



College of Agriculture and Natural Resources Bylaws

I. PURPOSE

The purpose of college and academic unit bylaws is to create a formal, transparent, functional and common language for guiding governance and decision-making within the unit. In this way, bylaws contribute to a culture of shared governance, academic freedom, and peer-review as described in UW Reg. 2-411.

II. MISSION

The College of Agricultural and Natural Resources mission is to improve the quality of life for people in Wyoming and the global community through implementing the land-grant model for teaching, research, and extension.

III. DEFINITIONS:

A. PERSONNEL

Personnel within the college include academic personnel and staff. Academic personnel includes non-tenure track academic personnel, academic personnel on a fixed term appointment (including extended term academic professionals), tenure track faculty, and tenured faculty. Temporary academic personnel are non-voting members of the college and are not eligible for elected committees. Classified staff are defined and governed by UW Regulation 5-3.

B. STUDENTS

The College of Agriculture and Natural Resources shall conform to the UW Regulations for matters related to the admission, probation, dismissal and reinstatement of students.

IV. VOTING PRIVILEGES, RESPONSIBILITIES AND RIGHTS OF FACULTY MEMBERS

College Bylaws and any proposed modifications to them shall be subject to approval by a majority of academic personnel eligible to vote. The voting membership of the College

shall include the Dean and all members of the full-time permanent College Faculty. The College faculty shall consist of all persons having the faculty rank of professor, associate professor, assistant professor, lecturer, research scientist, or extension educator. Temporary academic personnel are non-voting members of the college and are not eligible to vote.

The College will also have a set of Standard Administrative Policies and Procedures (SAPPs) that outline operational rules and procedures, details of policy implementation, responsibility, and accountability. Specifically, the SAPPs will contain information on promotion and tenure expectations for faculty, on academic dishonesty and grade appeals procedures for students, on expectations for graduate students and their advisors, and other matters relevant to functioning of the College. These SAPPs are established by the Executive Council (refer to section V.) and will require approval of the Leadership Team (refer to VII A).

V. ORGANIZATION AND GOVERNANCE

The College of Agriculture and Natural Resources is administered by a Dean and three Associate Deans, two of which are also Directors. The Dean is appointed by the Provost, and the Associate Deans are appointed by the Dean after consultation with academic personnel of the College and the academic leadership of the College. The Associate Deans assist the Dean in all College matters in addition to providing support in three specific categories: Academic and Student Programs, UW Extension (Associate Dean and Director), and the Agricultural Experiment Station (Associate Dean and Director). These four individuals will be referred to as the Executive Council. The Dean shall appoint other Directors/Associate Directors, as appropriate, in consultation with the Executive Council.

The Dean shall appoint, with faculty input, a Department Head/Chair to serve as the chief administrative officer of each department. The Dean shall not appoint a Head/Chair who does not have majority support of the voting faculty of the unit. Heads/Chairs report to the Dean and are to promote the vision of the Dean in advancing the College mission. Department Heads/Chairs shall have general responsibility for the instructional, research, service, budget, administrative operations, and policies of their departments, in consultation with the members of the department's faculty.

Academic departments within the College shall include:

- Agricultural and Applied Economics
- Animal Science
- Ecosystem Science and Management
- Family and Consumer Sciences
- Molecular Biology
- Plant Sciences
- Veterinary Sciences

Support and outreach units:

- Agricultural Experiment Station
- UW Extension
- Wyoming State Veterinary Laboratory

VI. MEETINGS

The College of Agriculture and Natural Resources will hold regular Leadership Team Meetings. In addition, the Dean will announce and conduct a minimum of one College wide meeting each academic year to update College academic personnel and staff on issues relevant to the College.

VII. STANDING COMMITTEES

The following standing committees shall be established.

A. Leadership Team

The Leadership Team shall consist of the Dean, Associate Deans, Department Heads, Executive Business Manager, and others whom the Dean may designate as appropriate. The Leadership Team will meet on a regular basis as specified by the Dean.

B. Tenure and Promotion Committee

The Tenure and Promotion Committee shall review all candidates for reappointment, fixed-term rolling contracts, promotion, and tenure in the College and report their recommendations to the Dean in writing.

The Committee shall consist of one tenured (full) Professor from each academic department. If a department does not have any faculty at the rank of Professor who can serve, a tenured Associate Professor may serve. The Dean, or their representative, will be an ex-officio member without vote. Members will be appointed by the Executive Council with recommendations from department heads, and shall serve staggered three-year terms. A member serving as a replacement may be elected to a subsequent full term. Associate Deans and Department Heads may not serve as members on the Committee. Members of the University Tenure and Promotion Committee may not serve on the College Committee. A member of the Committee being considered for promotion may not be present during the discussion of their case or the vote.

One non-tenure track faculty, including lecturer, research scientist or extension educator who has extended term or fixed term appointments, will be appointed by the Executive Council with recommendations from the department heads/chairs, to serve a three-year term. This individual will participate in Committee discussions and vote

only on cases that pertain to other lecturers, research scientists or extension educators. Committee member serving as a replacement may be elected to a subsequent full term.

C. Curriculum Committee

The Curriculum Committee shall make recommendations to the Dean on ways to improve and assess teaching and learning. The committee approves new and revised courses as defined by university processes. The Committee shall consist of one member from each academic department. All voting academic personnel are eligible to serve. Members of this committee are appointed by the Executive Council with recommendations from department heads, and will serve staggered three year terms.

D. Ad Hoc Committees

The Dean or the Executive Council may appoint ad hoc committees to address specific issues within the College. The Dean shall define the duties and responsibilities of each ad hoc committee. The ad hoc committee functions shall not usurp the functions, duties, or responsibilities of any standing committee. Ad hoc committee membership terms will normally expire one year after establishment.

VIII. CURRICULUM OF THE COLLEGE

The College Curriculum Committee will have oversight of the college's curriculum. The committee will review and approve/disapprove all new, revised or discontinued courses, majors, minors, concentrations, undergraduate certificates, and graduate certificates prior to sending them forward to the Dean (or their designee) and then the UW Course Curriculum Committee, Registrar, Graduate Council or University Studies Committee.

IX. SUPPORT AND OUTREACH UNITS

The vision of the College of Agriculture and Natural Resources is to support thriving agriculture, natural resources, people, and communities by integrating quality education, innovative research, and impactful engagement.

A. Agricultural Experiment Station (AES)

The Agricultural Experiment Station will support fundamental and applied research on agricultural, natural, and community resource issues related to the current and future needs of Wyoming, the region, the nation, and the world.

B. University of Wyoming Extension (UWE)

The University of Wyoming Extension will be the leader in community-based education and statewide engagement with the land-grant university as our foundation. We will be responsive to the needs, concerns, and aspirations of the people of Wyoming and will actively involve residents, institutions, and communities as we provide learning for better living.

C. Wyoming State Veterinary Laboratory (WSVL)

The mission of the WSVL is to provide accessible, timely, accountable, and accurate diagnostic services, animal disease research, and education to veterinarians, students, others interested in animal health, and the people of Wyoming.

X. AMENDMENT OF THE BYLAWS

Consistent with UW 2-411, COANR Bylaws or amendments thereof must be approved by a majority of the voting faculty. The Bylaws must also be approved by the Provost and Vice President of Academic Affairs and must be reviewed every three (3) years.

XI. CONFLICT BETWEEN COLLEGE BYLAWS AND UNIVERSITY REGULATIONS, POLICIES AND PROCEDURES

University of Wyoming Regulations and Standard Administrative Policies and Procedures (SAPP) take precedence over College and Academic Unit Bylaws.

BYLAWS ACCEPTED BY FACULTY VOTE ON: 10/8/19

Approved by Provost:

Revised: