middle East Studies Program Bylaws**

The Middle East Studies Program (MESP) fosters new knowledge and understanding of the Middle East in all its variety through teaching, research, and outreach.

### **I. MESP Membership**

1. Membership as “**core faculty**” is open to all current faculty and academic staff of the University of Wisconsin-Madison who engage in research about the Middle East or regularly teach a course with significant Middle East content (25% or more). In addition, core members of the MESP have voting rights and participate actively in the curricular responsibilities, governance, and life of the Program.

2. Membership as “**affiliates**” is open to all current faculty and academic staff of the University of Wisconsin-Madison who do not meet the criteria for membership as “core faculty”, but wish to maintain a link with the MESP without governance responsibilities. Affiliates may also be invited to serve on the MESP committees and are welcome to attend its meetings.

Tenure track and tenured faculty and academic staff with continuing appointments may become core members or affiliates of the MESP by requesting such membership or affiliation in communication with the Director of the MESP. New members and affiliates are admitted by decision of the Steering Committee.

All core, affiliated and other interested members of the University community will be part of the MESP mailing list and will receive announcements about events related to the ME.

In the event that the faculty or continuing academic staff member wants to dissolve either core membership or affiliation with the MESP, they inform the Director. Appointments follow the guidelines of FPP on governance of and affiliation with “department like bodies.” After an initial period of three years, and every three years thereafter, MESP will convene a special meeting of its members to review the membership or affiliation of current members based on the faculty member's research, curricular, and service contributions to the MESP.

### **II. MESP Director**

The Director is responsible for the day-to-day operations of the MESP. The Director is a tenured faculty member who is a member of the MESP. S/he is elected for a three-year term as Director by the voting members of MESP from among individuals nominated by the Steering Committee. The term of the Director is renewed annually by ballot of the voting members.

### **III. MESP Steering Committee**

MESP's Steering Committee advises the Director on the activities of the MESP. The Steering Committee meets regularly (at least two times each academic year). The Steering Committee consists *ex officio* of the Director, as well as four additional members of the MESP who are elected to the Steering Committee by the voting members. The Steering committee term is for three years. All voting members vote to elect the new Steering Committee from among those nominees or write in other names to the ballot. Elections to the Steering Committee are held

every three years in March. Members of the Steering Committee are expected to participate actively in the various dimensions of the MESP operations.

#### **IV. Faculty Committees.**

The Director appoints faculty committees drawn from the core members to oversee various dimensions of the MESP's activities (such as budget, curriculum, and events). Chairs and members of these committees are selected by the Director. Typically, a committee chair will be a member of the steering committee. Committees meet as necessary. Committee chairs are asked to provide reports about committee activities to the Director and/or the Steering Committee.

#### **V. Amending the Bylaws.**

These bylaws may be changed by a majority vote of the core members of the Middle East Studies Program.