BYLAWS

OF THE

UCLA ALAN D. LEVE CENTER FOR JEWISH STUDIES

Article 1
Name and Status

1.1. This organization shall be known as the “UCLA Alan D. Leve Center for Jewish Studies” (the “Leve Center”).

1.2. The Leve Center is associated with, and an integral part of, the UCLA College of Letters and Science, Division of Humanities at the University of California, Los Angeles (“UCLA”).

Article 2
Purpose of the UCLA Alan D. Leve Center for Jewish Studies

The Leve Center is an interdisciplinary research center focused on all aspects of Jewish history, religion, culture, and civilization in its broadest scope (“Jewish Studies”). The purpose of the Leve Center is to support UCLA faculty and student research in Jewish Studies, as well as bring this research to the broader UCLA community and the general public. The Leve Center achieves its purpose by (1) sponsoring programs, research projects, and diverse initiatives that promote Jewish Studies; (2) providing assistance and support to UCLA faculty to develop courses and undertake research in Jewish Studies; (3) providing UCLA student support through fellowships, research grants, and scholarships relating to Jewish Studies; and (4) supporting and facilitating collaborations with community partners, both within and beyond the greater Los Angeles area, relating to Jewish Studies.

Article 3
Participation in the UCLA Alan D. Leve Center for Jewish Studies

Section 3.1. Public programs sponsored by the Leve Center are open to any person interested in Jewish Studies, including UCLA faculty, students, staff, alumni, and the general public.
Section 3.2. Research and teaching support – including, but not limited to, scholarships, travel fellowships, and course-development stipends through the Leve Center – is restricted to faculty, staff, and students affiliated with UCLA.

**Article 4**

**Director of the UCLA Alan D. Leve Center for Jewish Studies**

Section 4.1. The Sady and Ludwig Kahn Director of the Leve Center (the “Director”) shall be responsible for, and have the authority to conduct, the operations of the Leve Center on a day-to-day basis consistent with its purpose of furthering Jewish Studies as set forth in these Bylaws.

Section 4.2. The Director shall be appointed by the Dean of Humanities (the “Dean”). The Director’s initial term shall be for three years, which may be extended and/or renewed at the discretion of the Dean, in consultation with the Faculty Advisory Committee. The Director must be a member of the UCLA Academic Senate while serving as Director.

Section 4.3. The Director oversees and is responsible for all aspects of the Center related to staffing and personnel, budgeting, management of programs, and general operations.

**Article 5**

**Faculty Advisory Committee**

Section 5.1. The Faculty Advisory Committee is the principal advisory body for the Director on programmatic matters and scholarship relating to the Leve Center and the accomplishment of its purpose of furthering Jewish Studies.

Section 5.2. The Dean of Humanities and the Director jointly shall appoint members of the Faculty Advisory Committee. Each appointment to the Faculty Advisory Committee shall be for a term of three years. Each appointee to the Faculty Advisory Committee must be a member of the UCLA Academic Senate while serving on the Faculty Advisory Committee. With the joint consent of the Dean and the Director, an appointee to the Faculty Advisory Committee may continue to serve for successive three-year terms.

Section 5.3. The Director may establish additional committees of the Leve Center, with such areas of responsibility as the Director may determine, including, but not limited to, selection committees, special project committees, and search committees. The Director shall appoint the members of such additional committees [from the Faculty Advisory Committee] and designate the terms of such appointees.

Section 5.4. The Faculty Advisory Committee shall make recommendations to the Director regarding: programs and activities, funding priorities, research and teaching initiatives, and community collaborations by the Leve Center. The Faculty Advisory Committee will receive an annual update on budget allocations.

Section 5.5. Each member of the Faculty Advisory Committee will be responsible for (1) hosting and/or organizing at least one program in Jewish Studies per year; (2) serving on at least one additional committee established by the Director; (3) interacting with the Community Advisory
As of 10/8/2015

Board and attending at least one Community Advisory Board meeting and/or endowment dinner per year; and (4) reviewing applications for major co-sponsored events, significant external requests for funding, and student scholarship proposals; and (5) determining major programs, speakers, conferences, and other activities of the Leve Center.

Article 6
Community Advisory Board

Section 6.1. The Community Advisory Board shall provide guidance to the Director on strategic issues affecting the Leve Center and receive an annual update on budget allocations of the Leve Center. The Community Advisory Board may suggest programs and activities to be organized by the Leve Center and, if approved by the Director and/or Faculty Advisory Committee, may facilitate raising funds to support such programs and initiatives. The Community Advisory Board shall also make recommendations of any increase in classes of membership of the Community Advisory Board. The Community Advisory Board shall serve as a liaison with the greater Los Angeles Community, as well as the broader Jewish Community, including, but not limited to, institutions, philanthropic organizations, charitable foundations, and synagogues. The Community Advisory Board shall meet at least twice a year.

Section 6.2. Members of the Community Advisory Board shall be appointed at the discretion of the Director and in consultation with the Dean of Humanities and current members of the Advisory Board. Each member of the Advisory Board shall serve for a term of three years, and may upon approval of the Director, continue to serve for successive three-year terms.

Section 6.3. In order to serve as a member of the Community Advisory Board, an individual must provide support to the Leve Center at a level not lower than $5,000 annually. This requirement can be met through contributions made by persons and/or organizations solicited by the Board member or through a personal contribution. In addition, at the discretion of the Director, individuals may be appointed as "Honorary" members of the Community Advisory Board without, directly or indirectly, meeting the annual support requirement. At the discretion of the Director, members of the Community Advisory Board may vote on how to allocate the combined annual financial commitment, directly or indirectly, provided to the Leve Center based on needs identified by the Director.

Section 6.4. The Chair of the Community Advisory Board shall be appointed by the Director, in consultation with the Dean of Humanities, for an initial three-year term, and may continue to serve for successive three-year terms as determined by the Director in consultation with the Dean. Upon consultation with the Chair of the Community Advisory Board and Dean, the Director may establish additional boards [consisting of members of the Advisory Board] for special purposes as determined by the Director and appoint the members thereof.

Section 6.5. The Community Advisory Board and any additional boards established by the Director shall function in an advisory and consultative capacity to the Director. Neither the Community Advisory Board nor any additional boards established by the Director shall have voting powers on matters of programmatic content, teaching, research, or funding (except as explicitly provided in Section 6.3 of these Bylaws), which matters (subject to the overall supervisory powers of UCLA) are the sole responsibility and within the purview of the Director and the Faculty Advisory Committee.
Article 7
Affiliated Faculty

Section 7.1. Affiliation with the Leve Center is open to all faculty at UCLA, including, but not
limited to, ladder and non-ladder faculty.

Section 7.2. Faculty members who desire to be considered for affiliation must submit a CV
and statement of research and teaching in Jewish Studies to the Faculty Advisory Committee. The
Faculty Advisory Committee and Director will vote on all applications for affiliation. The criterion
for determining affiliation is whether the faculty member teaches and undertakes research in any
field of Jewish Studies. A simple majority vote and/or consent of the Faculty Advisory Committee
[and concurrence of the Director] is required for affiliation.

Section 7.3. Once approved, a faculty member is considered affiliated with the Leve Center
for the duration of his/her tenure at UCLA. Emeriti faculty are eligible to maintain their affiliation.
An affiliated faculty member may annul his/her affiliation at any time through written request to
the Director.

Section 7.4. Affiliated faculty, along with their relevant publications and courses, are listed
on the Leve Center’s website, newsletter, and other publications of the Leve Center. Affiliated
faculty are encouraged to organize programs and undertake research and teaching activities
supported by the Leve Center. The Leve Center’s website and publications will feature articles and
news about the research, teaching, and service of its affiliated faculty and students.

Article 8
Meetings

Section 8.1. The Faculty Advisory Committee shall convene not less frequently than twice
per year. Minutes will be kept for each meeting and circulated at the subsequent meeting for
approval.

Section 8.2. The Community Advisory Board shall convene not less frequently than twice
per year. Minutes will be kept for each meeting and circulated at the subsequent meeting for
approval.

Section 8.3. Fifty-one percent of the members of the Faculty Advisory Committee shall
constitute a quorum for the transaction of any business other than changes or amendment of these
Bylaws. Faculty Advisory Committee members may participate remotely in meetings and be
counted as part of a quorum. Every act or decision made by a majority of the members of the
Faculty Advisory Committee at a meeting at which such a quorum is present shall be deemed to be
an act of the Faculty Advisory Committee with the exception that changes or amendments to these
Bylaws require the affirmative approval of two-thirds of Faculty Advisory Committee members by
vote and/or written consent.
Article 9

Finances and Supervisory Powers

Section 9.1. The fiscal year of the Leve Center shall commence on July 1 and shall end on June 30 of the following year.

Section 9.2. Fiscal commitments and disbursements shall be in accordance with the policies of UCLA Business and Finance published procedures, the UCLA Foundation, and the College of Letters & Science.

Section 9.3. The University Treasurer, The University Auditor, the Chancellor or UCLA Audit and Advisory Services shall be authorized to receive from the Leve Center any information, records, or photocopies of transactions relating to the Leve Center's accounts at UCLA in addition to all other records and documents of the Leve Center.

Section 9.4. The Leve Center shall deposit all charitable contributions and gifts and non-gifts to its fund with The UCLA Foundation. Such contributions and gifts shall be used to further the purpose of the Leve Center.

Section 9.5. The Leve Center shall be (1) operated in a manner consistent with the policies and procedures of UCLA applicable to similar centers and institutions associated with UCLA and (2) subject to the overall supervisory powers of UCLA acting through the Department Humanities, College of Letters & Science.

Article 10

Parliamentary Procedures

Section 10.1. The rules contained in The Standard Code of Parliamentary Procedure (formerly the Sturgis Standard Code of Parliamentary Procedure) shall govern the Faculty Advisory Committee and Community Advisory Board meetings (as well as such additional committees and boards as may be established by the Director) in all cases in which they are applicable and not inconsistent with these Bylaws and any special rules of order adopted by the Leve Center.

Section 10.2. If the Leve Center increases in size, the Leve Center may find it advisable to make specific rules that apply to special events, occasions, or issues. These rules are temporary and may be annulled by a majority vote when no longer required, at any meeting of the Faculty Advisory Committee.

Article 11

Inspection of Bylaws

A copy of these Bylaws shall be made available in the Leve Center’s office for public review.
Article 12
Amendment

The Faculty Advisory Committee, in consultation with Director and Dean, and by the affirmative vote and/or consent of at least two-thirds vote of its members, may change or amend these Bylaws.

Article 13
Non-Discrimination

In compliance with the policy of the University of California, the Leve Center shall not discriminate on the basis of race, color, national origin, religion, sex, sexual preference, handicap, age, marital status, or political stance. This non-discrimination policy covers all practices of the Leve Center, including, but not limited to, membership selection, activities, policies, and programs.

Dated: 11/19/15

[Signature]
Director

[Signature]
Chair, Community Advisory Board

Attest:

[Signature]
Member, Faculty Advisory Committee

[Signature]
Member, Faculty Advisory Committee

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Member, Faculty Advisory Committee

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Member, Faculty Advisory Committee

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Member, Faculty Advisory Committee

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