

THE UNIVERSITY OF CHICAGO

FOUNDED BY JOHN D. ROCKEFELLER

Trustees and Officers  
Articles of Incorporation  
By-Laws  
Statutes



MAY 1 • 1952

# THE UNIVERSITY OF CHICAGO

[AN ILLINOIS CORPORATION]

## THE BOARD OF TRUSTEES

### *Class 1: Term Expires 1953*

James H. Douglas, Jr.	John Nuveen
Marshall Field, Jr.	Edward L. Ryerson
Howard Goodman	Hermon D. Smith
John L. McCaffrey	Gardner H. Stern
Fowler B. McConnell	Robert E. Wilson
Howell W. Murray	

### *Class 2: Term Expires 1954*

Wm. McCormick Blair	Homer J. Livingston
Edward E. Brown	Walter P. Paepcke
Gaylord Donnelley	Charles H. Percy
Cyrus S. Eaton	George A. Ranney
Philip L. Graham	Albert W. Sherer
Lawrence A. Kimpton	Henry F. Tenney

### *Class 3: Term Expires 1952*

Graham Aldis	James M. Nicely
Laird Bell	Clarence B. Randall
William Benton	David Rockefeller
Fairfax M. Cone	Frank L. Sulzberger
Marshall Field	Harold H. Swift

THE UNIVERSITY OF CHICAGO  
OFFICERS OF THE CORPORATION

LAIRD BELL, *Chairman of the Board of Trustees*

EDWARD L. RYERSON, *First Vice-Chairman of the Board of Trustees*

HENRY F. TENNEY, *Second Vice-Chairman of the Board of Trustees*

WM. McCORMICK BLAIR, *Chairman of the Investment Committee of the Board of Trustees*

LAWRENCE A. KIMPTON, *Chancellor of the University*

R. WENDELL HARRISON, *Vice-President and Dean of Faculties*

JAMES A. CUNNINGHAM, *Vice-President in Charge of Business Affairs*

GEORGE H. WATKINS, *Secretary of the University*

J. PARKER HALL, *Treasurer*

ALBERT C. SVOBODA, *Assistant Treasurer and Assistant Secretary of the Board of Trustees*

HORTENSE FRIEDMAN, *Assistant Treasurer*

JOHN I. KIRKPATRICK, *Comptroller*

ARTHUR LINCICOME, *Assistant Comptroller*

WALTER L. THAGGARD, *Assistant Comptroller (Argonne Projects)*

HOWARD H. MOORE, *Secretary of the Board of Trustees*

WILLIAM B. HARRELL, *Business Manager (Special Projects)*

W. L. KROGMAN, *Business Manager (Campus Operations)*

## TRUSTEES

### HONORARY TRUSTEES

TREVOR ARNETT, 1941—.  
SEWELL L. AVERY, 1944—.  
CHARLES F. AXELSON, 1951—.  
HARRISON B. BARNARD, 1942—.  
WILLIAM SCOTT BOND, 1946—.  
THOMAS E. DONNELLEY, 1938—.  
MAX EPSTEIN, 1945—.  
HARRY B. GEAR, 1942—.  
ARTHUR B. HALL, 1951—.  
SAMUEL C. JENNINGS, 1937—.  
FRANK H. LINDSAY, 1938—.  
FRANK MCNAIR, 1951—.  
ERNEST E. QUANTRELL, 1951—.  
ROBERT L. SCOTT, 1943—.  
DAVID B. STERN, 1950—.  
JOHN STUART, 1947—.  
JOHN P. WILSON, 1942—.  
HERBERT P. ZIMMERMANN, 1950—.

### MEMBERS OF THE BOARD OF TRUSTEES

FROM THE INCORPORATION OF THE UNIVERSITY  
SEPTEMBER 10, 1890

GRAHAM ALDIS, 1946—.  
TREVOR ARNETT, 1916-22; 1926-28; 1937-41. Honorary, 1941—.  
SEWELL L. AVERY, 1926-44. Honorary, 1944—.  
CHARLES F. AXELSON, 1923-51. Honorary, 1951—.  
JOSEPH M. BAILEY, 1890-95.\*  
JESSE A. BALDWIN, 1896-1921.\*  
HARRISON B. BARNARD, 1927-42. Honorary, 1942—.  
ADOLPHUS C. BARTLETT, 1900-22.\*  
ENOS M. BARTON, 1898-1916.\*  
JOSEPH C. BEAVEN, 1942-51.\*  
LAIRD BELL, 1929—.  
WILLIAM BENTON, 1946—.

\* Died during term of office.



## THE UNIVERSITY OF CHICAGO

- WM. McCORMICK BLAIR, 1931—.  
E. NELSON BLAKE, 1890-93. Died, 1921.  
WILLIAM SCOTT BOND, 1922-46. Honorary, 1946—.  
CHARLES C. BOWEN, 1890-1900.\*  
EDWARD E. BROWN, 1942—.  
WILLIAM B. BRAYTON, 1891-1900.\*  
ERNEST D. BURTON, 1923-25.\*  
FAIRFAX M. CONE, 1950—.  
ELMER L. CORTHELL, 1890-96. Died, 1916.  
FREDERIC A. DELANO, 1913-14.  
J. SPENCER DICKERSON, 1909-14; 1916-19; 1921-30.  
Honorary, 1930-33. Died, 1933.  
GAYLORD DONNELLEY, 1947—.  
THOMAS E. DONNELLEY, 1909-38. Honorary, 1938—.  
JAMES H. DOUGLAS, JR., 1933—.  
CYRUS S. EATON, 1929—.  
MAX EPSTEIN, 1931-45. Honorary, 1945—.  
GEORGE O. FAIRWEATHER, 1927-30.  
ELI B. FELSENTHAL, 1890-1931. Honorary, 1931-37.  
Died, 1937.  
MARSHALL FIELD, 1937—.  
MARSHALL FIELD, JR., 1952—.  
FRED. T. GATES, 1896-1910. Died, 1929.  
HARRY B. GEAR, 1924-42. Honorary, 1942—.  
CHARLES W. GILKEY, 1919-29.  
EDWARD GOODMAN, 1890-1909. Died, 1911.  
HOWARD GOODMAN, 1942—.  
CHARLES B. GOODSPEED, 1932-47. Honorary, 1947.  
Died, 1947.  
THOMAS W. GOODSPEED, June 27, 1893—October 31,  
1893; 1896-98; 1901-2; 1906-7; 1907-14. Died,  
1927.  
PHILIP L. GRAHAM, 1951—.  
HOWARD G. GREY, 1900-1930. Honorary, 1930-33.  
Died, 1933.  
ARTHUR B. HALL, 1932-51. Honorary, 1951—.  
DAVID GILBERT HAMILTON, 1893-1915.\*  
PAUL V. HARPER, 1941-49.\*  
WILLIAM RAINEY HARPER, 1890-1906.\*  
FRANCIS E. HINCKLEY, 1890-96. Died, 1900.

## TRUSTEES

- PAUL G. HOFFMAN, 1937-50.  
CHARLES R. HOLDEN, 1912-35. Honorary, 1935-45.  
Died, 1945.  
WILLIAM H. HOLDEN, 1894-1900. Died, 1922.  
CHARLES E. HUGHES, 1914-32. Honorary, 1932-48.  
Died, 1948.  
J. OTIS HUMPHREY, 1914-18.\*  
ROBERT M. HUTCHINS, 1934-50.  
CHARLES L. HUTCHINSON, 1890-1924.\*  
SAMUEL C. JENNINGS, 1923-37. Honorary, 1937—.  
HARRY PRATT JUDSON, 1907-23. Died, 1927.  
LAWRENCE A. KIMPTON, 1951—.  
HERMAN H. KOHLSAAT, 1890-1901. Died, 1924.  
ROBERT P. LAMONT, 1923-29.  
ALBERT D. LASKER, 1937-42.  
FRANK H. LINDSAY, 1923-38. Honorary, 1938—.  
HOMER J. LIVINGSTON, 1951—.  
FRANK J. LLEWELLYN, 1902-8. Died, 1925.  
FRANK O. LOWDEN, 1905-12. Died, 1943.  
ISAAC W. MACLAY, 1900-1905. Died, 1908.  
ANDREW MACLEISH, 1890-1924. Died, 1928.  
FRANKLIN MACVEAGH, 1901-13. Died, 1934.  
MAX MASON, 1925-28.  
JOHN L. McCAFFREY, 1952—.  
FOWLER B. McCONNELL, 1947—.  
HAROLD F. McCORMICK, 1899-1928. Died, 1941.  
FRANK McNAIR, 1927-51. Honorary, 1951—.  
J. W. MIDGLEY, 1890-93. Died, 1922.  
HOWELL W. MURRAY, 1950—.  
CHARLES W. NEEDHAM, 1890-91. Died, 1935.  
JAMES M. NICELY, 1951—.  
JOHN NUVEEN, 1938—.  
WALTER P. PAEPCKE, 1946—.  
ALONZO K. PARKER, 1890-1901. Died, 1927.  
FRANCIS W. PARKER, 1901-22.\*  
FERDINAND W. PECK, 1890-1900. Died, 1924.  
CHARLES H. PERCY, 1951—.  
GEORGE A. PILLSBURY, 1890-94. Died, 1898.  
WILBER E. POST, 1919-39.

*THE UNIVERSITY OF CHICAGO*

- ERNEST E. QUANTRELL, 1929-51. Honorary, 1951—.  
CLARENCE B. RANDALL, 1936—.  
GEORGE A. RANNEY, 1942-44. Honorary, 1944-47.  
Died, 1947.  
GEORGE A. RANNEY, JR., 1951—.  
DAVID ROCKEFELLER, 1947—.  
JOHN D. ROCKEFELLER, JR., 1898-1910.  
JULIUS ROSENWALD, 1912-32.\*  
LESSING J. ROSENWALD, 1937-48.  
PAUL S. RUSSELL, 1933-50.\*  
HENRY A. RUST, 1890-94; 1905-7. Died, 1911.  
EDWARD L. RYERSON, 1923—.  
MARTIN A. RYERSON, 1890-1931. Honorary, 1931-32. Died, 1932.  
ALBERT L. SCOTT, 1934-46.\*  
ROBERT L. SCOTT, 1912-43. Honorary, 1943—.  
ALBERT W. SHERER, 1922—.  
DANIEL L. SHOREY, 1890-99.\*  
DELOSS C. SHULL, 1922-32. Honorary, 1932-38.  
Died, 1938.  
FREDERICK A. SMITH, 1890-1919.\*  
GEORGE OTIS SMITH, 1929-34. Died, 1944.  
HERMON D. SMITH, 1942—.  
WILLARD A. SMITH, 1894-1923. Died, 1923.  
DAVID B. STERN, 1945-50. Honorary, 1950—.  
GARDNER H. STERN, 1950—.  
EUGENE M. STEVENS, 1927-37.\*  
JOHN A. STEVENSON, 1942-49.\*  
JAMES M. STIFLER, 1929-45. Honorary, 1945-49.  
Died, 1949.  
JOHN STUART, 1924-47. Honorary, 1947—.  
FRANK L. SULZBERGER, 1942—.  
HAROLD H. SWIFT, 1914—.  
HENRY F. TENNEY, 1945—.  
GEORGE C. WALKER, 1890-1905.\*  
LEIGHTON WILLIAMS, 1893-97.  
JOHN P. WILSON, 1930-42. Honorary, 1942—.  
ROBERT E. WILSON, 1945—.  
HERBERT P. ZIMMERMANN, 1937-50. Honorary, 1950—.

# THE CERTIFICATE OF INCORPORATION OF THE UNIVERSITY OF CHICAGO

Filed with the Secretary of State, September 10,  
1890.

Amended July 12, 1923, Amendment filed October  
10, 1923.

Amended November 11, 1926, Amendment filed  
December 8, 1926.

Amended July 10, 1930, Amendment filed July 14,  
1930.

Amended September 13, 1934, Amendment filed  
September 14, 1934.

Amended May 13, 1937, Amendment filed May  
17, 1937.

Amended July 13, 1944, Amendment filed  
July 14, 1944.

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RECORDED IN COOK COUNTY, SEPTEMBER 18, 1890.

AMENDMENT RECORDED IN COOK COUNTY, OCTOBER  
10, 1923.

AMENDMENT RECORDED IN COOK COUNTY, DECEMBER  
9, 1926.

AMENDMENT RECORDED IN COOK COUNTY, JULY 11,  
1930.

AMENDMENT RECORDED IN COOK COUNTY, SEPTEMBER  
15, 1934.

AMENDMENT RECORDED IN COOK COUNTY, MAY 18,  
1937.

AMENDMENT RECORDED IN COOK COUNTY, JULY 17,  
1944.

STATE OF ILLINOIS, DEPARTMENT OF STATE

ISAAC N. PEARSON

*Secretary of State*



# THE UNIVERSITY OF CHICAGO

*To all to whom these Presents shall come,  
Greeting:*

WHEREAS, A Certificate, duly signed and acknowledged, having been filed in the office of the Secretary of State, on the 10th day of September, A.D. 1890 for the organization of

“THE UNIVERSITY OF CHICAGO,”

under and in accordance with the provisions of “An Act concerning Corporations,” approved April 18, 1872, and in force July 1, 1872, and all acts amendatory thereof, a copy of which certificate is hereto attached;

Now, therefore, I, ISAAC N. PEARSON, Secretary of State of the State of Illinois, by virtue of the powers and duties vested in me by law, do hereby certify that the said “The University of Chicago” is a legally organized Corporation under the laws of this State.

IN TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the great Seal of State. Done at the City of Springfield, this 10th day of September in the year of our Lord One Thousand Eight Hundred and Ninety, and of the Independence of the United States the one hundred and fifteenth.

[Signed] I. N. PEARSON

*Secretary of State*

STATE OF ILLINOIS }  
COUNTY OF COOK } ss.

*To the Honorable Isaac N. Pearson,*

*Secretary of State:*

We, the undersigned, John D. Rockefeller, E. Nelson Blake, Marshall Field, Fred T. Gates, Francis E.



## ARTICLES OF INCORPORATION

Hinckley, and Thomas W. Goodspeed, citizens of the United States, desiring to associate ourselves for the lawful purposes hereinafter stated, and for the purpose of forming a corporation (not for pecuniary profit), under the provisions of the Act of the General Assembly of the State of Illinois, entitled, "An Act concerning Corporations," approved April 18, 1872, and of the several acts amendatory thereof, do hereby state and certify as follows, to wit:

1. The name by which said corporation shall be known in law is

"THE UNIVERSITY OF CHICAGO."

2. (*As amended September 13, 1934.*) The particular objects for which said corporation is formed are to provide, impart, and furnish opportunities for all departments of higher education to persons of both sexes on equal terms; to establish, conduct, and maintain one or more academies, preparatory schools, or departments, such academies, preparatory schools, or departments to be located in the city of Chicago or elsewhere as may be deemed advisable; to establish, maintain, and conduct manual-training schools in connection with such preparatory departments; to establish and maintain one or more colleges, and to provide instruction in all collegiate studies; to establish and maintain a university, in which may be taught all branches of higher learning, and which may comprise and embrace separate departments for literature, law, medicine, music, technology, the various branches of science, both abstract and applied, the cultivation of the fine arts, and all other branches of professional or technical education which may properly be included within the purposes and objects of a university, and to provide and maintain

## THE UNIVERSITY OF CHICAGO

courses of instruction in each and all of said departments; to prescribe the courses of study, employ professors, instructors, and teachers, and to maintain and control the government and discipline in said University, and in each of the several departments thereof, and in each of the several academies, preparatory schools, or other institutions subordinate thereto, and to fix the rates of tuition, and the qualifications for admission to the University and its various departments; to receive, hold, invest, and disburse all moneys and property, or the income thereof, which may be vested in or intrusted to care of the said corporation, whether by gift, grant, bequest, devise, or otherwise, for educational purposes; to act as trustee for persons desiring to give or provide moneys or property, or the income thereof, for any one or more of the departments of said University, and for any of the objects aforesaid, or for any educational purpose; to grant such literary honors and degrees as are usually granted by like institutions, and to give suitable diplomas; to establish and administer charities and to receive, hold, control, invest, and disburse moneys and property or the income thereof in support of such charitable uses; and generally to pursue and promote all or any of the objects above named, and to do all and every of the things necessary or pertaining to the accomplishment of said objects or either of them.

3. (*As amended July 12, 1923; November 11, 1926; July 10, 1930; September 13, 1934; May 13, 1937; and July 13, 1944.*) The management of the corporation shall be vested in a Board of Trustees, thirty-five in number at the date of this amendment. The acts of the Board of Trustees shall be the acts of the cor-

## ARTICLES OF INCORPORATION

poration for all purposes. The number of Trustees may be increased or decreased from time to time by amendment to the By-Laws. Trustees shall be divided into such classes and be elected by the Board of Trustees in such manner and for such terms of office as shall from time to time be provided in the By-Laws.

The Board of Trustees of The Baptist Theological Union (whose charter requires that all of the members of its Board of Trustees shall be members of regular Baptist churches) shall always be represented on the Board of Trustees of The University of Chicago.

No other religious test or particular religious profession shall ever be held as a requisite for election to said Board or for admission to said University or to any department belonging thereto or which shall be under the supervision or control of this corporation, or for election to any professorship, or any place of honor or emolument in said corporation, or any of its departments or institutions of learning.

The membership of this corporation shall consist of the persons who are Trustees and such other persons as may from time to time be designated pursuant to the By-Laws. Members of the corporation shall have no right to vote, and no action of theirs shall be necessary for any corporate action.

The Board of Trustees may make By-Laws not inconsistent with the terms of this charter, or with the laws of this State, or of the United States, for the government and control of said corporation and of its several departments, and of the several institutions of learning under its care and control, and for the proper management of the educational, fiscal, and other affairs of said corporation, and for the care and investment of all moneys and property belonging to it, or given or intrusted to the said corporation for

## THE UNIVERSITY OF CHICAGO

educational or other purposes. Said By-Laws shall provide for annual meetings.

4. The location of the University and of its College of Arts, to be established by said corporation, shall be in Chicago, in the County of Cook, and State of Illinois.

5. The following persons are hereby selected as Trustees to control and manage said corporation for the first year of its corporate existence, to wit:

E. Nelson Blake, Ferd. W. Peck, Judge Joseph M. Bailey, Charles L. Hutchinson, Francis E. Hinckley, Herman H. Kohlsaaf, Hon. George A. Pillsbury, Eli B. Felsenthal, Professor William R. Harper, Martin A. Ryerson, Edward Goodman, George C. Walker, John W. Midgley, Judge Daniel L. Shorey, Alonzo K. Parker, D.D., C. C. Bowen, Andrew MacLeish, Frederick A. Smith, Henry A. Rust, Charles W. Needham, Elmer L. Corthell.

In testimony whereof we, the incorporators first above named, hereunto set our hands, and affix our seals, this 18th day of June, in the year of our Lord One Thousand Eight Hundred and Ninety.

JOHN D. ROCKEFELLER	[Seal]
E. NELSON BLAKE	[Seal]
MARSHALL FIELD	[Seal]
FRANCIS E. HINCKLEY	[Seal]
FRED. T. GATES	[Seal]
THOMAS W. GOODSPEED	[Seal]



# BY-LAWS OF THE UNIVERSITY OF CHICAGO

[AS AMENDED FEBRUARY 14, 1952.]

## I. MEMBERS AND TRUSTEES

1. *Members.*—The membership of the corporation shall consist of the present members, and such other persons as the Board of Trustees may from time to time elect to be members of the corporation. Every Trustee shall *ipso facto* be a member of the corporation. Membership in the corporation shall not as such carry with it any voting rights.

2. *Trustees.*—The Trustees shall be thirty-five in number, and shall be divided into three classes. The Trustees constituting the Board at the adoption of these by-laws shall continue to serve for the terms for which they have been elected. The term of the eleven Trustees of the first class shall expire with the annual meeting of 1950, that of the twelve Trustees of the second class shall expire with the annual meeting of 1951, and that of the twelve Trustees of the third class shall expire with the annual meeting of 1952. The Board shall at each annual meeting elect Trustees for three-year terms to succeed the Trustees whose terms expire with that meeting. Vacancies in the Board arising from any other cause may be filled by the Board at any meeting by the election of Trustees for the unexpired terms of the Trustees they succeed.

3. *Honorary Trustees.*—The Board may elect Honorary Trustees at any regular meeting. Any Trustee who shall attain the age of seventy years in any calendar year in which he has served as Trustee shall become an Honorary Trustee at the annual meeting of that year and a successor Trustee shall be elected for his unexpired term, if any. Honorary Trustees may



## THE UNIVERSITY OF CHICAGO

attend and participate in the regular meetings of the Board and of its committees, but shall not be members of the Board, and shall not have the privilege of voting or of holding any office which is filled by election or appointment from among the members of the Board. Honorary Trustees shall not be counted in determining the number of Trustees required to constitute a quorum nor in determining the presence of a quorum. They may serve on committees of the Board other than standing committees.

### II. MEETINGS OF MEMBERS AND TRUSTEES

1. *Meetings of Members.*—The annual meeting of the members of the corporation, for discussion or other lawful purpose, shall be held, upon at least five days' notice, on the second Thursday in June of every year.

2. *Meetings of Trustees.*—

a) *Regular Meetings.*—Regular meetings of the Board shall be held on the second Thursday of January, February, April, June, August, September, October, and November in each year.

b) *Annual Meeting.*—The regular June meeting of the Board shall be the annual meeting. Any action directed in these by-laws to be taken at an annual meeting, which is not so taken, may be taken at any subsequent regular or special meeting.

c) *Special Meetings.*—Special meetings of the Board shall be called by the Secretary of the Board at any time he shall be requested to do so by the Chairman or a Vice-Chairman of the Board, by any three Trustees, or by the Chancellor of the University.

d) *Quorum.*—One-third of the whole Board shall constitute a quorum for all purposes and the act of a

## BY-LAWS

majority of the Trustees present at a meeting at which a quorum is present shall be the act of the Board, except that (1) the adoption of amendments to the Articles of Incorporation, (2) the election of Trustees and the elective officers of the corporation, and (3) the designation of committees to have and exercise the authority of the Board in the management of the corporation shall receive the affirmative vote of a majority of the Trustees in office. Final action on the annual budget shall be by approval of a majority of the Trustees in office, which may be either (1) by affirmative vote at a regular or special meeting or (2) by approval in writing or (3) by a combination of the two.

*e) Notices.*—Notices of meetings of the Board shall be delivered or sent by mail or telegram to the Trustees at their addresses as shown by the records of the corporation, in the case of regular meetings at least five days, and in the case of special meetings at least two days, before the dates of the meetings. Each notice shall state the place, date, and hour of the meeting.

**3. Place of Meetings.**—All meetings shall be held at the registered office of the corporation unless otherwise directed by the Board, by the Chairman of the Board, or by the Chancellor of the University.

### III. COMMITTEES

#### **1. In General.**—

*a)* Standing committees of the Board shall be the Budget Committee, Investment Committee, and the Nominations Committee. They shall be appointed at the annual meeting of the Board or as soon thereafter as practicable. Vacancies in standing committees

## THE UNIVERSITY OF CHICAGO

may be filled at any regular or special meeting of the Board.

b) The Board may from time to time create such other committees as shall seem advisable. Any committee, if so provided in a resolution adopted by a majority of the Trustees in office, may have and exercise the authority of the Board in the management of the corporation to the extent provided in such resolution.

c) The Board may appoint alternate members of standing or other committees, to act in the absence or inability to act of regular members.

d) All appointments of Trustees to standing committees, including the designation of *ex officio* and alternate members, shall be by resolution adopted by a majority of the Trustees in office upon nomination by the Chairman of the Board. Appointments of Trustees to the Nominations and Investment Committees shall be made at the annual meeting of the Board, or as soon thereafter as practicable, and appointees shall serve until the next annual meeting of the Board.

e) The Chairman of the Board shall nominate to the Board the chairman of the Investment Committee and shall designate the chairmen and vice-chairmen of other committees appointed by the Board, except as is otherwise provided in these by-laws. In the absence or disability of the chairman and the vice-chairmen of any standing committee, the Chairman of the Board shall designate another member of the committee as acting chairman.

f) A majority of the members of any committee shall constitute a quorum at any meeting, except in case of the Investment Committee, in which case

three members shall constitute a quorum, and any action taken by a majority of the members attending any meeting at which a quorum is present shall be the act of the committee for all purposes. Alternate members of a committee shall not be counted in determining the number required to constitute a quorum, but shall be counted in determining whether a quorum is present at any meeting.

g) Committees may adopt such rules for the conduct of their affairs, including rules concerning the place, time, and notice of meetings, as to them shall seem advisable.

## 2. *The Budget Committee.*—

a) The Budget Committee shall consist of the Chairman and two Vice-Chairmen of the Board, the Chairman of the Investment Committee, the Chancellor of the University (if he is a Trustee), all *ex officio*, six appointed members, and not more than three alternate members. The Chairman of the Board and the Vice-Chairmen shall be chairman and vice-chairmen of the Budget Committee. Appointments of Trustees as members or alternates of the Budget Committee, other than *ex officio*, shall be for terms of approximately eighteen months. Two Trustees (and an alternate if so voted) shall be appointed at each annual meeting of the Board to hold office until the thirty-first day of December of the year following their appointments, and two Trustees (and an alternate if so voted) shall be appointed at the November meeting of the Board to take office on the first day of the following January and to hold office until the second annual meeting of the Board after their appointments. If any member or alternate becomes an *ex officio* member, a successor shall be appointed by



## THE UNIVERSITY OF CHICAGO

the Board for his unexpired term. Vacancies in the Committee arising from any cause may be filled by vote of a majority of the Trustees in office at any meeting of the Board for the unexpired terms of the members or alternates that they succeed. No member of the Committee shall be reappointed within six months after his term shall have expired unless he shall have become an *ex officio* member.

b) The Budget Committee shall have and exercise the authority of the Board in the management of the corporation in all matters except those which pursuant to law or to these by-laws require the vote of a majority of the Trustees in office, and except as otherwise provided by resolution adopted by a majority of the Trustees in office. With said exceptions, wherever reference is made in these by-laws to the powers of the Board, or to responsibility or reports to the Board, the Budget Committee is to be deemed included as if specifically mentioned. The Budget Committee shall refer questions of general policy to the Board for its consideration, and shall not later than the regular April meeting of the Board in each year submit to the Board for its approval a budget for the ensuing fiscal year.

c) The Budget Committee shall meet at least once in each month at times and places to be determined by it.

### 3. *The Investment Committee.*—

a) The Investment Committee shall consist of the Chairman and Vice-Chairmen of the Board, the Chancellor (if he is a Trustee), the Chairman of the Investment Committee, and eight appointed members.

b) The Investment Committee, in accordance with such investment policies and regulations as may



## BY-LAWS

be established from time to time by the Board and subject to the general direction of the Board, shall be charged with responsibility for the investment and reinvestment of all funds held by the corporation, subject to the restrictions contained in Article V, Section 1, of these by-laws.

### 4. *The Nominations Committee.*—

a) The Nominations Committee shall consist of five appointed members.

b) The Nominations Committee shall submit to the Board for its consideration nominations for membership on the Board and for the offices of Chairman and Vice-Chairmen of the Board, and Chancellor of the University; and for filling vacancies in the Board and in said offices.

5. *Visiting Committees.*—The Board may from time to time on the nomination of the Chairman designate Visiting Committees consisting of Trustees and such other persons as the Board shall determine, to acquaint their members with all aspects of designated operations of the University, and the chairmen of such committees shall report periodically to the Board.

6. All committee appointments shall be for the period expiring with the next annual meeting of the Board, except as otherwise provided in paragraph III-2-a) with respect to the Budget Committee. Members of all committees, standing or otherwise, shall, however, serve until their respective successors shall have been elected or the committee discharged.

## IV. OFFICERS

### 1. *In General.*—

a) The officers of the corporation shall be:  
Chairman of the Board of Trustees

## THE UNIVERSITY OF CHICAGO

First Vice-Chairman of the Board of Trustees  
Second Vice-Chairman of the Board of Trustees  
Chairman of the Investment Committee  
Chancellor of the University  
President of the University  
Vice-President and Dean of Faculties  
Vice-President in Charge of Business Affairs  
One or more additional Vice-Presidents  
Secretary of the University  
Treasurer  
One or more Assistant Treasurers  
Comptroller  
One or more Assistant Comptrollers  
Secretary of the Board of Trustees  
One or more Assistant Secretaries of the Board  
Business Manager (Special Projects)  
Business Manager (Campus Operations)  
One or more Assistant Business Managers

The Chairman and Vice-Chairmen of the Board and the Chairman of the Investment Committee shall be elected at the annual meeting of the Board to serve until the next annual meeting and until their respective successors shall have been elected; other officers shall hold office at the pleasure of the Board. Vacancies in any office arising from any cause may be filled by the Board at any meeting by the election of officers for the unexpired terms of the officers they succeed, or by the election of acting officers to fill such terms or so much thereof as the Board shall determine. In the case of the Chairman of the Board, Vice-Chairmen of the Board, Chairman of the Investment Committee, and the Chancellor, election shall be by affirmative vote of a majority of the Trustees in office.

b) In the absence or inability to act of the Chairman, the First and Second Vice-Chairmen and the Chairman of the Investment Committee shall in that

order have the powers and perform the duties of the Chairman.

c) The Chairman and the Vice-Chairmen, and the Chancellor, if he is a Trustee, shall be *ex officio* members of the Budget and Investment Committees, and the Chairman of the Investment Committee shall be *ex officio* a member of the Budget Committee.

d) The Board may appoint such other officers as shall seem advisable, to hold office at the pleasure of the Board.

e) The President, the Vice-Presidents, the Secretary of the University, the Business Managers, and Assistant Business Managers shall be nominated by the Chancellor; the Treasurer and the Assistant Treasurers by the Investment Committee; and the Comptroller, the Assistant Comptrollers, the Secretary of the Board, and the Assistant Secretaries of the Board by the Budget Committee.

f) The officers shall have such authority and perform such duties, in addition to the duties prescribed in these by-laws, as may be prescribed from time to time by the Board.

g) Whenever it is provided in these by-laws that more than one assistant officer may act in the absence or inability to act of an officer, the powers and duties of the officer shall devolve upon the assistant officers in the order in which they shall have been elected at or after the last previous annual meeting of the Board.

## 2. The Chancellor.—

a) The Chancellor shall be the chief executive officer of the University. He shall make appointments to the academic and nonacademic staff of the University (except for offices with respect to which the

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appointive power is reserved to the Board or its elected officers) under such regulations as may be adopted from time to time by the Board, and report them to the Board. He shall be responsible under the supervision of the Board for the management of the physical plant and the administration of all business activities of the University other than investments and investment properties. He shall be the official medium of communication between the faculties and the Board, and between the students and the Board. He shall be responsible for carrying out all measures officially agreed upon by the faculties in regard to matters committed to them by the Board, and such measures concerning the administration of the University as the Board may enact.

*b)* The Chancellor shall submit a budget to the Budget Committee not later than the fifteenth of March of each year for its consideration and recommendation, and shall make an annual report to the Board of the work and condition of the University.

### 3. *The President.*—

*a)* The President of the University shall be responsible to the Chancellor for the educational operations of the University.

*b)* In the absence of the Chancellor or in case of vacancy in the office, the President shall have the powers and perform the duties of the Chancellor.

### 4. *The Vice-Presidents and the Secretary of the University.*

*a)* The Vice-Presidents shall have such powers and perform such duties as may be prescribed in the by-laws or by the Board, or in the absence thereof such powers as the Chancellor may prescribe.

*b)* The Vice-President and Dean of Faculties shall



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assist the President in the academic administration of the University. In the case of a vacancy in the office of President or his inability to serve, the Vice-President and Dean of Faculties shall have the powers and perform the duties of the President.

c) The Vice-President in Charge of Business Affairs shall, under the direction of the Chancellor, have charge of the management of the physical plant and the administration of the business affairs of the University, other than in connection with investments and investment properties.

d) The Secretary of the University shall be in charge of Public Relations and Development under the direction of the Chancellor and shall perform such duties as may be prescribed by him.

### 5. *The Treasurer.*—

a) The Treasurer shall, subject to the Board and under the supervision of the Investment Committee (and subject to the restrictions set forth in Article V, Section 1, of these by-laws), have charge of the investment of the University's funds; the purchase, management, and sale or other disposition of its investment properties, including real estate; and insurance, taxes, and legal matters, including collections, relating to investment property; and the management of his office.

b) The Treasurer shall receive and shall be the custodian of all cash and securities of the University and of the legal documents relating to invested funds. The Treasurer shall promptly turn over all securities to the trust company or trust companies designated by the Board as depositaries therefor and shall deposit all moneys to the credit of the University in the bank or banks designated by the Board.



## THE UNIVERSITY OF CHICAGO

c) In the absence of the Treasurer or in the event of his inability to act, an Assistant Treasurer shall have the powers and perform the duties of the Treasurer. In case of the absence or inability to act of both the Treasurer and all Assistant Treasurers, the powers and duties of the Treasurer shall devolve upon the Chairman of the Investment Committee.

### 6. *The Comptroller.*—

a) The Comptroller shall, subject to the general direction of the Board, and in accordance with such regulations as the Board may from time to time adopt, have supervision over the financial records and accounts of the University; he shall keep proper books of account adequately setting forth the financial condition and transactions of the University, and shall devise proper methods of accounting and internal audit for all departments of the University; he shall supply for the Board and its officers and committees and for the Chancellor such statements and reports as may be from time to time required of him, or as may be needed to show the financial condition and operation of the University or of any of its departments.

b) The Comptroller shall examine all accounts, claims, and demands against the University, and no money shall be drawn from its treasury unless found by him to be within the appropriation or provision therefor. If he shall, upon the examination of any account, doubt its correctness, he shall submit it to the Board.

c) So far as may be consistent with his duties under these by-laws, the Comptroller shall be responsible to the Chancellor in all matters having to do with the general administration of the University. He may

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submit any matter to the Budget Committee for instructions.

d) In the absence of the Comptroller or in the event of his inability to act, an Assistant Comptroller shall have the powers and perform the duties of the Comptroller.

**7. *The Business Manager (Special Projects) and the Business Manager (Campus Operations).*—**

a) The Business Manager (Special Projects) and the Business Manager (Campus Operations) shall in accordance with such regulations as the Board may from time to time adopt be responsible to the Chancellor through the Vice-President in Charge of Business Affairs. They shall respectively have such powers and perform such duties in connection with the management of the physical plant and the administration of the business affairs of the University (other than those relating to investments and investment properties) as the Chancellor through said Vice-President shall direct. In case of the inability to act of the Vice-President in Charge of Business Affairs, the Business Manager (Special Projects), or in case of his inability to act, the Business Manager (Campus Operations), shall have the powers and perform the duties of said Vice-President.

**8. *The Secretary of the Board.*—**

a) So far as may be consistent with his duties under the by-laws, the Secretary of the Board shall be responsible to the Chancellor in all matters having to do with the general administration of the University. The Secretary of the Board may submit any matter to the Chairman of the Board for instructions.

b) The Secretary of the Board shall keep full and true minutes of all meetings of the Board of Trustees,

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of the Budget Committee, of the Investment Committee, and of all committees having any of the authority of the Board; he shall also keep minutes of meetings of other committees when requested by their chairmen. Copies of the minutes of the meetings of the Board and of the Budget Committee and the Investment Committee shall be sent by the Secretary of the Board to every member of the Board and presented at the next regular meeting of the Board of Trustees. He shall keep and file all documents belonging to the University committed to his custody.

c) He shall have the custody of the corporate seal and with it shall impress documents requiring a seal and attest them when necessary.

d) In the absence of the Secretary of the Board or in the event of his inability to act an Assistant Secretary of the Board shall have the powers and perform the duties of the Secretary of the Board other than those pertaining to access to or withdrawal of securities.

### V. GENERAL

#### 1. *Purchase and Sale of Corporate Property.*—

a) The Investment Committee, in accordance with such investment policies as may be established from time to time by the Board and subject to the general direction of the Board, shall make, or authorize the Treasurer to make, investments and reinvestments of all funds held by the University, and may authorize the Treasurer to dispose of any investments held by the University; provided, however, that no single investment in excess of \$1,000,000 other than in the direct and indirect obligations of the United States Government, and that no purchase, sale, or disposition of real estate or leasehold thereof of a

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value in excess of \$500,000 shall be made without the approval of the Board. In the intervals between meetings of the Committee, action may be taken by the Treasurer or by the Chairman or a Vice-Chairman of the Board upon written authorization of three members of the Committee and for the purpose of effecting the purchase, sale, or delivery of securities, or the purchase, sale, lease, or conveyance of real estate, the certificate of the Secretary of the Board that such authorization has been granted shall be binding upon this corporation.

b) Securities registered in the name of the University, the sale or delivery of which has been authorized by the Board or the Investment Committee or three members of said Committee, shall be assigned or indorsed for transfer by the Treasurer or an Assistant Treasurer and the Secretary of the Board or an Assistant Secretary of the Board, who shall affix and attest the corporate seal.

c) Contracts for the purchase, sale, or disposition of real estate or leaseholds thereof and leases and deeds of conveyance of real estate and leaseholds thereof authorized by the Board of Trustees, or the Budget Committee, or the Investment Committee, or three members of said Committee, shall be executed and delivered by the Chairman or a Vice-Chairman of the Board, or the Treasurer, or the President, or a Vice-President, and the Secretary or an Assistant Secretary of the Board who shall affix and attest the corporate seal.

2. *Access to and Withdrawal of Securities.*—Access to and withdrawal of the securities of the corporation shall be had by not less than two persons jointly as follows:



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a) By the Treasurer or an Assistant Treasurer jointly with the Chairman or the Vice-Chairman of the Investment Committee. The Chairman and the Vice-Chairman of the Investment Committee may each, by written appointment to be filed with the Secretary of the Board, designate a person who shall represent him in the withdrawal of securities.

b) By the Treasurer or an Assistant Treasurer jointly with the Secretary of the Board (or his nominee authorized by the Board).

c) By the Treasurer or an Assistant Treasurer jointly with the Chairman of the Board or a Vice-Chairman of the Board.

### 3. *Checks.*—

a) Checks drawn upon the University's general bank accounts shall be signed by the Treasurer, an Assistant Treasurer, or a representative authorized by the Board, and countersigned by the Comptroller, the Assistant Comptroller, or a representative authorized by the Board.

b) Checks drawn upon the University's Voucher and Payroll Accounts shall be signed by the Business Manager (Special Projects) or the Business Manager (Campus Operations) or a representative authorized by the Board, against vouchers certified by the Comptroller, an Assistant Comptroller, or a representative authorized by the Board.

4. *Surety Bonds.*—All officers and employees in all departments of the University having custody of or responsibility for funds and securities (including the representatives of the Chairman and Vice-Chairman of the Investment Committee provided for in paragraph 2 of this Article V) shall furnish bonds in such amounts and with such sureties as shall be deter-

mined by the Board. It is the duty of the Treasurer to secure such bonds. The Treasurer shall give and file with the Secretary of the Board a bond for the faithful performance of his duties in such sum as may be fixed from time to time by the Board, and, if not so fixed, then in the sum of \$300,000, with a surety approved by the Board. All premiums on bonds provided for in this paragraph shall be paid by the University.

**5. Authority for Expenditure.**—No agent, officer, or other person shall expend any money or make any contract, agreement, promise, or undertaking in the name of the University unless authority for such action is contained in these by-laws or is provided for in the budget or is specifically granted by the Board or a standing committee thereof.

**6. University Statutes.**—The Board may enact, amend, or repeal statutes for the organization and proper management of the educational affairs of the University.

**7. Amendments.**—These by-laws may be amended or repealed at any regular meeting of the Board, previous notice of the general nature of any proposed amendment having been given at a regular meeting before the meeting at which action thereon shall be taken.

**8. Changes in Articles of Incorporation.**—The Articles of Incorporation may be amended at any regular meeting of the Board by the affirmative vote of a majority of the Trustees in office. Previous notice of the general nature of any proposed amendment shall be given at a regular meeting of the Board before the meeting at which action thereon shall be taken. A copy of the proposed amendment shall be transmitted

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by mail to each Trustee at least five days before the meeting at which action thereon is to be taken; but this requirement shall not prevent modification of the proposed amendment at the meeting and its adoption as so modified.

9. *Former By-Laws.*—All former by-laws are hereby repealed.

# THE STATUTES OF THE UNIVERSITY

[ENACTED BY THE BOARD OF TRUSTEES]

1. *The University* includes the Schools, the Divisions, and the College; the University Library, the University Press, the University Clinics, and the University Extension.

2. *The Schools and the Divisions* include:

a) The Divinity School; the Ogden School of Science, which consists of the Division of the Physical Sciences and the Division of the Biological Sciences; the School of Medicine of the Division of the Biological Sciences; the Law School; the School of Business; the School of Social Service Administration; and the Graduate Library School.

b) The Division of the Humanities, the Division of the Social Sciences, the Division of the Physical Sciences, and the Division of the Biological Sciences.

3. *The University Press* is responsible for the publication and distribution of books and journals issued under the imprint of the University. The Press is comprised of the Publication and Printing Divisions. The Editor of the Press shall be in charge of the Publication Division and, with the assistance of the Manager of Publications, shall have general responsibility for publication as well as for general editorial work. The Editor shall be subject to the jurisdiction of the Board of University Publications as provided in Statute 14, Article IX, and shall be responsible through the Dean of Faculties to the Chancellor of the University. The Head of the Printing Division shall be responsible through the business officers of the University to the Vice-President in Charge of Business Affairs.



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4. *The University Clinics* include the Albert Merritt Billings Hospital, the Bobs Roberts Memorial Hospital for Children, The Country Home for Convalescent Children, The Chicago Lying-in Hospital and Dispensary, the Max Epstein Dispensaries, and the Nathan Goldblatt Memorial Hospital. The Argonne Cancer Research Hospital is operated by the University for the Government in conjunction with the hospitals and clinics here mentioned.

5. The Office of the Chancellor of the University shall consist of:

a) The Chancellor, who shall be the principal officer of the University.

b) The President, who shall be responsible to the Chancellor for the educational operations of the University.

c) The Vice-President, who shall be Dean of Faculties.

d) The Vice-President, who shall be in charge of Business Affairs.

e) The Secretary of the University, who shall be in charge of Development and Public Relations.

f) The Assistant to the Chancellor.

g) Such other officers as shall from time to time be recommended by the Chancellor and appointed by the Trustees.

It shall be the duty of the Chancellor to organize and distribute the responsibilities relating to the management of the University among the above officers.

6. *The Chancellor* of the University is the executive head of the University in all its departments, exercising such supervision and direction as will promote the efficiency of every department. He is the presiding

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officer of all Ruling Bodies. He is the official medium of communication between the Faculties and the Board of Trustees, and between the students and the Board of Trustees; he makes appointments to the academic and non-academic staff of the University (except as the appointive power is reserved to the Board or its elective officers) under such regulations as may be adopted from time to time by the Board, and reports them to the Board of Trustees; he is responsible for carrying out all measures officially agreed upon by the Faculties in regard to matters committed to them by the Board, and such measures concerning the administration of the University as the Board of Trustees may enact. He makes an annual report to the Senate.

7. (a) *The President* of the University is responsible to the Chancellor for the educational operations of the University. He performs such other duties as may be prescribed by the By-Laws, the Statutes, the Chancellor, or the Board of Trustees.

b) *The Vice-President and Dean of Faculties* co-operates with the President in the conduct of the internal educational administration of the University; in the supervision of the Deans of the Schools, Divisions, and Colleges, and the Dean of Students, in the arrangement and approval of work, vacations, and extra vacation credits for members of the Faculties; and in the arrangement of full-time appointments. He is also responsible to the President for the preparation and operation of the budget.

8. *The Deans.*—The Divisions, the Schools, and the Colleges each shall have at least one Dean. Each Dean administers his School, Division, or College, under the supervision of the President and the Vice-

## THE UNIVERSITY OF CHICAGO

President and Dean of Faculties; is empowered to act as the executive officer and representative of his Faculty; and, with regard to educational policy, to take the initiative in proposing plans to the Faculty, and to carry into effect plans adopted by the Faculty.

When the Dean of a Division, School, or College is to be appointed, the Faculty shall elect a committee whose duty shall be to confer with the Chancellor or the President or the Vice-President and Dean of Faculties, to ascertain the suggestions and preferences of the Faculty members and to make a list of candidates.

The Dean shall be appointed by the Chancellor under such regulations as may be adopted from time to time by the Board after the Chancellor has requested and received suggestions from the committee concerning their list of candidates and the list he himself has under consideration. Each member of the Faculty shall have the privilege of communicating his preferences or criticisms of candidates directly to the Chancellor or the President or the Vice-President and Dean of Faculties, or to the members of the committee.

The period of appointment of a Dean shall be five years, and at the end of each period the appointment shall be reviewed in the manner prescribed for the original appointment.

9. *Dean of Students of the University.*—In addition to the Deans provided for in the foregoing statute, there shall be a Dean of Students of the University. Under the supervision of the President and the Vice-President and Dean of Faculties, he co-ordinates the University's relations with students, including admissions, recording and reporting, health service, physical edu-

## STATUTES

cation and athletics, the educational and social supervision of residence halls and clubhouses, the direction of social affairs, the control of student organizations and publications, vocational guidance and placement, student aid, the administration of fellowships and scholarships, and student advisory service in the College, the Divisions, and the Schools. He is an *ex officio* member of all committees on the curriculum in the College, the Divisions, and the Schools.

10. *The Dean of the Rockefeller Memorial Chapel*, in co-operation with the Chancellor and the President, and other officers, studies and proposes methods of promoting the religious life of the University, and the harmony and efficiency of its religious and benevolent organizations; he also serves as needed in religious exercises and ministers as a pastor. Religious services are maintained by the University in one of its chapels both on Sunday and during the week.

11. *The University Examiner* shall have general responsibility for the formulation, testing, and administration of entrance, placement, scholarship, and comprehensive examinations, in the College and the Divisions, and, by invitation, in the Professional Schools. He shall be an *ex officio* member of all committees on the curriculum in the College and the Divisions. He shall assist the Board of Examinations in the framing of policies.

12. *Directors*.—The University Library is under the general charge of a Director. Under the appropriate Dean, the Observatory and the Institutes are each under the general charge of a Director. Under the supervision of the Dean of Students there are a Director of Men's Physical Education and Athletics,



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a Director of Women's Physical Education and Athletics, and a Director of the Student Health Service.

13. (a) *The Members of the University Faculties* are classified as follows: Professor, Associate Professor, Assistant Professor, and Instructor. Every person holding one of these titles shall be a member of the Faculty with status as defined in this Statute.

The procedure in making appointments and in determining tenure and promotion of members of the faculties shall be as follows:

(1) *Instructors*: The normal period of appointment as instructor shall be one year. When an instructor is not to be reappointed for a second, third, or fourth year, terminal notice shall be given to him not later than March 15. When an instructor has been reappointed three times, the Department, or the College, or the School shall review the case and recommend to the appropriate Dean that the instructor be notified of the Dean's decision not later than December 15 either (a) that he will be promoted at the end of his fourth year, or (b) that he will not be reappointed at the end of his term of appointment. Persons whose appointive year ends at other dates than June 30 or September 30 will be given comparable notice.

(2) *Assistant Professors*: The normal term of appointment of an assistant professor shall be three years. In the third year of the first appointment the Department, or the College, or the School shall review the case and recommend to the appropriate Dean that the assistant professor be notified of the Dean's decision not later than December 15 either (a) that he will be reappointed for a second term of not more than three years, or (b) that he will not be reappointed at the end of his first term of appointment. When an as-

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sistant professor has been reappointed for a second term of three years, or in the sixth year of appointment, the Department, or the College, or the School shall review the case and recommend to the appropriate Dean that the assistant professor be notified of the Dean's decision not later than December 15 either (a) that he is to be promoted at the completion of his term of appointment, or (b) that he will not be reappointed at the end of his term of appointment. Persons whose appointive year ends at other dates than June 30 or September 30 will be given comparable notice.

(3) *Associate Professors and Professors:* Normal appointment to the rank of professor or associate professor, except in the case of an associate professor brought from another institution, shall be with indefinite tenure.

(4) These provisions shall apply to those members of the staff appointed after July 9, 1940.

At the end of the term of appointment the connection with the University of any member of the Faculties ceases unless he be reappointed. During his term of appointment a member of the Faculties should not engage in business or professional activities encroaching upon his University obligations; and before undertaking a continuing extra-University activity which might interfere with his obligations, a Faculty member should obtain the consent of the appropriate Chairman or Director, and Dean. All officers of instruction and government are subject to removal for inadequate performance of duty or for misconduct.

(b) *Research Associates and Associates.* Research associates shall not by virtue of that status (regardless

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of courtesy rank) be members of the University Faculty to which they are attached. They are classified as follows: Research Associate (Professor), Research Associate (Associate Professor), Research Associate (Assistant Professor), Research Associate (Instructor), and Research Associate. The normal period of appointment of research associates shall be one year, and reappointments may be made. Associates of Departments and Schools may be appointed to designate courtesy relationships. At the end of the term of appointment the connection with the University of any research associate or associate ceases unless he be reappointed.

### STATUTE 14

#### THE ORGANIZATION AND POWERS OF THE UNIVERSITY SENATE AND THE RULING BODIES

##### GENERAL STATUTE

All advisory, legislative, and administrative powers in the University concerning its educational work, except those vested in the Chancellor by the Board of Trustees, shall be exercised by, or be under the authority of, the Ruling Bodies specified in this Statute, according to their respective jurisdictions as herein defined.

##### ARTICLE I. THE UNIVERSITY RULING BODIES

*The University Ruling Bodies* shall consist of:

The Council of the University Senate.

The Faculty of the College.

The Faculty of the Division of the Biological Sciences, including the School of Medicine.

The Faculty of the Division of the Humanities.

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The Faculty of the Division of the Physical Sciences.

The Faculty of the Division of the Social Sciences.

The Faculty of the School of Business.

The Faculty of the Divinity School.

The Faculty of the Graduate Library School.

The Faculty of the Law School.

The Faculty of the School of Social Service Administration.

The University Boards.

### ARTICLE II. PROVISIONS COMMON TO SEVERAL RULING BODIES

#### SECTION 1. *Constitution.*—

a) Membership in the Faculty of a School, Division, or College with voting privileges shall be extended to all persons listed in Statute 13(a) who are appointed on a full-time basis in the University for at least a year under any of the types of appointment listed in Statute 16, and one-third of whose work for the current year is in the School, Division, or College in question.

b) A faculty member on full-time service in the University for at least a year under any of the types of appointment listed in Statute 16 may, if specifically appointed, hold joint membership with voting privileges in more than one faculty on the basis of less than one-third service.

c) Research Associates, Lecturers, and Assistants who are appointed for at least one year to give service in the College, in a particular Division or School, may attend the meetings and take part in the deliberations of its Faculty, but shall not vote.

d) Vacancies in the places of *ex officio* representatives in any Ruling Body may be temporarily filled by persons appointed by the Chancellor.



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e) The Chancellor shall be the presiding officer of each Ruling Body or, if he be not present, the President, an academic Vice-President, the Dean of Faculties, or a Dean or other member of the Ruling Body may be appointed by the Office of the Chancellor to serve in the Chancellor's stead.

f) The Chancellor shall appoint a Secretary of the Faculties who shall act as Secretary of each Ruling Body.

### SEC. 2. *Jurisdiction and Powers.*—

a) Each Faculty shall have general legislative power over all matters pertaining to its own meetings, and to the admission requirements, curricula, instruction, examinations, grading, and degrees in its own School or Division, and these powers of each Faculty shall be exclusive and final, except as otherwise specifically provided in Article IV, Section 3, of this Statute.

b) Meetings of any Faculty may be called by the Dean, and shall be called by the Dean at the request of such proportion of the Faculty as shall be fixed by the Faculty.

## ARTICLE III. THE UNIVERSITY SENATE

SECTION 1. *Constitution.*—The Senate shall consist of: (a) Professors, (b) Associate Professors, (c) and Assistant Professors who have completed three years' full-time service on academic appointments, (d) the Chancellor, (e) the President, (f) the Vice-Presidents, and (g) the Dean of Faculties.

### SEC. 2. *Powers.*—

a) The Senate shall meet not less than once a year to hear a report from the Chancellor and to discuss matters of University interest.

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b) The Chancellor may call special meetings of the Senate, and he shall call such special meetings on vote of the Council or on petition of one-tenth of the members of the Senate.

c) The Senate shall elect a Council as provided in Article IV, Section 1.

### ARTICLE IV. THE COUNCIL OF THE UNIVERSITY SENATE

SECTION 1. *Constitution.*—The Council of the University Senate shall consist of fifty-one elected members chosen by the Senate from its membership by the Hare System of Proportional Representation. The Chancellor, the President, and the Dean of Faculties shall be members without vote, save that the Chairman may vote to break a tie. These officers shall serve as Chairman or Vice-Chairman in the order listed, and if none of these be present another academic Vice-President or a Dean of a Division shall preside. Nominations shall be made and elections shall be held each year to elect seventeen regular members to serve for a term of three years from November 1, to replace the seventeen whose terms expire on October 31. Candidates shall be placed in nomination by three or more members of the Senate. The retiring members, regardless of the length of terms served, shall be ineligible for re-election until the lapse of one year. Vacancies shall be filled, in accordance with the Rules of Procedure of the Council, at the time of the annual elections.

SEC. 2. *Meetings.*—The Council shall meet once a month in the Autumn, Winter, and Spring Quarters, or oftener at the call of the Chancellor or of such proportion of its membership as it shall determine.

## THE UNIVERSITY OF CHICAGO

### SEC. 3. *Jurisdiction and Powers.*—

a) The Council shall be the supreme academic body of the University, having all legislative powers except concerning those matters reserved to the Board of Trustees, the Office of the Chancellor, or the other Ruling Bodies. In particular, it shall have such jurisdiction over (1) matters affecting more than one Ruling Body, and (2) any action of any Ruling Body which substantially affects the general interest of the University. Questions of jurisdiction between the Chancellor and the Council shall be decided by the Board of Trustees. Questions of jurisdiction between the Council and other Ruling Bodies shall be decided by the Chancellor. The competence of the Council shall extend to the Institutes, the Laboratory School, and other educational and research organizations of the University not defined as Ruling Bodies and not subordinate to a Ruling Body in the same way that competence applies to the Ruling Bodies.

b) Actions of Ruling Bodies within the jurisdiction of the Council shall be referred to the Council, through the Committee of the Council, at the first Council meeting following the action, and shall not be effective until that meeting of the Council. At such meeting the Council may approve or disapprove such action, or direct that such action be stayed until further order of the Council.

c) The Council shall act by vote of the majority (but not less than twenty) of the members in attendance.

d) The Chancellor or any member of the Council may initiate legislation in the Council. Any Ruling Body may lay before the Council action of any other Ruling Body which it desires the Council to consider.

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*e)* The Chancellor shall not give effect to proposals on matters within the jurisdiction of the Council without the approval of the Council, but the Chancellor may submit the action of the Council to the Board of Trustees. Any action so referred to the Board of Trustees shall be accompanied by such report or reports as the interested parties may prepare and transmit to the Board of Trustees through the Chancellor. The interested parties may, at their request, meet with the appropriate committee of the Board of Trustees. The decision of the Board of Trustees shall be final.

*f)* Either the Chancellor or the Council may make recommendations to any Ruling Body concerning matters within the jurisdiction of the latter.

*g)* The Chancellor may within a reasonable time before the next regular meeting of the Council disapprove any action of the Council (including action disapproving the action of a Ruling Body), and upon such disapproval the action shall be reconsidered by the Council before becoming effective. Approval by the Council of such action upon reconsideration shall constitute reference of the action to the Board of Trustees. The decision of the Board of Trustees shall be final. Any action so referred to the Board of Trustees shall be accompanied by such report or reports as the interested parties may prepare and transmit to the Board of Trustees through the Chancellor. The interested parties may, at their request, meet with the appropriate committee of the Board of Trustees.

*h)* The Chancellor or the Council may invite any person not a member of the Council to attend a meeting of the Council, with the right to speak, but not to vote.



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## ARTICLE V. THE COMMITTEE OF THE COUNCIL

SECTION 1. *Constitution.*—The Committee of the Council shall consist of seven members of the Council chosen annually by the Council by the Hare System of Proportional Representation. Deans shall not be eligible for election to the Committee. Members of the Committee shall be eligible for re-election provided they are members of the Council. The Chancellor and the President shall be members of the Committee, without vote, and shall be Chairman and Vice-Chairman, respectively. Vacancies in the elected membership shall be filled as provided by the Council. The Committee shall elect a spokesman who shall be the channel of communication between the Committee and the Council.

SEC. 2. *Powers.*—The Committee may concern itself with all matters of educational policy within the jurisdiction of the Council. All matters to be presented to the Council for action shall first be laid before the Committee, which shall report its opinion upon them to the Council through its spokesman. At the Committee's request it may meet with the appropriate committee of the Board of Trustees.

SEC. 3. *Meetings.*—The Committee shall meet every two weeks during the Autumn, Winter, and Spring Quarters, or oftener at the call of the Chancellor or of such proportion of its membership as it shall determine.

SEC. 4. The Chancellor shall keep the Committee informed as far as practicable on all matters of general University interest.

SEC. 5. Subcommittees of the Committee of the Council shall be appointed by the Chancellor in consultation with the spokesman.

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### ARTICLE VI. THE FACULTIES OF THE DIVISIONS

SECTION 1. *Constitution.*—The Faculty of each Division shall consist of:

- a) The Chancellor.
- b) The President.
- c) A Vice-President.
- d) The Dean of Faculties.
- e) The Dean of the Division.
- f) The Dean of Students of the University.
- g) The University Examiner.
- h) The Director of the University Library.

i) Officers of instruction, as defined in Article II, Section 1, *a* and *b*, in such Departments and Institutes as the Chancellor may assign to the Division.

#### SEC. 2. *Jurisdiction and Powers.*—

a) The Faculty of each Division shall have control of the work of the Division and of recommending candidates for the Master's and Doctor's degrees, and for the Bachelor's degree in the Division of the Physical Sciences with the jurisdiction and powers defined in Article II, Section 2.

SEC. 3. *The Faculty of the School of Medicine of the Division of the Biological Sciences.*—The Faculty of the School of Medicine of the Division of the Biological Sciences shall consist of the Chancellor, the President, a Vice-President, the Dean of Faculties, the Dean of the Division of the Biological Sciences, and members of the Division of the Biological Sciences, part of whose work is in the School of Medicine. This Faculty shall recommend candidates for the degree of M.D.

# THE UNIVERSITY OF CHICAGO

## ARTICLE VII. THE FACULTIES OF THE SCHOOLS

SECTION 1. *Constitution.*—The Faculty of each School shall consist of:

- a) The Chancellor.
- b) The President.
- c) A Vice-President.
- d) The Dean of Faculties.
- e) The Dean of the School.
- f) The Dean of Students of the University.
- g) The University Examiner.
- h) The Director of the University Library.
- i) Officers of instruction, as defined in Article II, Section 1, *a* and *b*, in each School.

SEC. 2. *Jurisdiction and Powers.*—The Faculty of each School shall have jurisdiction and powers defined in Article II, Section 2. Candidates may be recommended for the following degrees:

- a) In the Divinity School: D.B., A.M., and Ph.D.
- b) In the Law School: LL.B., LL.M., J.D., and J.S.D.
- c) In the School of Business: A.M., M.B.A., and Ph.D.
- d) In the School of Social Service Administration: A.M. and Ph.D.
- e) In the Graduate Library School: B.L.S., A.M. and Ph.D.

## ARTICLE VIII. THE FACULTY OF THE COLLEGE

SECTION 1. *Constitution.*—The Faculty shall consist of:

- a) The Chancellor.
- b) The President.
- c) A Vice-President.
- d) The Dean of Faculties.

## STATUTES

- e) The Dean of Students of the University.
- f) The University Examiner.
- g) The Director of the University Library.
- h) The Dean of the College, the Associate and Assistant Deans of the College, the Dean of Students in the College, and the Advisers in the College.

i) The Chairmen of Departments which offer courses in the College, the Director of Physical Education for Men, the Director of Physical Education for Women, and the Director of Student Health Service, as members *ex officio* without votes unless qualified under Article II, Section 1, *a* or *b*.

j) Officers of instruction in the College as defined in Article II, Section 1, *a* and *b*.

SEC. 2. *Jurisdiction and Powers*.—The Faculty shall have control of the work in the College and of recommending candidates for the Bachelor's degree, with the jurisdiction and powers defined in Article II, Section 2.

### ARTICLE IX. THE UNIVERSITY BOARDS

SECTION 1. *List of Boards*.—There shall be the following University Boards:

- a) The Board of Examinations.
- b) The Board of the Library.
- c) The Board of Radio.
- d) The Board of University Publications.

SEC. 2. *Constitution*.—The various Boards shall consist of the following members:

- a) The Chancellor.
- b) The President.
- c) One other member of the Office of the Chancellor.



## THE UNIVERSITY OF CHICAGO

d) Administrative officers in charge of any of the activities controlled by the Boards as *ex officio* members of the appropriate Board.

e) Not fewer than six nor more than fourteen members appointed by the Board of Trustees on the nomination of the Chancellor. All appointed members shall be appointed for one year, but members may be eligible for reappointment except that no appointed member's term may exceed four years of consecutive service.

f) The Chancellor shall annually designate one of the appointed members of each Board to act as presiding officer in his absence.

### SEC. 3. *Jurisdiction and Powers.*—

a) Each University Board shall have policy-making powers, not specifically reserved to a Faculty by this Statute, within its appropriate domain.

b) The Secretary of the Faculties shall send an abstract of all important actions of each University Board to the Faculties concerned and to the Council of the University Senate.

c) Any action of a University Board affecting another Ruling Body or the general interest of the University may be altered or reversed by the Council of the University Senate.

d) Action under c) may be requested by any Ruling Body.

e) Each Board concerned shall be given an opportunity to be heard by the Council of the University Senate, through representatives appointed by it for that purpose, before final action is taken under c), preceding. The operation of Board actions may, however, be suspended meanwhile, in the discretion of the Council of the University Senate.

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## ARTICLE X. DEPARTMENTS

SECTION 1. *Constitution.*—A Department shall consist of members of any Faculty, as defined in Article II, Section 1, *a*, other than the Faculty of the College, regularly appointed to give instruction at the divisional level in one of the well-recognized divisions of study and investigation. A member of the Faculty who gives no instruction at the divisional level in the field of a Department is not a member of the Department in the absence of an agreement by the Department to the contrary. Members of the Faculty giving instruction in the same field in a Division and in the College should make suitable arrangements for the discussion of common problems.

### SEC. 2. *Powers and Organization.*—

*a)* The Department as a body, or by such constitutional procedure as it may corporately determine, subject to the general Statutes of the University, shall determine from time to time the general policy and work of the Department and include among its duties: the duty of determining in consultation with the Dean of the School, Division, or College in which the Department may be established the program of studies offered by the Department; the candidacy of students for higher degrees; the examination of candidates for higher degrees; the filing of theses for higher degrees; the duty of editing the departmental journal, if any be edited; of determining the policy of the departmental library; and of providing for the examination and acceptance of theses for higher degrees.

*b)* The administration of the Department shall ordinarily be conducted through a Chairman, who

## THE UNIVERSITY OF CHICAGO

shall be appointed by the Chancellor from the Department to serve for not to exceed three years, at the end of which period a new Chairman shall be appointed or the same one reappointed. In making an appointment or reappointment of a Chairman, the Chancellor shall notify the Department of the vacancy, request the Department to make suggestions as to a Chairman, and give it opportunity to submit such suggestions.

c) In the case of a large Department a secretary shall normally be appointed by the Chancellor from the Department to aid in the work of administration.

d) The Chairman, or in the absence of the Chairman, the executive officer, shall preside at all meetings of the Department. A meeting of the Faculty of each Department shall be held at least once a quarter. Other meetings may be called by the Chairman, and shall be called by the Chairman at the request of such proportion of the Faculty as shall be fixed by the Faculty. The Chairman is empowered to act as executive officer and representative of his Faculty, and, with regard to educational policy, to take the initiative in proposing plans to his Faculty, and to carry into effect plans adopted by his Faculty. He shall be the official representative of the Department in all official communications with the Chancellor and the President and with other officers and Boards of the University, and also in all departmental communications with students.

### ARTICLE XI. INSTITUTES

SECTION 1. *Constitution.*—An Institute is an organizational unit of the University engaged in research and advanced instruction; it does not recommend candidates for degrees. The voting members of an

## STATUTES

Institute shall consist of members of any Faculty or Faculties, as defined in Article II, Section 1, *a*, regularly appointed to conduct research under the auspices of the Institute. Persons who are not Faculty members are not voting members of an Institute in the absence of decision by the Faculty members of the Institute to the contrary.

### SEC. 2. *Powers and Organization.*—

*a)* The voting members of an Institute, subject to the general Statutes of the University, shall determine from time to time the general policy and work of the Institute.

*b)* The administration of the Institute shall ordinarily be conducted through a Director, who shall be appointed by the Chancellor from the Institute to serve for a term of not to exceed three years, at the end of which period a new Director shall be appointed or the same one reappointed. In making an appointment or reappointment of a Director, the Chancellor shall notify the Institute of the vacancy, request the Institute to make suggestions as to a Director, and give it opportunity to submit such suggestions.

*c)* In cases in which the burden of administrative duties requires it, an administrative assistant shall be appointed by the Chancellor on recommendation of the Director, not necessarily from the Faculty.

*d)* The Director, or in the absence of the Director, a voting member of the Institute delegated by him shall preside at all meetings of the Institute. A meeting of the voting members of each Institute shall be held at least once a quarter. Other meetings may be called by the Director and shall be called by the Director at the request of such proportion of the voting membership as shall be fixed by the voting



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membership. The Director is empowered to act as executive officer and representative of his Institute and to take the initiative in proposing plans to his Institute and to carry into effect plans adopted by his Institute. He shall be the official representative of the Institute in all official communications with the Chancellor and the President and with other officers and Boards and Departments of the University.

### ARTICLE XII. AMENDMENTS

Amendments to this Statute may be recommended to the Board of Trustees in either of the following ways:

a) Amendments may be recommended to the Council of the University Senate by any Ruling Body, or the Council of the University Senate itself may propose them. An opportunity shall then be given to any other Ruling Bodies affected to make recommendations also upon the matter to the Council of the University Senate. By a majority vote the Council of the University Senate may recommend the proposed amendments, through the Chancellor, to the Board of Trustees for adoption. Should the Council of the University Senate be adverse, any Faculty may still have the matter presented, through the Chancellor, to the Board of Trustees by a two-thirds vote (a majority of the voting members of the Faculty in residence being present), in which case the Chancellor shall lay before the Board of Trustees a report stating the recommendations of all Ruling Bodies and the adverse action of the Council of the University Senate, with the reasons for each.

b) Upon call of the Chancellor, or at the request of the Council of the University Senate, or of any two Faculties, or of any one Faculty by a two-thirds vote,

## STATUTES

a joint meeting shall be held of all Faculties at which amendments may be recommended, through the Chancellor, to the Board of Trustees. The Council of the University Senate or any Faculty may dissent from these recommendations and may present, through the Chancellor, to the Board of Trustees a statement containing the reasons therefor.

15. *The Academic Year* is divided into four quarters, beginning with the Summer Quarter. The Autumn Quarter begins about October 1 and continues until the Christmas recess. The Winter Quarter begins about January 2; the Spring Quarter begins in late March; the Summer Quarter begins about the middle of June. The length of a quarter is from ten to twelve weeks.

16. *Work and Vacations for Members of the Faculties.*—Each member of the Faculty during each appointive year shall perform service (in instruction, research, and other activities) as may be recommended by the appropriate Dean and approved by the Chancellor. Work under such assignments shall be considered to be service in residence, and shall normally be performed within the University, but such service may be rendered outside the University when recommended by the Dean and approved by the Chancellor. Periods of freedom from assignment, when extended to one quarter or more, are considered to be out of residence unless otherwise specified in the Statutes.

a) *Three-quarter appointments:* Each Faculty member under this type of appointment shall perform service in residence during three quarters of his appointive year as may be recommended by the appro-

## THE UNIVERSITY OF CHICAGO

priate Dean and approved by the Chancellor. Compensation for such service is payable in twelve equal monthly installments annually. With the approval of the Chancellor a member of a Faculty may during a period not exceeding three years serve not to exceed nine quarters without regard to the number of quarters of service in a given appointive year.

*Accumulated "out-of-residence" status:* Instruction given in a quarter in excess of three required quarters of any year shall entitle a member of a Faculty, as may be arranged by the Chancellor, to (1) a proportionate increase in time out of residence at the rate of salary paid when the extra instruction was given, payable monthly during the extra time out of residence; or (2) an extra two-thirds pro rata salary, payable in the period of the extra instruction, except that in the case of members of the Faculty of a rank below that of Assistant Professor, an increased rate of compensation for extra instruction may be made with the consent of the Dean and the Chancellor.

With reference to extra accumulation of out-of-residence status, the following limitations are to be observed:

(1) Authority for the accumulation of extra leave on out-of-residence status by a member of a Faculty, up to a maximum of eight months, shall be vested in the Chancellor.

(2) The accumulation of such extra leave in excess of eight months shall be permitted only by action of the Board of Trustees.

*b) Four-quarter appointments:* When certain types of continuous service are required, a member of the Faculty may be appointed to serve during the four quarters (or equivalent thereof) of the academic year.

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Compensation shall be in twelve equal monthly installments. For persons appointed on this basis, the provisions of section (a) of this Statute with reference to out-of-residence privileges shall not apply. The different types of four-quarter appointments provided for are designated below by the symbol used in budget and appointment forms.

(1) **4 Q:** Four-quarter appointments requiring specified service in each quarter provided primarily for Research Associates on full-time assignment to research, may be given, when required by special circumstances, in the case of members of the Faculty assigned to teaching or administrative duties through four quarters of the year. Persons receiving this type of appointment shall be entitled to four weeks of vacation annually.

(2) **4 S:** This type of four-quarter appointment is provided for members of the staffs of the clinics and clinical Departments of the School of Medicine. Appointees are subject to the Divisional regulations on full-time service. Service in the classrooms, laboratories, and clinics, as may be approved by the Dean, is required throughout the appointive year, except that the appointee is entitled to four weeks of vacation annually. Fees charged for professional services shall be paid to the University, including income received for professional consultation and services outside the University.

Members of a Faculty who accept appointment under these conditions, and who have served thereunder eleven quarters or longer in the rank of Assistant Professor or higher, shall be entitled for each such eleven quarters of service to one full quarter out of residence, with pay at the salary in force when such



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leave is taken, except that under no circumstances may a member of the Faculty accumulate more than two quarters of leave in out-of-residence status and, when a second quarter of such leave has been accumulated, no further accumulation is permitted until at least one full quarter of such leave has been taken.

(3) **4 E:** This type of appointment is provided for members of the Faculty on full-time service but not assigned through four quarters to teaching, to clinical duties in the School of Medicine, or to administrative responsibilities, except that it shall be available to Chairmen, Deans, and members of the staff of the central administrative offices and shall be normally required for such officers. Vacations will normally be four weeks annually.

Members of the Faculty and administrative officers under such full-time appointment are in residence during four quarters of the appointive year unless out-of-residence status is approved by the Chancellor. It is expected that members of the Faculty on the 4 E appointment will have one quarter of each appointive year free from teaching or administrative duties to advance their research or other scholarly interests. All earned income in excess of \$500 per annum earned at any time within the appointive year, aside from University salary, shall be paid or credited to the University.

**17. Convocation.**—A Convocation is held at the end of each quarter, at which time degrees are conferred.

**18. Retiring Allowances.**

a) Any person in the service of the University and sixty-five years of age who holds the position of

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Chancellor of the University, President of the University, Director of the University Library, or Registrar of the University, and who has been for a period of fifteen years in the service of the University; and any person in the service of the University and sixty-five years of age, who has been, for a period of fifteen years in a rank not lower than Assistant Professor, a member of the teaching staff of the College, the Divisions, or Schools shall retire from the active service of the University at the end of the appointment year in which his sixty-fifth birthday occurs, unless the Board of Trustees specially continues his service (retention in service after the age of sixty-five shall as a rule be for one year at a time) on an annual allowance to be computed as follows:

(1) For fifteen years of service, 40 per cent of the average annual salary received during the five years immediately preceding the time of retirement.

(2) For each year of service beyond fifteen years, 2 per cent of the said average annual salary.

But no annual allowance shall exceed 60 per cent of the said average annual salary, nor shall it exceed \$3,000.

b) In the sole discretion of the University, the widow of any person in receipt of, or eligible to, a retiring allowance at the time of his death may be paid an allowance from time to time during the period of her widowhood in an amount not to exceed one-half of his allowance, provided she was his wife at the time of his retirement and had been his wife for not less than ten years before his death. Any such payment by the University shall be voluntary and without obligation.

c) During the period of her widowhood and provided her husband shall have served the Uni-

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versity for not less than ten years, the widow of a person eligible to participate in this retiring allowance plan shall, if she shall have been the wife of such person for not less than ten years immediately prior to his decease, be paid, in the sole discretion of the University, an annual allowance at a rate not exceeding \$50 for each completed year of the husband's service, provided, however, that no such allowance shall exceed \$1,500. This provision shall be effective on and after January 1, 1928, but shall be subject to modification or repeal in whole or in part at any time at the option of the Board of Trustees.

*d)* No right or claim under this Statute shall vest in, or accrue to, any person until a retiring allowance shall become due and payable under and in accordance with it; and the exercise of the right or power of the Board of Trustees to terminate the service, or reduce the salary, of any person shall not give to such person any claim or cause of action hereunder against the University.

*e)* The obligation of the University to pay retiring allowances shall be neither greater nor less than its obligation to pay salaries to persons in active service, so that if misfortune should compel a percentage of reduction of salaries, retiring allowances may be reduced in the same proportion.

*f)* Nothing in this Statute shall preclude the Board from granting other retiring allowances, or allowances on account of disability, to officers of administration or instruction, or their widows, where the term and character of service or the special circumstances of the case make the same appropriate, or from adding a term of years to the actual years of service of a person who enters the service of the Uni-

## STATUTES

versity as an Associate Professor or as one of higher rank.

g) The Board of Trustees retains the power to alter this Statute, but the alteration shall not have any effect as to persons of the class or rank mentioned in this Statute, paragraph (a) at the time of such alteration.

h) Persons entering the service of the University on or after January 1, 1922, and persons in its employ not having attained the rank of Assistant Professor on that date shall not thereafter be eligible to receive retiring allowances as hereinbefore provided.

**19. Contributory Retiring Allowances.**—(a) On and after January 1, 1922, the University will contribute toward the payment of premiums on an annuity policy for anyone in its service whose term of office in the University (as defined in paragraphs [c] and [d] of this Statute) began on or after January 1, 1922, who is entitled to participate in the Contributory Retiring Allowance Plan, in this Statute provided for, during the period of his service, an amount equal to 5 per cent of the regular annual salary paid to such person by the University up to a maximum amount of \$300 per annum and the said person shall contribute an equal amount for the same purpose. The term "salary" shall also include compensation received as an administrative officer but shall not include compensation for extra work, house-rent, or other perquisites.

b) Beginning July 1, 1944, the University will increase its maximum contribution from \$300 per annum to \$500 per annum as provided in paragraph (a) above for persons who wish to contribute a like amount for the same purpose.



## THE UNIVERSITY OF CHICAGO

c) The annuity policy referred to in this Statute shall be the nonparticipating, deferred annuity policy, Teachers' Retirement Plan, now issued by the Teachers' Insurance and Annuity Association of America, or an annuity policy issued by that association or by some other insurance company, but in all cases both policy and company shall be subject to approval by the Board of Trustees of the University.

d) The persons hereinafter designated shall be required to participate in the Contributory Retiring Allowance Plan described in this Statute:

(1) Persons appointed to the position of Chancellor of the University, President of the University, Director of the Library, Registrar of the University, and Director of the Home-Study Department.

(2) Full-time appointees with an academic rank not lower than Assistant Professor under the provisions of Statute 16.

(3) Persons appointed to full-time service as Research Associate (Professor), Research Associate (Associate Professor), and Research Associate (Assistant Professor).

e) Instructors appointed to full-time service under the provisions of Statute 16 in the University after two years of full-time service in the University in such rank shall be eligible to participate in said plan. Persons appointed to full-time positions as Research Associate (Instructor) likewise shall be eligible after two years of full-time service.

f) A person required to participate in the Contributory Retiring Allowance Plan shall be permitted to count toward his annual contributions the premiums concurrently paid by him on annuity policies provided both the policies and the companies shall be approved by the Board of Trustees of the University.

## STATUTES

g) In all cases the annuity policy or policies (referred to in [c] above) shall be deposited with the University and shall not be assigned, pledged, or surrendered without the consent of the University, so long as the University continues its contributions.

h) A person eligible to participate in the Contributory Retiring Allowance Plan shall retire from the service of the University at the end of his appointment year in which his sixty-fifth birthday occurs unless the Board of Trustees specially continues his service (retention in service after the age of sixty-five shall as a rule be for one year at a time). In no event shall the University continue its contribution beyond the end of the appointive year in which his sixty-fifth birthday occurs or after annuity payments begin, whichever is earlier, or after a person withdraws from the University, or after a person's relations with the University have been terminated by the Board of Trustees of the University.

i) Any person in the service of the University who entered such service prior to January 1, 1922, and who prior to that date attained therein a rank or position rendering him eligible in due time to participate in the Retiring Allowance Plan set forth in Statute 18, may, with the consent of the Board of Trustees of the University, and provided application for such transfer is made within three years from the above date, transfer to the Contributory Retiring Allowance Plan provided for in this Statute. In case of such transfer and in the event that the person shall remain in the service of the University, in a rank not lower than Assistant Professor, and a member of the teaching staff of the College, the Divisions, the School of Business, the Divinity School, the Graduate Library School, the Law School or the School of

## THE UNIVERSITY OF CHICAGO

Social Service Administration, until he has reached the age of sixty-five years, and shall until that date continue his contributions toward the payment of premiums on an annuity policy as in the Statute provided, then, the University will, upon his retirement, procure for or pay to him, in addition to the payments provided for in this Statute, a supplementary nontransferable annuity in an amount equal to the difference, if any, to his disadvantage, between the retiring allowance that would have been received under the provisions of Statute 18 and the annuity which shall be receivable under the policy taken out under the provisions of this Statute; and the University will procure for or pay to the widow of any person transferring to the Contributory Retiring Allowance Plan, an annuity of one-half of the amount of his supplementary annuity, as hereinbefore provided, during the period of her widowhood, provided she was his wife at the time of his death and had been his wife for not less than ten years before his death. Any person electing to transfer from the Retiring Allowance Plan to the Contributory Retiring Allowance Plan shall be entitled to the benefits and shall, except as herein otherwise provided, be governed by the provisions of the latter plan. Any person electing to transfer from the Retiring Allowance Plan to the Contributory Retiring Allowance Plan shall not thereafter be eligible to any of the benefits of the original Retiring Allowance Plan.

j) The obligation of the University to contribute toward the payment of premiums on annuity policies shall be neither greater nor less than its obligation to continue to pay salaries at any stated scale to persons in active service, so that if misfortune should compel a reduction of salaries, its contributions to-

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ward the payment of premiums may be reduced in the same proportion.

k) Nothing in this Statute shall preclude the Board of Trustees from including in the provisions of this Statute other persons in its employ than those described therein, or to make provision for transfer to this Contributory Retiring Allowance Plan by persons eligible on January 1, 1922, to participate in retiring allowances as provided for in Statute 18; nor from granting retiring allowances or allowances on account of disability to officers of administration or instruction, or their widows, where the term and character of service, or the special circumstances of the case make the same appropriate.

l) The University reserves to itself the right from time to time to modify, amend, or repeal this Statute, but in such event the provision already in force relating to any person under this Statute shall in no way be altered to his disadvantage except as provided in paragraph (j).

20. *Contributory Group Life Insurance.*—All persons entering the full-time service of the University, on and after March 1, 1929, shall be required as a condition of their employment to participate, when eligible, in the contributory group life insurance plan of the University.

21. *Patent Policy, etc.*—The University of Chicago's basic policies include complete freedom of research and the free, unrestricted dissemination of information. In view of these policies, the University will not profit financially from research by means of patents, royalties, or licensing agreements. Members of the staff will not be permitted to receive direct or indirect financial returns from patents based on work per-



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formed during the period of their employment by the University, or to make arrangements for such returns which take effect after such period. The University will co-operate with industrial organizations by conducting fundamental research projects financed by grants from such organizations, and will make research reports to the grantors, but it will retain the right to publication of the results. The University will not permit its name or the names of its investigators to be used in advertising.

**22. *The Unit of Instruction.***—The unit of instruction is the *course*. Provision is made for a minimum of one-fourth of a course and any multiple thereof. In the College the course is defined as one-fourth of the normal student load a quarter and calls for ten hours a week in and out of the classroom for the duration of the quarter. In the Divisions and the Professional Schools the course is defined as one-third of the normal student load a quarter and calls for four or five hours of classroom work or its equivalent during the quarter.

**23. *Fellowships.***—The Fellowships of the University are assigned on the ground of proficiency already attained in a given department. The Fellow whose stipend exceeds \$1,000 is not permitted while holding a fellowship to do work of any kind for which he receives remuneration, without the permission of the Dean of Students of the University.

**24. *Degrees.***—The degrees of Bachelor of Arts, Bachelor of Philosophy, Bachelor of Science, Bachelor of Social Service, Master of Arts, Master of Science, Master of Business Administration, Doctor of Philosophy, Bachelor of Divinity, Bachelor of Laws, Master of Laws, Doctor of Medicine, Doctor of Law

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(J.D.), and Doctor of Jurisprudence (J.S.D.) are conferred upon the recommendation of the several Faculties. None of these degrees will be conferred on a student who has done less than one year of resident work in The University of Chicago. The (honorary) degrees of Doctor of Divinity, Doctor of Music, Doctor of Laws, Doctor of Science, and Doctor of Humane Letters are conferred upon the recommendation of the Council of the University Senate. These degrees are granted only for specific achievements in such fields as scholarship, discovery, or administration. At the Convocation the Chancellor recites the specific ground upon which these degrees are conferred, and the recipients must be present in person.

25. All rules, regulations, and statutes heretofore adopted, inconsistent with these Statutes, are hereby repealed.

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