UW REGULATION 7-640

The University of Wyoming Infrared Observatory (UWIRO)

1. THE UNIVERSITY OF WYOMING INFRARED OBSERVATORY.

The UWIRO shall include the property and facilities on Jelm Mountain, on campus, and elsewhere, the resources, and the personnel which the University has assigned to or appropriated for general use by the faculty in astrophysical research. The Department of Physics and Astronomy in the College of Arts and Sciences shall operate the observatory in the interest of the entire University for recognized astrophysical research by the faculty and by approved visitors. The Vice President for Research and Economic Development shall be the cognizant vice president.

2. THE UNIVERSITY OF WYOMING INFRARED OBSERVATORY COUNCIL.

The UWIRO Council shall consist of three (3) to six (6) voting members, appointed by the President of the University. The UWIRO Council shall deliberate and formulate policy for operating the UWIRO by majority vote.

   a. Membership.

      i. The Chairman of the Department of Physics and Astronomy, in consultation with the faculty of the department, shall nominate to the Dean of the College of Arts and Sciences and the Vice President for Research and Economic Development voting members for a three (3) year term. The Dean of the College of Arts and Sciences and the Vice President for Research and Economic Development will jointly recommend appointments to the President. Candidates must be members of the faculty with demonstrated expertise in astrophysics and interest in the UWIRO. Terms shall normally be staggered so that less than half are concurrent. Otherwise, appointees serve at the pleasure of the Dean.

      ii. The UWIRO Director shall serve on the UWIRO Council ex-officio and shall vote only to break a tie.

      iii. The Chairman of the Department of Physics and Astronomy shall serve on the UWIRO Council ex-officio without vote.
iv. The Vice President for Research and Economic Development shall serve on the UWIRO Council ex-officio without vote.

b. Organization.

i. The UWIRO Director shall chair the UWIRO Council.

ii. The UWIRO Council shall annually elect other officers if they are deemed necessary and shall appoint ad hoc subcommittees as they are required.

c. Responsibilities.

i. The UWIRO Council shall meet at least seven (7) times each year to conduct business relevant to the UWIRO.

ii. The UWIRO Council shall consider proposals for observing from visiting astrophysicists and shall allocate time on the 2.3m telescope among faculty active in observational research and approved visitors.

iii. The UWIRO Council shall allocate and schedule the use of other UWIRO facilities in conformance with UW Regulations as required.

iv. The UWIRO Council shall consider the annual budget presented by the UWIRO Director, shall modify the budget if desired, and shall approve the budget as modified. Throughout the year, the UWIRO Council shall consider changes in the budget deemed necessary and approve these if it concurs.

v. The UWIRO Council, as a whole or through a subcommittee, shall assist the UWIRO Director in recommending candidates for staff positions at the UWIRO.

vi. The UWIRO Council shall formulate other scientific, operational, and public relations policies for the UWIRO as required in conformance with UW Regulations.

vii. The UWIRO Council shall actively and vigorously seek funds to maintain, to operate, and to enhance the UWIRO from private, federal, and other sources outside the University.

3. THE UNIVERSITY OF WYOMING OBSERVATORY DIRECTOR.
The UWIRO Director is responsible for all facets of daily operation of the UWIRO and shall report directly to the Chairman of the Department of Physics and Astronomy.

a. Appointment.

i. The Chairman of the Department of Physics and Astronomy, in consultation with the UWIRO Council, shall recommend a candidate for UWIRO Director to the Dean of the College of Arts and Sciences who shall nominate to the President a Director for a term of two years, in consultation with the Vice President for Research and Economic Development. A candidate for UWIRO Director must be a member of the faculty with demonstrated expertise in astrophysics, in instrumentation, and in leadership and with an intense interest in the welfare of the UWIRO. Otherwise the Director shall serve at the pleasure of the Dean.

b. Responsibilities.

i. The UWIRO Director shall chair the UWIRO Council.

ii. The UWIRO Director shall prepare an annual budget for approval by the UWIRO Council.

iii. The UWIRO Director or his/her designee shall prepare a quarterly schedule for use of the 2.3m telescope.

iv. The UWIRO Director, in consultation with the UWIRO Council or its designated subcommittee, shall recommend to the Chairman of the Department of Physics and Astronomy and to the Dean of the College of Arts and Sciences candidates for staff positions at the UWIRO, who may be appointed by the Dean.

v. The UWIRO Director shall have administrative and supervisory authority over the budget, property, premises, and personnel assigned to the UWIRO, and over any person upon the premises or using the property or resources assigned to the UWIRO. He/she may exercise this custodial authority through other employees of the University.

5. UNIVERSITY OF WYOMING INFRARED OBSERVATORY VISITING COMMITTEE.

The UWIRO Visiting Committee shall be an ad hoc group of three (3) eminent, internationally recognized astrophysicists from other universities or national facilities formed every fourth year and funded by the Office of Research. It shall
meet, deliberate, report in writing to the UWIRO Director, Chairman of the Department of Physics and Astronomy, the Dean of the College of Arts and Sciences, the Vice President for Research and Economic Development, and disband.

a. Membership.

i. The UWIRO Council, the UWIRO Director, and the Chairman of the Department of Physics and Astronomy shall nominate a list of candidates to the Dean of the College of Arts and Sciences and the Vice President for Research and Economic Development. If the three fail to agree on a slate, each may nominate no more than two candidates independently. After the slate is approved by the Dean, the Vice President for Research and Economic Development shall appoint the Committee.

b. Responsibilities.

i. The Visiting Committee shall evaluate research completed and in progress at the UWIRO in comparison with current activity elsewhere in astrophysics, and thus shall determine the effectiveness and vitality of the program.

ii. The Visiting Committee shall examine the condition of the UWIRO, including the 2.3m telescope, the associated instrumentation, and other facilities, in comparison with other nationally competitive observatories, and thus shall determine its viability as a facility for research in astrophysics.

iii. The Visiting Committee shall prepare a written report on the status of the UWIRO, its productivity, and its instrumentation, and shall outline therein the Committee's views of opportunities for future development of research and for future enhancement of the facility.

Source:

University Regulation 640, Revision 1; adopted 7/17/08 Board of Trustees meeting