

April 6, 1974

Director: Choice; Terms of Appointment; Duties and Responsibilities

1. Procedure in Selecting a New Director

The Board is prepared to receive the views of the Faculty in any way the Faculty chooses to offer them. Faculty views on the general characteristics desired in a Director, specific nominations, and faculty comments on nominees the Board is considering, are all welcome. Names of all candidates to whom the Board is giving serious consideration will be circulated to the Faculty in a timely way to allow for careful and thoughtful comment.

In particular, should the Faculty wish to express its collective opinion through a Committee, the special committee of the Board provided for in Article VI, Section 3 of the By-Laws, stands ready to meet with that Committee for full discussion. Nothing in these arrangements shall preclude Faculty members from offering their individual views.

2. Terms of Appointment

- (a) The Director shall be appointed for a term of ten years,

(b) The Director shall retire at 65 ^{at the end of the academic year} if he reaches that age ^{in which he reaches his} before the end of his term of appointment.

(c) During his term as Director, the Director shall not be a Professor or otherwise have the status of a Faculty member.

(d) After the completion of his service, the Director shall ^{be appointed} ~~be appointed to~~ permanent (professorial) member until he reaches the age of retirement. His salary and privileges ~~should be~~ ^{shall} ~~that of a professor, but it is understood that he would not~~ ^{those} be an official member of a School, nor vote in Faculty meetings.

3. Duties and Responsibilities

The Director shall be the chief academic and chief administrative officer of the Institute. In both capacities he shall be responsible to the Board.

As chief administrative officer, the Director shall be responsible for the physical and housekeeping arrangements of the Institute, and for reporting to the Board on their needs and costs. The Director shall be responsible for keeping before the Board the current and long-term financial situation of the Institute. In this connection, he shall prepare and present to the Board annually a budget. From time to time he shall report on the longer term financial needs and prospects of the Institute.

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In academic matters, the Director shall be responsible for seeing that the views of the Faculty on the operation and development of the Institute together with his own comments are communicated to the Board. He shall be particularly responsible for those matters which affect the Institute as a whole and fall outside the scope of the individual Schools. These include specifically the relative development of the several Schools, and the possibility or need for change in the scope and/or ^{academic} character of the Institute's activities. In exercising his ~~responsibilities as chief academic officer~~, he shall act in accordance with agreed procedures as to the role of the Faculty in the governance of the Institute.

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