
UNIVERSITY OF WYOMING REGULATIONS

Subject: Appointment, Evaluation and Removal of Academic Officers

Number: UW Regulation 2-8



I. PURPOSE

To provide consistent definitions of academic administrative structures and positions, and to describe terms of appointments and general provisions regarding Academic Officers.

II. DEFINITIONS

Academic Officer: Pursuant to UW Regulation 1-1, academic officer includes Executive Directors/Directors, Deans, Associate and Assistant Deans, and Unit/Division Heads.

Academic Unit: A department, center, institute, school, college or other academic division to which University faculty are assigned under the aegis of the Provost and Vice President for Academic Affairs.

At-Will: An at-will appointment allows the employee or the University to terminate the employment relationship at any time for any reason except an unlawful one.

III. POLICY

The Trustees of the University of Wyoming observe a policy of administrative accountability, through the President, for the effective operation and distinctive quality of the University. The President is responsible for recommending the appointment or removal of the Provost and Vice President of Academic Affairs, Deans, and the Executive Director of the School of Energy Resources; and assuring regular evaluation of their performance.

College and unit level administrators serve several roles as managers of the university, leaders of their academic units, and representatives of the views and interests of their academic colleagues. Therefore, the appointment, evaluation or removal of Academic Officers normally shall involve significant faculty participation.

IV. TERMS OF APPOINTMENT

The at-will appointment of Academic Officers shall be for a defined term (usually four years) to be specified at the time of appointment. Terms may be renewed, contingent upon University or college need, adequate funding for the position, and satisfactory job

performance. Academic Officers who hold an academic appointment retain their rights to tenure or term appointment upon return to the faculty.

Appointments, reappointments, review and dismissal of all Academic Officers shall be consistent with UW Regulations and Standard Administrative Policies and Procedures.

V. PERFORMANCE ASSESSMENT

The University is committed to fostering success of its Academic Officers and enhancing their effectiveness in a constructive way. The review and evaluation of Academic Officers includes both an evaluative and developmental component. The President, Provost and Vice President of Academic Affairs, or Dean, as appropriate, shall conduct annual performance evaluations for each Academic Officer prior to the approval of the University's annual budget. Additionally, the Provost and Vice President of Academic Affairs may conduct a comprehensive performance review of any Academic Officer specified in this Regulation at any time.

At the end of the second year of the Provost, a Dean or the Executive Director of the School of Energy Resources' initial appointment, a performance review will be completed to determine the effectiveness of the Dean or Executive Director's leadership and management. Input from internal and external stakeholders shall be included in this performance review, and may be included in other reviews as determined by the direct supervisor of the Academic Officer.

Reappointment of any Academic Officer is contingent upon a satisfactory annual performance evaluation and needs of the academic unit, college and University. Procedures for all performance reviews shall be consistent with University Regulations and Standard Administrative Policies and Procedures.

VI. REMOVAL

Reviewing officers may recommend the removal of an Academic Officer at any time for any reason except an unlawful one. However, no removal of a Dean or Executive Director of the School of Energy Resources shall be final until acted upon by the Trustees. All other Academic Officers may be removed by the Provost and Vice President for Academic Affairs, in consultation with the Dean.

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

Source: None

Links: <http://www.uwyo.edu/regs-policies>

Associated Regulations, Policies, and Forms: None

History:

University Regulation 804, Revision 2; adopted 7/17/2008 Board of Trustees meeting

Revisions adopted 1/17/2014 Board of Trustees meeting

Revisions adopted 11/18/2016 Board of Trustees meeting

Reformatted 7/1/2018: previously UW Regulation 5-804, now UW Regulation 2-8

Revisions adopted 2/17/2021 Board of Trustees meeting