



UNIVERSITY OF WYOMING REGULATIONS

Subject: UW Regulations and Standard Administrative Policies and Procedures

Number: UW Regulation 1-101

I. PURPOSE

To explain what UW Regulations and Standard Administrative Policies and Procedures are and how they are intended to be used, and to codify procedures to enable shared governance and transparency.

II. DEFINITIONS

Regulation: General rule or statement addressing governance, philosophies, principles or broad concepts inherent in carrying out the mission of the University. Regulations mandate requirements of or provisions for members of the University community and have broad application throughout the University. Regulations enhance the University's mission, reduce institutional risk, promote operational efficiency and ensure compliance with applicable laws, regulations or accreditation requirements. Regulations must be approved by the Board of Trustees and are administered by at least one University Officer.

Standard Administrative Policy and Procedure: Operational rule, course of action, or set of steps for completing tasks related to a Regulation. Standard Administrative Policies and Procedures must be approved by the President and are administered by at least one University Officer.

College or Unit Policy and Procedure: Operational rule, course of action, or set of steps for completing tasks of special relevance to any College or Unit of the University.

III. AUTHORITY

Article 7, section 17 of the Constitution of the State of Wyoming states that the "legislature shall provide by law for the management of the university, its land and other property by a board of trustees." Wyoming Statute § 21-17-204 states, "The board of trustees shall prescribe rules for the government of the university and all its branches."

Article IX of the Bylaws of the Trustees of the University of Wyoming provides that rules for the government of the University shall be designated as UW Regulations, which may be adopted, changed or amended at any regular or special meeting of the Trustees ~~without prior~~

~~Reviewed and endorsed by the Regulation Committee 11-1-17~~ Revisions proposed by Faculty Senate 12/11/17
~~formal notice~~ following a public comment period of a minimum of 45 days after written
notice to the Faculty Senate, Staff Senate, and the Associated Students of the University of
Wyoming. The President of the University shall propose to the Board new Regulations and
modifications to and repeal of existing Regulations as necessary to provide for the
organization and operation of the University.

IV. REGULATIONS OF ACADEMIC UNITS

In accordance with its Bylaws, the University Faculty, the Faculty Senate, and the faculties
of the various colleges and any other academic unit may propose Regulations to establish
educational and academic policies for the University to promote the general welfare of the
University, its students and academic personnel; to promote and protect academic freedom;
to provide for the immediate government of any academic unit consistent with the
Regulations and with Wyoming Statute § 21-17-103; to establish policies regarding student
conduct, student life, and student organizations; and to establish faculty committees.

All Regulations proposed by the University Faculty, the faculties of the various colleges and
of other academic units, Staff Senate, or University Officers shall be reviewed by the
President. The President shall consider the need for such Regulations, the duties and
authority of the officer or academic unit proposing the Regulation, possible conflicts with
other existing Regulations, and such other matters as the President may deem relevant to the
best interests of the University.

As part of the review, the President ~~may shall~~ seek recommendations from the Faculty
Senate, the Staff Senate, the Associated Students of the University of Wyoming, any
~~affected~~ unit affected by the proposed Regulations of the University, and/or any officers or
committees concerned with the substance of the proposed Regulation.

The President may return the proposed Regulation for further consideration. If the
Regulation was proposed by the Faculty Senate, and the Senate, after consideration of the
President's views, repasses the Regulation by a three-fourths vote of the members present
and voting (there being a quorum of at least two-thirds of the voting members present), the
President shall refer the Regulation to the Trustees, at their next regularly scheduled
meeting, for final approval, disapproval or other disposition of the Regulation. At this
meeting, the Board shall hear the views of the President and the Chair of the Faculty Senate
or that Chair's designee.

V. PUBLICATION AND EFFECT OF REGULATIONS

All UW Regulations shall be issued by the Trustees of the University, shall be in a form
approved by the Trustees, and shall be published and distributed in a manner directed by the
President, including being available on the University's website. All Regulations are
subject to alteration, repeal, modification, termination and discontinuance from time to time
and at any time by the Board of Trustees, notice following a public comment period of a

~~Reviewed and endorsed by the Regulation Committee 11-1-17~~ Revisions proposed by Faculty Senate 12/11/17
minimum of 45 days after notice to the Faculty Senate, Staff Senate, and the Associated Students of the University of Wyoming. ~~Consequently, n~~ No Regulation is intended to, nor does it, ~~confer independently alter any existing~~ property right, contract right, or any other legal right.

All Standard Administrative Policies and Procedures or other rule, policy, procedure, practice, protocol or similar convention which is inconsistent with ~~either the intent or letter of~~ a UW Regulation are of no further force or effect, and the Regulation shall govern.

~~When acting in their University capacities, tAs a condition of their employment~~ The bBoard of Trustees, all UW employees, and all UW students must shall conduct themselves in accordance with UW Regulations, ~~and as a condition of enrollment in the University, students applying for admission or enrolled in the University must comply with all applicable UW Regulations.~~

All UW Regulations approved by the Board shall remain effective until repealed or modified by the Board.

VI. STANDARD ADMINISTRATIVE POLICIES AND PROCEDURES

A. Purpose. A Standard Administrative Policy and Procedure is established by the University President and has general University-wide effect or application. It is not intended to serve as a substitute for a UW Regulation.

B. Process for adoption. ~~The President shall propose new or amended Standard Administrative Policies and Procedures by submitting them to the Faculty Senate, Staff Senate, and the Associated Students of the University of Wyoming for a public comment and review period of a minimum of 45 days. The President shall consider all comments received from those groups. No sooner than days after the proposed Standard Administrative Policies and Procedures were proposed, t~~ The final version of the new or amended Standard Administrative Policy and Procedure shall subsequently be published and distributed in a manner directed by the President, including being available on the University's website.

C. Effect. To the extent a Standard Administrative Policy or Procedure is inconsistent with a Regulation, the Regulation shall govern. No Standard Administrative Policy and Procedure is intended to, nor does it, ~~confer~~ independently alter any existing property right, contract right, or any other legal right.

~~As a condition of their employment, a~~ All employees and students must shall conduct themselves in accordance with Standard Administrative Policies and Procedures, and as a condition of enrollment in the University, students applying for admission or enrolled in the University must comply with all applicable Standard Administrative Policies and Procedures.

A.D. Automatic repeal. If the Board of Trustees amends, repeals, or adopts a UW Regulation, all Standard Administrative Policies and Procedures or other rule, policy, procedure, practice, protocol or similar convention based on or related to that Regulation shall be automatically revoked. The University President may reinstate the Standard Administrative Policy and Procedure or other rule, policy, procedure, practice, protocol or similar convention through the process specified in section VI-B above, as long as it is in conformance with the amended, repealed or new Regulation.

~~As a condition of their employment, all employees must conduct themselves in accordance with Standard Administrative Policies and Procedures, and as a condition of enrollment in the University, students applying for admission or enrolled in the University must comply with all applicable Standard Administrative Policies and Procedures.~~

VII. COLLEGE OR UNIT POLICIES AND PROCEDURES

Policies and Procedures relevant to special needs of individual Colleges and other units, including departments, schools, programs, and similar units, shall be enacted by the faculty of each affected unit. Such policies shall not be in conflict with any UW Regulation or Standard Administrative Policy and Procedure.

Responsible Division/Unit: Office of the President

Source: Wyoming Constitution Article 7, Section 17; Wyoming Statute 21-17-204

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms: Bylaws of the Trustees of the University of Wyoming, Article IX

History:

Adopted 7/17/08 Board of Trustees meeting

Revisions adopted 7/17/14 Board of Trustees meeting