



## UNIVERSITY OF WYOMING REGULATIONS

**Subject:** Academic Personnel

**Number:** UW Regulation 5-1 (new UW Reg 2-XX)

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1     **I.     PURPOSE**

2  
3           To describe the designations and ranks applicable to members of the faculty and other  
4           academic personnel, and to describe general provisions regarding academic personnel.

5  
6     **II.     DEFINITIONS**

7           Academic Personnel: Academic Personnel includes non-tenure track academic personnel,  
8           academic personnel on a fixed term contract (including extended term academic  
9           professionals), tenure track faculty, and tenured faculty.

10          Fixed-Term Rolling Contract: Non-tenure track faculty contract that may be three-years  
11          or five years in length and can be rolled annually for a continuing three-year or five-year  
12          contract.

13  
14          Extended-Term Contract: The current non-tenure track faculty six-year fixed contract  
15          system that is being replaced by the Fixed-Term Rolling Contract system upon expiration  
16          of existing Extended-Term contracts.

17  
18     **H.III. DESIGNATION**

19  
20           **A.   Membership of the University Faculty – General Provisions**

21           The University Faculty shall consist of the University President, vice presidents with academic  
22           appointments, deans and directors with academic appointments, and members of the faculty  
23           who hold the standard professorial titles. Faculty appointments may be Non-Tenure-Track,  
24           Tenure-Track or Tenured. All other faculty appointments are by definition Non-Tenure-Track.

25  
26           The basic organization and processes through and by which the University Faculty may function  
27           are outlined in UW Regulation 5-700 (~~Bylaws of the University Faculty~~). All members of the  
28           University Faculty, in any of the categories described here shall have those rights and  
29           responsibilities of faculty members governed by University regulations.

30  
31           **B.   Tenure-Stream Faculty – Tenured and Tenure-Track**

- 32  
33           1. ~~Instructors~~ is a tenure-track appointment which is used for a person who was  
34           recruited to be an Assistant Professor on tenure-track, but who has not finished  
35           all requirements for the appropriate terminal degree prior to the start date of

36 the appointment. Upon evidence of completion of the terminal degree, the  
37 appointment title will be changed to Assistant Professor. Appointments to this  
38 position shall be ~~without tenure and~~ only for a limited term, not to exceed two  
39 years. Appointment at Instructor will not affect the length of the probationary  
40 period under Terms of Appointment.

- 41
- 42 **2. Assistant professors** shall normally hold the terminal qualification in their  
43 discipline (e.g., Ph.D., Ed.D., MFA, etc.), and shall have demonstrated ability,  
44 through appropriate experience, to perform the functions of the position they are  
45 to hold.
- 46
- 47 **3. Associate professors** shall normally hold the terminal qualification in their  
48 discipline (e.g., Ph.D., Ed.D., MFA, etc.), shall have established a reputation in  
49 scholarship, teaching, service, artistic creation, or other productive activity in the  
50 field in which they are to serve.
- 51
- 52 **4. Professors**, in addition to having the qualifications of associate professors, have  
53 demonstrated superior performance overall, being highly successful in the  
54 following areas where appropriate:
- 55 a. direction of graduate and undergraduate work and research,
  - 56 b. scholarship or other creative work,
  - 57 c. teaching,
  - 58 d. extension,
  - 59 e. service to the university as well as other communities and professional  
60 organizations, which may include administrative leadership.

### 61

### 62 **C. Non-Tenure Track Faculty**

63 Non-tenure track faculty appointments are intended to provide a means for securing and  
64 retaining faculty who bring to the University excellence in teaching, research or service.  
65 Titles associated with Non-Tenure Track faculty align with primary responsibilities, but  
66 individual faculty may have job descriptions that include functions at the University outside  
67 their primary responsibilities. Appointment Service as a Non-Tenure Track faculty does  
68 not entitle ~~one~~ the individual to tenure and its privileges, and it. It is not intended to  
69 provide an alternative route to, or structure for, conventional tenure track positions. However,  
70 the University may, as needs arise, convert a non-tenure track position into a tenure track  
71 position and a Non-Tenure Track faculty member is not restricted from applying for any open  
72 tenure track position at the University.

73

74 Faculty that are transferred from an existing non-tenure track academic title into a new non-  
75 tenure track title shall retain the rank (Assistant, Associate, Full/Senior) associated with their  
76 existing academic title.

- 77
- 78 **1. Archivist** shall be the title granted to persons who have a master's degree in  
79 library science and/or information science from a program accredited by the  
80 American Library Association (ALA), or a master's degree in history,

81 American studies, or related field, typically including at least four graduate  
82 courses in archives administration, rare books curatorship, or special collections  
83 librarianship, or an appropriate equivalent. Professional experience may be  
84 required as an additional requirement or as a requirement in lieu of formal  
85 academic degrees. Such appointments shall be at the rank (Assistant Archivist,  
86 Associate Archivist, or Archivist) commensurate with their experiences and  
87 qualifications.  
88

89 **2. ~~Clinical professor~~ Professor** shall be the title granted to persons who hold the  
90 terminal qualification in their discipline (e.g., *Ph.D., Ed.D., MFA, etc.*), and  
91 shall have demonstrated ability, through appropriate experience, to make  
92 significant contributions to the area of teaching shall be the title granted to  
93 those employed to teach primarily in health care related programs offered  
94 by the University; the college dean and other appropriate academic officers will  
95 determine the appropriate academic qualifications and professional experience  
96 for these faculty. Such appointments shall be at the rank (Assistant Clinical  
97 Professor, Associate Clinical Professor, or Clinical Professor) commensurate  
98 with their experiences and qualifications.  
99

100 **2.3. Clinical Educator** shall be the title granted to persons who have at minimum  
101 a master's degree and shall have demonstrated ability, through appropriate  
102 teaching experience, to make contributions to the area of teaching in health care  
103 related programs offered by the University. Such appointments shall be at the  
104 rank (Assistant Clinical Educator, Associate Clinical Educator, or Senior  
105 Clinical Educator) commensurate with their experiences and qualifications.  
106

107 **3.4. ~~Executive professor~~ Academic Administrator** shall be the title granted to  
108 persons who have had distinguished careers at the executive level in business  
109 ~~and or~~ government and have made substantial impact on fields and disciplines  
110 that are important to academic programs at the University of Wyoming. The  
111 primary function is intended to be administrative. Such appointments shall be  
112 at the rank of Academic Administrator.  
113

114 **4.5. Extension Educator** shall be the title granted to persons who have at minimum  
115 a master's degree or equivalent experience in a field related to agriculture,  
116 natural resources, youth development, community and economic development,  
117 family and consumer sciences or others as deemed appropriate by the Director  
118 of Extension. Extension educators shall have demonstrated ability to provide  
119 community-based engagement with off-campus clientele, especially through  
120 the application of research-supported educational development, leadership  
121 development, and collaboration. Such appointment shall be at the rank  
122 (Assistant Extension Educator, Associate Extension Educator, or Senior  
123 Extension Educator) commensurate with their experiences and qualifications.  
124

125 **5.6. Instructional ~~professor~~ Professor** shall be the title granted to persons who

126 hold the terminal qualification in their discipline (e.g., Ph.D., Ed.D., MFA,  
127 etc.), and shall have demonstrated ability, through appropriate experience, to  
128 make significant contributions to the area of teaching, but are expected ~~and are~~  
129 ~~required only to~~ also make significant contributions to either the area of  
130 scholarly research or creative work, or the area of service. Such appointments  
131 shall be at the rank (Assistant Instructional Professor, Associate Instructional  
132 Professor, or Instructional Professor) commensurate with their experiences and  
133 qualifications.

134  
135 **6.7.Lecturer** shall be the title granted to persons who have at minimum a master's  
136 degree and shall have demonstrated ability, through appropriate teaching  
137 experience, to make contributions to the University's teaching mission. Such  
138 appointments shall be at the rank (Assistant Lecturer, Associate Lecturer, or  
139 Senior Lecturer) commensurate with their experiences and qualifications.

140  
141 **7.8.Librarian** shall be the title granted to persons who have the appropriate  
142 terminal professional degree: a master's degree in library and/or information  
143 science from a program accredited by the American Library Association  
144 (ALA), or an appropriate equivalent. Such appointments shall be at the  
145 ~~Experience must be of a type and length appropriate for the particular position~~  
146 ~~or~~ rank (Assistant Librarian, Associate Librarian, or Librarian) commensurate  
147 with their experiences and qualifications.

148  
149 **8.9.Academic Practitioner** ~~Professor of practice~~ shall be the title granted to  
150 persons who have had distinguished professional careers and have made ~~an a~~  
151 significant impact on fields and disciplines that are important to academic  
152 programs at the University of Wyoming. The primary function is intended to  
153 be instructional; however, duties and responsibilities may also include some  
154 research; ~~and service, including administration; and advising.~~ Such  
155 appointments shall be at the rank (~~Assistant Professor of Practice, Associate~~  
156 ~~Professor of Practice, or Professor of Practice~~ Academic Practitioner)  
157 ~~commensurate with their experiences and qualifications.~~

158  
159 **9.10. Research professor** ~~Professor~~ shall be the ~~title granted to~~ persons  
160 who ~~have demonstrated superior capacity for research contributions~~  
161 ~~and whose employment is supported primarily from external research~~  
162 ~~funding; in addition, these individuals must hold the terminal qualification in~~  
163 ~~their discipline (e.g., Ph.D., Ed.D., MFA, etc.).~~ ~~Such appointments shall be~~  
164 ~~at the professorial rank commensurate with their experiences and~~  
165 ~~qualifications.~~ Such appointment shall be at the rank (Assistant Research  
166 Professor, Associate Research Professor, or Research Professor)  
167 commensurate with their experiences and qualifications.

168  
169 **10.11. Research Scientist** shall be a title granted to persons who have at minimum  
170 a master's degree and shall have demonstrated ability, through appropriate

research experiences, to conduct and support research. Such appointments shall be at the rank (Assistant Research Scientist, Associate Research Scientist, or Senior Research Scientist) commensurate with their experiences and qualifications.

**D. Adjunct, In-Residence and Visiting and In-Residence Faculty**

1. **Adjunct faculty.** Adjunct faculty may include academic personnel in other University departments or colleges as well as those employed outside the institution. Each letter of appointment shall set forth the terms and conditions under which services to the University are to be performed by the appointee. Such appointments provide no financial remuneration. Adjunct appointments will be made by the Provost and Vice President of Academic Affairs for a period of not more than three years; however, an individual may be reappointed. Adjunct appointments may be made when deemed appropriate to make available to the University, on a limited or part-time basis, the services of persons who have attained recognition in their professional fields of scholarship, creativity, or other distinguished accomplishments relevant to University programs.
2. **In-Residence faculty.** An in-residence faculty appointment allows for flexibility when there is a desire to provide for the presence of a distinguished and prominent individual at the university. The positions given in-residence designation include, but are not limited to, writer, artist, diplomat, poet, and scholar. In-residence faculty members who are reappointed may be awarded the rank of senior writer in-residence, senior poet in-residence, or other appropriate designation, following the unit's criteria for the term faculty rank of senior lecturer. An in-residence appointment may be made on a full-time (1.0 FTE) or less than part-time ( $\Rightarrow$   $\leq 0.5$  FTE) basis.
3. **Visiting faculty.** Visiting faculty are typically faculty members from other institutions who possess special expertise in areas that address specific short-term University instructional needs. Such appointments may be with professorial rank and are not normally for more than one year in duration. In only rare cases will a visiting faculty member be reappointed to another term. Any reappointment is subject to satisfactory performance evaluation, available funding and needs of the University.

**E. Emeritus Faculty**

The Emeritus Faculty is comprised of retired members of the faculty who have been appointed to the emeritus status subsequent to their retirement. Emeritus faculty members may be called upon to serve the University in various capacities, and may be accorded various rights and benefits of the university. Emeritus status may be awarded to academic personnel who retire after long and distinguished service to the University. ~~Emeritus status will be granted by the Board of Trustees upon recommendation by the Provost and Vice President of Academic Affairs and the President of the University.~~

215 **F. Other Academic Personnel**

216  
217 **Postdoctoral Associate** shall be the title granted to persons who have earned a doctoral  
218 degree, and who seeks intensive advanced work in a particular discipline before seeking  
219 permanent employment. Postdoctoral associates typically work with a small set of faculty  
220 mentors who are responsible for directing the employee's research and training.  
221 Postdoctoral Associates are temporary, at-will appointments.

222  
223 ~~The general qualifications for faculty designation defined above may be waived or modified~~  
224 ~~at the discretion of the President and the Trustees.~~

226 **III-IV. TERMS OF APPOINTMENT**

227 Faculty members shall be appointed by the President of the University; however,  
228 tenure and promotion shall ~~not~~ be granted only ~~with~~ approval by the  
229 Board of Trustees. Recommendations for such appointments shall be initiated by the  
230 head of the unit in which the appointment occurs, after full consultation with members of  
231 the unit. The recommendations shall then be forwarded through the appropriate academic  
232 officers, who shall add their recommendations to the President of the University. Faculty  
233 appointments will be reported to the Trustees annually.

234  
235 No appointment shall be binding upon the University unless accepted in writing by the  
236 faculty member within the time specified for response. Duties and workload  
237 distributions shall be outlined in a faculty member's job description, which shall  
238 be reviewed annually and signed by faculty member and direct supervisor before  
239 the academic year commences. Allocation of effort included in a job description may  
240 be revised during the term of employment. Appointments shall be for a specified period at  
241 the appropriate ~~professorial~~ rank as described in this regulation to be classified as follows:

242  
243 **A. Tenure-Track Appointments**

244  
245 Probationary appointments of tenure-track faculty filling a budgeted vacancy will be for  
246 one academic year; individuals so appointed will be considered for reappointment  
247 annually for the term of a six-year probationary period. Credit for prior experience that  
248 reduces the six-year probationary period must be specified in the letter of offer and  
249 approved by the Provost and Vice President for Academic Affairs.

250 If one is reappointed at the termination of the full probationary period, she/he will be granted  
251 tenure. In rare circumstances, tenure and tenure-track appointments may be less than full-  
252 time positions.

253  
254 **B. Fixed Term Appointments**

255 Probationary appointments for positions filling a budgeted vacancy will be for one  
256 academic year; individuals so appointed will be considered for reappointment annually.  
257 Faculty will be eligible for a Fixed-Term Rolling Contract appointment after successfully

258 servng a probationary period of three consecutive years. Faculty eligible for a Fixed-Term  
259 appointment shall be awarded a Fixed-Term Rolling Contract upon a successful Fixed-  
260 Term review by his/her peers as defined in UW Regulation 2-7.

261  
262 For faculty at the end of an existing Extended-Term Contract, the faculty member will be  
263 considered for a Fixed-Term Rolling Contract (three-year or five-year) and any  
264 probationary period is waived. Faculty currently on an extended-term track appointment  
265 that are still in their probationary period shall be converted to the process for a Fixed-Term  
266 Rolling Contract with credit for the completed probationary period they have successfully  
267 completed.

268  
269 Three-year Fixed-Term Rolling contracts are awarded to non-tenure track faculty who  
270 have successfully completed the Fixed-Term review. Faculty members appointed to a  
271 three-year Fixed-Term Rolling Contract have a three-year term of employment, which can  
272 be renewed to a new three-year Fixed-Term Rolling Contract annually. Upon promotion  
273 to the senior rank associated with their faculty title, a non-tenure track faculty member is  
274 eligible for a rolling five-year contract. Faculty eligible for a five-year Fixed-Term  
275 appointment shall have a Fixed-Term review by his/her peers as defined in UW Regulation  
276 2-7 and the result of the review shall be forwarded to the President of the University. A  
277 rolling five-year contract must be recommended by the President of the University and  
278 approved by the Board of Trustees.

### 279 C. Extended-Term Appointments

280  
281  
282 Current Academic Personnel with Extended-Term Contract appointments shall retain  
283 their appointment for the duration of their current extended term. At the completion  
284 of the Extended-Term Contract, reappointment of academic personnel shall be to  
285 Fixed-Term Rolling contracts according to this regulation and UW Regulation 2-7  
286 made as set forth in UW Regulations.

287  
288 Academic personnel hired on an extended term track will be required to complete a  
289 probationary period before receiving an extended term appointment. The length of the  
290 probation — ranging up to six (6) years — will be based on duties and responsibilities of the  
291 position, proposed rank, prior service and accepted practices in the professional field. Credit  
292 for prior experience must be specified in the initial letter of offer and approved by the  
293 Provost and Vice President for Academic Affairs.

### 294 A.D. Courtesy Appointments

295  
296  
297  
298 A courtesy appointment is one in which the faculty member often makes a substantial  
299 contribution to a University department or departments other than their own, but in ways  
300 less formal than would justify a joint appointment as defined by a shared salary  
301 appointment. Courtesy appointments may be made across departments and schools, and it  
302 is permissible for a faculty member to hold more than one courtesy appointment.

~~**B.A. Extended Term Appointments**~~

~~Academic personnel with extended term appointments shall retain their appointment for the duration of their current extended term. At the completion of the extended term, reappointment of academic personnel shall be made as set forth in UW Regulations.~~

~~Academic personnel hired on an extended term track will be required to complete a probationary period before receiving an extended term appointment. The length of the probation ranging up to six (6) years will be based on duties and responsibilities of the position, proposed rank, prior service and accepted practices in the professional field. Credit for prior experience must be specified in the initial letter of offer and approved by the Provost and Vice President for Academic Affairs.~~

**H.E. Joint Appointments**

In a joint appointment, the faculty member has responsibilities to more than one academic unit or college. In making joint appointments, a primary academic unit home where a faculty member's appointment is held must first be established. The home academic unit will have primary responsibility over matters affecting advancement in rank and fixed-term or tenure status. The home academic unit's policies and procedures shall prevail related to matters not covered in this policy.

The units or colleges contributing to a joint faculty member's position must decide, in writing, workload responsibilities, as well as budget allocations for each unit. Specific duties of the faculty member in all units will be determined in writing by the administrators involved with the joint appointment. The duties should reflect the faculty member's area of expertise and may include advising, teaching, service/committee work, research, and/or administrative duties as applicable.

Faculty members with joint appointments should hold the same rank for each of the units with which the person is affiliated.

**I.F. SER Faculty Appointments**

Faculty members in the School of Energy Resources (SER) hold appointments in energy resources and are assigned to mainstream academic units as their tenure, fixed-term and promotion home. An SER Faculty Appointment is not considered a Joint Appointment as defined above.

**J.G. Part-Time Faculty Appointments**

The appointment of part-time ( $\Rightarrow$   $\leq 0.5$  FTE) faculty members during the academic year and for Summer Session or Winter Session (J-Term) will be made by the President of the University upon the recommendation of the appropriate academic officers.

**K.H. Temporary Appointments**



349 Temporary appointments with faculty rank may be made to address specific instructional  
350 or research needs. Such appointments shall not be for more than one year in duration;  
351 however, temporary faculty may be reappointed annually subject to a satisfactory  
352 performance evaluation.

353  
354 **~~L. Tenure-Track Appointments~~**

355  
356 Probationary appointments of tenure track faculty filling a budgeted vacancy normally will  
357 be for one academic year; individuals so appointed will be considered for reappointment  
358 annually for the term of the six year probationary period.

359 However, in appropriate circumstances, appointments may be for up to three years;  
360 continuation during the initial multi year term will be contingent upon satisfactory annual  
361 performance evaluations. If one is reappointed at the termination of the full probationary  
362 period, s/he will be granted tenure. Credit for prior experience must be specified in the letter  
363 of offer and approved by the Provost and Vice President for Academic Affairs. In rare  
364 circumstances, tenure and tenure-track appointments may be less than full-time  
365 positions.

366  
367 **~~M. Fixed Term Appointments~~**

368 Generally, faculty will be evaluated for eligibility for a fixed term appointment after  
369 serving a probationary period of three consecutive years. Term appointments for positions  
370 filling a budgeted vacancy normally will be for one academic year; individuals so  
371 appointed to positions that are eligible for a rolling contract but have not yet completed  
372 requirements for achieving the rolling contract will be considered for reappointment  
373 annually for the term of a three year probationary period. The probationary period review  
374 shall be waived for academic personnel previously appointed to an extended term who  
375 have converted to a fixed term with rolling contract.

376  
377 Three year rolling contracts are issued to non-tenure track faculty who have successfully  
378 served three one year term contract appointments. Full time faculty members appointed  
379 to a three year rolling contract have a three year term of employment, which is eligible to  
380 be renewed annually. Upon promotion to the highest rank, a non-tenure track faculty  
381 member is eligible for a rolling five year contract. A rolling five year contract must be  
382 recommended by the President of the University and approved by the Board of Trustees.

383  
384 The reappointment procedures are integrally related to the decision to grant a fixed term  
385 contract and to roll it forward on an annual basis. A fixed term will roll forward one year  
386 after each satisfactory (meet expectations) annual performance evaluation. The  
387 programmatic needs and directions of the University will also be considered when  
388 determining if the contract will roll forward. In the event of an unsatisfactory (does not  
389 meet expectations) annual review, the contract is deemed not to roll. The rolling nature of  
390 the contract can be restored only after obtaining two successive years of satisfactory (meets  
391 expectations) annual reviews. If an individual receives two annual reviews with an

392 ~~unsatisfactory rating (does not meet expectations), then the contract is deemed not to roll~~  
393 ~~and the faculty member is ineligible for a rolling contract.~~

394  
395 ~~Renewal will be extended upon written notice by the Provost and Vice President of~~  
396 ~~Academic Affairs prior to the end of the fiscal year. In the event that the contract~~  
397 ~~appointment is not renewed, all compensation and benefits and requirements of the contract~~  
398 ~~will remain in effect until the expiration of the then current term of the contract.~~

400 **IV.V. REAPPOINTMENT, TENURE AND PROMOTION**

401 ~~—Candidates for reappointment, tenure and promotion are evaluated on the academic~~  
402 ~~functions they are expected to perform and the evaluations will appropriately recognize the~~  
403 ~~proportion of time allocated and expected for the particular functions by the candidates at~~  
404 ~~each professorial rank. In addition, the programmatic needs and directions of the University~~  
405 ~~will also be considered in reappointment and tenure cases.~~

406  
407 ~~Procedures concerning the review and reappointment of probationary faculty, as well as~~  
408 ~~tenure, fixed-term appointment and promotion of all faculty, shall be initiated as are~~  
409 ~~specified in UW Regulation 5-8032-7.~~

410  
411 **V. ANNUAL REVIEW OF ACADEMIC PERSONNEL**

412 ~~The university recognizes that people are the university's most important resource for~~  
413 ~~achieving continued and sustained excellence in teaching, research and creative activity,~~  
414 ~~service, and extension and outreach. All academic personnel, except those faculty members~~  
415 ~~who are appointed with an "Adjunct," or "Visiting" title, shall be reviewed annually by the~~  
416 ~~academic unit head in accordance with university, college and department procedures.~~  
417 ~~Annual reviews shall incorporate performance expectations that make explicit the standards~~  
418 ~~of the discipline and that take into consideration the individual's workload distribution.~~  
419 ~~Annual evaluations may not be appealed; however, faculty members who disagree with their~~  
420 ~~annual performance reviews may submit a statement that will be acknowledged by the unit~~  
421 ~~head and inserted in their personnel file.~~

422  
423 **VIII.VI. EMERITUS DESIGNATION AND BENEFITS**

424 ~~The Provost and Vice President of Academic Affairs, upon recommendation from the unit,~~  
425 ~~shall ~~confer~~ nominate emeritus designation upon academic personnel who retire after long~~  
426 ~~and distinguished meritorious service to the University. At the time of retirement, the~~  
427 ~~individual must be a tenured Professor or tenured Associate Professor, ~~and shall have~~~~  
428 ~~distinguished themselves in one or more of the following areas:~~

429  
430 ~~A substantive record of scholarly achievement commensurate with national and/or~~  
431 ~~international standards within the discipline;~~

432  
433 ~~A recognized record of outstanding teaching and education contributions, including advising;~~

434 ~~Clear evidence of service beyond normal expectations, including professional and/or public~~  
435 ~~service, extension or administration at the University of Wyoming.~~

436 The Provost and Vice President of Academic Affairs may, upon recommendation from the  
437 unit, confer-nominate emeritus designation upon non-tenure track faculty and at-will  
438 administrators who have served in academic units and have demonstrated meritorious service  
439 to the academic mission of the University. Emeritus status will may be granted by the Board  
440 of Trustees upon recommendation by the Provost and Vice President of Academic Affairs  
441 and the President of the University.

442  
443 Retiring academic personnel who receive emeritus status under this regulation shall, at a  
444 minimum depending on status of Board Retirement benefits, be eligible for the following  
445 benefits, ~~whether or not they are eligible for Board Retirement.~~

- 446  
447 1. Access to recreation facilities with charge at UW employee rate.
- 448  
449 2. A campus parking permit with charge.
- 450  
451 3. Season tickets to athletic events; at the same discount provided to benefited  
452 personnel.
- 453  
454 4. UW library privileges, including all electronic files available to UW personnel.  
455 The employee's spouse or surviving spouse shall only receive the same library  
456 privileges as all members of the public.
- 457  
458 ~~5.~~ 5.—Computer account on the UWYO domain, without charge. The employee's spouse  
459 or surviving spouse is not eligible for this benefit.
- 460  
~~5.6.~~ 5.6. Office space, provided (a) space is available, (b) there is legitimate regular use,  
and (c) the appropriate department head and dean agree.

461 **VII. VACATION AND LEAVE FOR FACULTY, ~~ACADEMIC PROFESSIONALS, AND~~**  
462 **UNIVERSITY OFFICERS**

463 Vacation and leave will be addressed in the Employee Handbook.

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**Effective Date:** July 1, 2019~~8~~

**Responsible Division/Unit:** Office of the Provost and Vice President for Academic Affairs

**Source:** None

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

**Associated Regulations, Policies, and Forms:** None

**History:**