

I. Mission

The Technē Institute for Arts and Emerging Technologies fosters new work at the intersection of artistic expression and emerging technologies within the research and pedagogical mission of the University at Buffalo. The Institute is designed to support new and existing collaborations among the arts and technology through faculty grants; develop external sources of support; and to promote the arts at UB nationally and internationally through the presentation of new work, visiting artists, and strategic hires across multiple areas.

II. Leadership

1. Director

A. The Director is appointed by the Dean of the College of Arts and Sciences (CAS) for a two-year term. This term may be renewed under certain circumstances, but ordinarily each Director serves for a single term. It is expected that the directorship will rotate among departments. The Director will hold the rank of associate or full professor.

B. The Director reports to and is accountable to the Dean of CAS and a designated Associate Dean.

C. The Director executes Technē's policies and administers its affairs in regular consultation with the Executive Committee and Advisory Board. The Director is ordinarily responsible for: providing long-term vision and planning for Technē, including: fundraising; coordination with the Dean's office; collaboration with other relevant UB units, including the CFA, Humanities Institute, and UB Galleries, academic departments, among others; preparing the annual report required by the Dean's Office; supervising the staff; and completing staff assessments required by the University. The Director is also responsible for making budgetary decisions.

III. Staffing

1. The Technē office is staffed by a Senior Staff Administrator: Grants Manager. The Grants Manager is, at minimum, responsible for: research for grant opportunities related to faculty projects and on behalf of Technē at large; general administrative assistance to the Director and Program Director; scheduling, publicizing, and coordinating Technē events; maintaining the website and calendar; sending weekly emails to listservs; preparing budget spreadsheets; and responding to email and phone calls. This position may also be responsible for supervising future staff, graduate assistants, work-study students, and other personnel as required.

2. If necessary, these duties may be divided among additional personnel.

IV. Executive Committee

1. The Executive Committee consists of the Director, and at least five additional UB faculty members. Committee members must represent the three arts departments not already represented by the Director,

and two additional UB faculty members from related disciplines, such as Computer Science, Architecture, and Engineering, among others. Committee members are appointed by the Director in consultation with the designated Associate Dean. Executive Committee members generally serve staggered, renewable two-year terms. No more than three consecutive terms may be served by a single committee member.

2. The Executive Committee advises the Director, and is responsible for vetting applications for funding opportunities, suggesting and recruiting potential guest artists-in-residence, and advising on programming. The EC may also suggest and recruit members for the Advisory Board.

3. The Executive Committee meets at least once per semester. A simple majority of Executive Committee members must be present to constitute a quorum. Other business may be conducted via email.

4. Executive Committee members will suggest programming as requested by the Director and/or . Members of the Executive Committee will also take the lead in programming specific Technē-sponsored events, such as conferences, colloquia, visiting artists, performances, and workshops, among others. EC members will consult with the Director on Technē policies and programs; promote Technē's activities throughout the University and to the outside community; and assist with grant applications as appropriate. Proposals (with budget) for events may be submitted to the Director at any time.

5. Members of the Executive Committee may not apply for Faculty Fellowships or Technē-related funding.

6. Members of the EC may be asked to step down from the committee at the request of the Dean.

V. Advisory Board

1. The Advisory Board consists of individuals from outside UB with a demonstrated interest in the intersection of arts and technology. Members of the Advisory Board are invited by the Director or Dean of CAS, for staggered, renewable five-year terms. The Advisory Board meets at least once per year.

2. The Advisory Board is responsible for: advising the Director on fundraising and programming; helping to build partnerships with cultural organizations, both regionally and nationally; and raising the profile of Technē outside UB.

3. The Director, in consultation with the Dean, appoints one member to serve as Chair of the Advisory Board. The Chair is responsible for spearheading efforts to raise funds, promote Technē, and offering ideas for programming, including artists-in-residence.

VI. Faculty Fellowships

1. One of Technē's top priorities is to fund Faculty Fellowships, which include support for new and continuing projects at the intersection of arts and technology.

2. Applications for Faculty Project Grants are vetted by an ad hoc committee consisting of the Director and two or three tenured faculty members from across the Arts and relevant sciences at UB. Members are selected by the Director with consultation from the Executive Committee. The criteria for selecting Project Grants must be posted on the Technē website.

3. Each Faculty Fellowship recipient is, during the academic year of his or her project, responsible for: a public presentation on the funded project; as well as attendance at the presentations of the other Faculty

Fellows from their round of fellowships. Techne Fellows are also encouraged to suggest and participate in other events organized through Techne.

4. Policies for the evaluation of funding proposals are available as: "Faculty Fellowship Policies."

VII. Amendments

1. Amendments to these bylaws may be suggested by any member of the Executive Committee.
2. The Director must circulate proposed amendments to the Executive Committee via email at least one week before a meeting.
3. Amendments must be approved by a two-thirds majority of Executive Committee members present at a meeting. Votes are cast in person; proxy votes on amendments are not allowed. Amendments go into effect immediately upon their approval.

VIII. Compatibility

1. These bylaws are compatible with and subordinate to the College of Arts and Sciences bylaws, the University at Buffalo's Bylaws of the Voting Faculty, and the authority and policies of the Trustees of the State University of New York.

IX. Public Notice

1. These bylaws and all amendments must be posted on the Technē website.