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4 **A BILL TO REVISE**
5 **UW REGULATION 6-702**
6 **“ESTABLISHMENT OF FACULTY SENATE COMMITTEES”**
7

8
9 **Note: Proposed revisions are indicated by capitalized, bold, italicized**
10 **text (additions) and strikethroughs (deletions); most revisions are on Page 7.**

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13
14 **UW REGULATION 6-702**
15 **Establishment of Faculty Senate Committees**
16

17 **1. PURPOSE.**

18
19 This regulation shall establish the standing committees of the Faculty Senate, with specific duties and
20 structured as outlined in the following sections of the individual committees.
21

22 **2. INDIVIDUAL STANDING COMMITTEES**

23
24 **a. Internal Senate Relations**

- 25 i. Committee on Committees
- 26 ii. Executive Committee

27
28 **b. Administrative Relations**

- 29 i. Academic Planning Committee
- 30 ii. Graduate Council
- 31 iii. **REAPPOINTMENT**, Tenure and Promotion Committee
- 32 iv. Budget Planning Committee
- 33 v. University Course Review Committee
- 34 vi. Library Council
- 35 vii. University Studies Committee
- 36 viii. Academic Information Technology Committee

37
38 **c. Faculty Relations**

- 39 i. Faculty Academic Standards, Rights and Responsibilities Committee
- 40 ii. Faculty Development Committee

41 **d. Student Relations**

- 42 i. Student Interaction Committee

1 **3. GENERAL CHARGE TO COMMITTEES OF THE FACULTY OF THE UNIVERSITY**
2 **OF WYOMING.**

3
4 Bylaws of the University Faculty, UW Regulation 6-700, Article IV, Section 1, states "All
5 committees of the University Faculty shall be responsible to the Faculty Senate, and it shall establish
6 or dissolve committees as it deems necessary."
7

8 **a. Goals of the Committee Structure. The system of standing committees of the** Faculty Senate
9 **of the University of Wyoming is intended to:**

10
11 i. Be broad enough to encompass all areas of University activity in which faculty are involved on a
12 policy making level requiring the endorsement of the Faculty Senate, in accordance with UW
13 Regulation 6-700;

14 ii. Be specific enough to consider the problems, grievances, or concerns of each faculty member of
15 the University community;

16
17 iii. Be advisory to the University Administration only in those matters requiring Faculty Senate
18 approval of proposed action; and iv. Provide an effective and efficient legislative committee system
19 to work for the Faculty Senate through the Executive Committee.
20

21 **b. General Committee Functions.** The primary function of committees of the Faculty shall be to
22 consider bills or proposals submitted to the Senate and assigned to their areas of responsibility.
23 Committees shall be expected, in a reasonable time, to return appropriate recommendations to the
24 Senate for action. Committees shall also initiate and draft bills establishing Faculty regulations or
25 recommendations as needs arise in their areas of responsibility. Committee chairs or their designee
26 shall introduce such bills to the Senate for adoption or other action.
27

28 **c. Individual Committee Responsibilities.** The duties of each committee are individually detailed,
29 and incorporated as a faculty regulation. However, the intention of this committee system is to
30 provide a dynamic, timely, and effective aid to progress of the University. For this reason, each
31 committee is charged with the responsibility for continual review of its delegated duties. If changes
32 of a committee's duties, composition, or existence are deemed advisable, the committee shall make
33 such recommendations to the Faculty Senate through the Committee on Committees.
34

35 **d. Sub-Committee Structure.** The responsibilities of most Faculty committees are intentionally
36 broad in order to prevent duplication of effort and conflicting recommendations. Therefore, it may
37 well be advisable for certain committees to establish sub-committees from their own membership to
38 perform more specialized functions or to handle particular issues within the overall responsibility of
39 the committee. The establishment and dissolution of such sub-committees shall be left entirely to the
40 discretion of the committee concerned.

41 **e. Meeting and Reporting.** A committee shall generally meet whenever its responsibilities require
42 that it should, whenever directed to do so by the Faculty Senate and in no case less frequently than
43 once a semester. Reports shall be made to the Faculty Senate at such times as to keep the Senate well
44 informed of committee activity, on call of the Executive Committee of the Faculty Senate, and no
45 less than once per year.

1 **f. Commencement of Service.** Committee assignments shall be effective with the beginning of the
2 Fall semester unless the assignment is otherwise stated. The Senate shall select committee members
3 to fill known vacancies prior to the end of each Spring semester. Committee members may succeed
4 themselves on a particular committee (once) with the exception of the **REAPPOINTMENT**, Tenure
5 and Promotion Committee. Following the selection of committee members by the Faculty Senate, the
6 Executive Committee shall notify the individual of selection, provide a written copy of the committee
7 charge, and provide the name of the current committee chair. The committee chair shall receive
8 notification of the election of new members.
9

10 **g. Election of Officers.** By March 31st, each committee shall elect a chair and such other officers as
11 it deems necessary, to begin service at the start of the Fall semester. Each committee shall forward
12 the names of these officers to the Committee on Committees and the Executive Committee. Students
13 shall not be eligible to chair Faculty Senate committees. In the event a committee is left without a
14 chair, the Committee on Committees' chair will call the first meeting to elect the chair.
15

16 **h. Alternate and Permanent Replacement Committee Members.** When a committee member is to
17 be absent from one or more committee meetings and the chair and/or the committee deems the
18 presence of a temporary replacement to be desirable, the chair shall select an alternate committee
19 member after consulting the rest of the committee and forward this person's name to the chair of the
20 Committee on Committees. In the event a permanent replacement is deemed necessary, the chair of
21 the affected committee shall notify the Committee on Committees and the replacement shall be
22 appointed in the same manner as the original appointment. The replacement shall be appointed to
23 complete the term of the original appointment.
24

25 **i. Absenteeism and Notice of Removal.** In the event that a committee member has failed to attend
26 three (3) consecutive committee meetings, and the committee chair has determined that such
27 absences have been detrimental to the Committee's function, the committee chair shall petition to the
28 Committee on Committees to recommend to the Executive Committee of the Faculty Senate removal
29 of the non-attending committee member. Upon removal for non-attendance, the vacancy shall be
30 filled in by requesting the Committee on Committees for a replacement. All permanent committee
31 replacements must be approved by the Faculty Senate. A copy of the petition for removal shall be
32 sent to the offending committee member, and he/she shall have ten days from the date of the petition
33 in which to challenge in writing before the Committee on Committees, the committee chair's
34 determination that he/she has had continuous absenteeism as defined herein. Thereafter, he/she shall
35 be deemed to have waived his/her right to challenge the petition and may be removed.
36

37 **j. Ex officio.** The words "*ex officio*" shall be interpreted as "*ex officio* without vote" throughout UW
38 Regulations 6-701, 6-702, 6-703, unless otherwise stated.

39 **k. Associated Students of the University of Wyoming (ASUW).** The ASUW representatives on
40 faculty committees shall be appointed by the ASUW Senate but shall not be required to be ASUW
41 Senate members.

42 **4. ACADEMIC PLANNING COMMITTEE.** 43

44 **a. Rationale.** The overall development of the University, the determination of academic goals and
45 the establishment of academic priorities are fundamental responsibilities necessarily shared by
46 trustees, administrative officials, faculty, and students. The Academic Planning Committee operates

1 as a forum in which educational directions may be discussed, and specific recommendations
2 developed.

3
4 **b. Functions.** The committee's function is to review and make recommendations to the Faculty
5 Senate on matters related to the structure and organization of the academic activities of the
6 University. This review will be carried out in the context of the University's comprehensive
7 development. The committee will recommend policies regarding priorities for long range
8 development. It will make recommendations concerning the initiation, quality, modification or
9 termination of academic programs. When changes in programs are related to the University's
10 physical facilities the Committee will also make recommendations with respect to them. In making
11 recommendations the Committee will take into consideration the educational system and needs of the
12 State of Wyoming as well as University considerations.

13
14 **c. Powers.** The Committee shall receive proposals and requests for recommendations from the
15 Faculty Senate, the President, the Vice President for Academic Affairs, and the Vice President for
16 Research and Economic Development. The Academic Planning Committee may instigate its own
17 inquiries into areas of academic concern. The Committee will forward its recommendations to the
18 Faculty Senate, to the Vice President for Academic Affairs, and to other appropriate groups or
19 individuals. All substantive committee actions will be reported to the Faculty Senate regularly.
20

21 **d. Composition.** The Academic Planning Committee will consist of eleven voting members. Each of
22 the seven colleges (two from Arts and Sciences), the Libraries, ASUW, and off-campus Academic
23 Centers (e.g., UW/CC Center) will be given the opportunity to be represented. If representation from
24 any of these groups cannot be found, then the Committee on Committees is directed to select
25 members in as representational fashion as possible. The Vice President for Academic Affairs, the
26 Vice President for Research and Economic Development, the Director of the Division of Extended
27 Credit Programs, and Chairs of the Student Interaction Committee, Graduate Council, Budget
28 Planning Committee, and University Course Review Committee shall be *ex officio* members. Faculty
29 representatives shall be selected by the Committee on Committees and shall serve staggered three-
30 year terms. The Chair of the Academic Planning Committee shall serve as an *ex officio* member of
31 the Budget Planning Committee and the Executive Committee of the Faculty Senate.
32

33 **5. FACULTY ACADEMIC STANDARDS, RIGHTS, AND RESPONSIBILITIES** 34 **COMMITTEE.**

35
36 **a. Rationale.** The Faculty needs to examine and draft policies which affect the University
37 community and its individual members. The University Administration subscribes to the tenet that
38 true education may flourish only when the Faculty is both free and responsible; the Committee is
39 established to provide a vehicle by which rights are insured and responsibilities defined.

40 **b. Functions.** The Committee shall formulate policies involving the entire University in matters of
41 faculty rights and of faculty responsibility and academic standards for the University and teaching
42 profession. The Committee shall be authorized to participate with the President and other appropriate
43 administrative officers in the examination and formulation of policies and procedures relating to the
44 organization and governance of the University's Colleges, Divisions, and Departments whenever
45 these procedures seem likely to affect faculty rights and responsibilities and/or academic units, and
46 shall define the position of the Faculty when inconsistencies exist. The Committee shall consider

1 general policy issues presented by the Faculty and shall hear any individual or groups of individuals
2 when such issues are deemed relevant to faculty rights and responsibilities and academic standards.
3

4 **c. Composition.** The Faculty Academic Standards, Rights, and Responsibilities Committee shall
5 consist of ten members. Each of the seven colleges (two from Arts and Sciences), ASUW, and the
6 Libraries will be given the opportunity to be represented. If representation from any of these groups
7 cannot be found, then the Committee on Committees is directed to select members in as
8 representational fashion as possible. Members shall be selected by the Committee on Committees
9 and shall serve staggered three-year terms. The Chair of this Committee shall serve as an *ex officio*
10 member of the Executive Committee of the Faculty Senate.
11

12 **6. FACULTY DEVELOPMENT COMMITTEE.**

13

14 **a. Rationale.** The ongoing development of the faculty is critical to the educational well being of the
15 University. To maintain and provide the highest level of educational experience, the faculty need to
16 be afforded the opportunity to learn and implement the latest advances in teaching methodology, and
17 be enabled to compete in the national and international research arena. In order to attract and retain
18 the highest quality faculty, it is necessary to promote an adequate and fair distribution of faculty
19 salaries, and create meaningful incentive and merit systems.
20

21 **b. Functions.** This committee will review and make recommendations on all projects, programs,
22 opportunities, and services at the University which assist and facilitate faculty in the performance of
23 their duties in teaching and research. This will include, but is not limited to, faculty development,
24 teaching, and research awards; and patents and copyrights agreements. The Committee shall also
25 review salary and compensation distributions within the University, make surveys of faculty opinion
26 when appropriate, assess the influence of salary and compensation policies on the academic functions
27 of the University, and make general recommendations to the Faculty Senate and the Vice President
28 for Academic Affairs regarding salary distribution and policies affecting merit determination.
29

30 **c. Composition.** The Faculty Development Committee shall consist of ten members. Each of the
31 seven colleges (two from Arts and Sciences), the Libraries, and University Services will be given the
32 opportunity to be represented. If representation from any of these groups cannot be found, then the
33 Committee on Committees is directed to select members in as representational fashion as possible.
34 Members shall be selected by the Committee on Committees and shall serve staggered three-year
35 terms. The Vice President for Academic Affairs, the Vice President for Research and Economic
36 Development, the Vice President for Administration, the Dean of the Graduate School, and the Chair
37 of the Research Advisory Committee shall serve as *ex officio* members without vote. The Chair of
38 this Committee shall serve as an *ex officio* member of the Executive Committee of the Faculty
39 Senate.

40 **7. GRADUATE COUNCIL.** (See also UW Regulation 7-580)

41

42 **a. Rationale.** The Graduate Faculty has certain responsibilities to the Graduate School which may be
43 delegated to a representative group. This Council is formed to act as that representative group. The
44 development and maintenance of graduate programs of high quality is a concern of this Council.

45 **b. Functions.** The Council shall recommend the broad policies concerning the overall University
46 function in graduate education and the University requirements for graduate degrees. It shall advise

1 the Faculty Senate on any proposed changes in UW Regulations which would affect graduate
2 programs.

3
4 **c. Powers.** The Council shall advise on the formulation and review of Graduate Faculty policy and
5 regulations concerned with graduate education. It shall review proposals and make recommendations
6 to the Dean of the Graduate School concerning new graduate programs, substantive changes in
7 existing graduate programs, implementation of changes in graduate programs recommended through
8 program reviews, and deletion of graduate programs.

9 **d. Composition.** The Graduate Council shall consist of 18 members, 15 of whom shall be members
10 of the Graduate Faculty distributed among the Colleges as follows: Agriculture 2 Arts and Sciences 4
11 Business 2 Education 2 Engineering 2 Health Sciences 2 Law 1 The Dean of the Graduate School
12 shall be a member of the Graduate Council. Two graduate students chosen by the Council shall also
13 be members. College representatives shall be chosen by each college in a manner similar to that used
14 to elect members of college **REAPPOINTMENT**, tenure and promotion committees (see UW
15 Regulation 5-803.) College representatives shall have terms of office of three years. Student
16 members shall have one-year terms of office. If possible, college representatives shall have staggered
17 terms. *Ex officio* members of the Graduate Council shall include: the Vice President for Academic
18 Affairs, Vice President for Research and Economic Development, Dean of the School of Extended
19 Studies and Public Service, the Director of the Wyoming Institute for the Development of Teaching,
20 and the Dean of University Libraries or their designees. The Chair of this Council shall serve as an *ex*
21 *officio* member of the Executive Committee of the Faculty Senate. The Chair of this Council or
22 his/her designee shall serve on the Academic Planning Committee and the University Course Review
23 Committee of the Faculty Senate.

24 **8. STUDENT INTERACTION COMMITTEE.**

25
26
27 **a. Rationale.** The policies which determine the scholastic standards of the University of Wyoming
28 and which regulate other areas of scholastic affairs are of basic concern to the Faculty.

29
30 **b. Functions.** The Committee shall formulate and review policies and procedures in the broad area of
31 undergraduate student academic affairs, including but not limited to scholastic probation and
32 suspension of students, evaluation and recognition of credit, credit-hour requirements, grades, honor
33 roll, honor graduation, all-University degree requirements, University admissions standards, and
34 University Student Scholarships. The Committee shall provide advice in regard to needed services
35 and programs for both foreign students studying on the University of Wyoming campus and
36 University of Wyoming students studying at foreign institutions. It shall also help formulate long-
37 range goals for international education. Additionally, the Committee shall recommend general policy
38 for the University's financial aid program, review its operation and provide recommendations to
39 sustain its orderly function and development.

40
41 **c. Composition.** The Student Interaction Committee shall consist of 12 members. Each of the seven
42 colleges (two from Arts and Sciences; none from the College of Law), the libraries, and ASUW (four
43 representatives; two of which will be foreign students) will be given the opportunity to be
44 represented. If representation from any of these groups cannot be found, then the Committee on
45 Committees is directed to select members in as representational fashion as possible. The Vice
46 President for Academic Affairs, the Director of International Student Services, the Director of
47 Admissions, the Registrar, and the Director of Student Financial Aid shall be *ex officio* members

1 without vote. Faculty representatives shall be selected by the Committee on Committees and shall
2 serve three-year staggered terms. The Chair of the Student Interaction Committee shall serve as an *ex*
3 *officio* member of the Academic Planning and Executive Committees of the Faculty Senate.

4 **9. REAPPOINTMENT, TENURE AND PROMOTION COMMITTEE.**

5
6 **a. Rationale.** The Faculty has the inherent right and responsibility to advise the President and the
7 Trustees of the University in matters relating to one or several of its members regarding tenure,
8 promotion, dismissals, and reappointment.

9 **b. Functions.** The Committee shall advise the Vice President for Academic Affairs on matters
10 pertaining to tenure, promotion, dismissals, and reappointment.

11 **c. Powers.** The Committee shall serve in an advisory capacity to the Vice President for Academic
12 Affairs. Where broad policy issues are involved, and questioned, the Committee shall refer such
13 issues directly to the Faculty Senate.

14 **d. Composition.** The **REAPPOINTMENT**, Tenure and Promotion Committee shall consist of **AT**
15 **LEAST** 17 ~~tenured faculty~~ members excluding the Vice Presidents, the Deans, the Associate and
16 Assistant Deans, the Directors, and the Department or Division Heads/Chairs. Two **TENURED**
17 **FACULTY** members shall be elected from each of ~~the seven~~ **THE FOLLOWING FIVE** colleges:
18 **AGRICULTURE, BUSINESS, EDUCATION, ENGINEERING AND APPLIED SCIENCE, AND**
19 **HEALTH SCIENCES;** (four from the College of ~~ARTS~~ and ~~SCIENCES~~ Sciences; and one from
20 the College of ~~LAW~~); and one **EXTENDED-TERM FACULTY MEMBER ELECTED FROM**
21 **THE LIBRARIES;** and one **EXTENDED-TERM FACULTY** member **ELECTED** from University
22 ~~Services~~ **THE AMERICAN HERITAGE CENTER. THE UNIVERSITY REAPPOINTMENT,**
23 **TENURE AND PROMOTION COMMITTEE HAS THE AUTHORITY TO APPOINT ONE OR**
24 **MORE ACADEMIC PROFESSIONAL(S) TO THEIR COMMITTEE.** The Vice President for
25 Academic Affairs shall be an *ex officio* member. Members who have served a three-year term cannot
26 succeed themselves. Replacements (temporary or permanent) shall be determined in the same manner
27 as the original appointments.

28 **e. Frequency of Meetings.** The Committee shall meet at the request of the Vice President for
29 Academic Affairs and at all other times that the Chair of the Committee deems necessary.

30 **10. BUDGET PLANNING COMMITTEE.**

31
32 **a. Rationale.** The overall development of the University, the determination of goals and the
33 establishment of priorities have significant budgetary consequences for the entire University
34 community. The Budget Planning Committee provides a forum for the faculty to effectively
35 participate in budgetary deliberations.

36 **b. Functions.** The committee's function is to participate in budgetary planning and related
37 deliberations and make policy recommendations to the Faculty Senate on matters related to the long-
38 term acquisition and disposition of the University's financial resources. These activities will be
39 carried out in the context of the University's comprehensive development. It will act as a resource

1 body to the Academic Planning Committee to provide relevant budgetary insight on the ramifications
2 of proposed program changes as well as the financial impact of physical facilities modifications and
3 additions. In making recommendations the Committee will take into consideration the economic
4 realities of the times and the needs of the State of Wyoming as well as University considerations.
5

6 **c. Powers.** The Committee shall receive proposals and requests for recommendations from the
7 Faculty Senate, the President, the Vice Presidents, and others authorized by the President. The
8 Budget Planning Committee may instigate its own inquiries into areas of budgetary concern. The
9 Committee will represent the faculty in all strategic budget planning and in the budget review process
10 and forward its recommendations to the Faculty Senate, to the Vice President for Administration,
11 and/or to other appropriate groups or individuals. All substantive committee actions will be reported
12 to the Faculty Senate regularly.
13

14 **d. Composition.** The Budget Planning Committee will consist of thirteen voting members. Each of
15 the seven colleges (two from Arts and Sciences), the Libraries, ASUW, Staff Senate, School of
16 Extended Studies and Public Service, and off-campus academic centers (e.g., University of
17 Wyoming/Casper College Center) will be given the opportunity to be represented. If representation
18 from any of these groups cannot be found, then the Committee on Committees is directed to select
19 members in as representational fashion as possible. Faculty representatives shall be selected by the
20 Committee on Committees and shall serve staggered four-year terms. The Vice President for
21 Academic Affairs, the Vice President for Administration, and the Chair of the Academic Planning
22 Committee shall be *ex officio* members. The Chair of the Budget Planning Committee shall serve as
23 an *ex officio* member of the Academic Planning Committee and the Executive Committee of the
24 Faculty Senate.
25

26 **11. UNIVERSITY COURSE REVIEW COMMITTEE.**

27

28 **a. Rationale.** The University Course Review Committee is established to monitor and implement the
29 University course review process as described in UW Regulation 6-806, Section 2, Part e.
30

31 **b. Functions.** When considering course additions, revisions or deletions to the University
32 curriculum, the University Course Review Committee shall be responsible for insuring that all of the
33 requisite endorsements have been obtained (UW Regulation 6-806, Section 2, Part d.), that the
34 proposal does not present any unjustified duplication with other academic units, and that the request
35 is consistent with the current University guidelines regarding courses. The University Course Review
36 Committee is additionally charged with the development and maintenance of the Course Review
37 Guidelines (see UW Regulation 6-806, Section 2, Parts f. through i.), and with the routine
38 examination and maintenance of the Course Review Process itself.
39

40 **c. Powers.** The University Course Review Committee shall make its recommendations relating to the
41 addition, revision, and deletion of courses to the Vice President for Academic Affairs. These
42 recommendations will be rendered in the context of the University's comprehensive development. In
43 making these recommendations, the University Course Review Committee will take into
44 consideration the community colleges and the educational needs of the State of Wyoming as well as
45 University considerations. All Committee actions will be reported to the Faculty Senate regularly.
46

47 **d. Composition.** The University Course Review Committee will consist of the representatives from
48 each of the seven colleges. Each college will select its own representative along with an alternate. If

1 representation from any of these colleges cannot be found, then the Committee on Committees is
2 directed to select members in as representational fashion as possible. The chair of the University
3 Studies Committee, the chair of the Graduate Council, the Registrar, the Dean of the Libraries, an
4 ASUW representative, and the Coordinator of Community College Articulation shall be *ex officio*
5 members without vote. Chair is an *ex officio* member of the Academic Planning Committee and the
6 Executive Committee of the Faculty Senate.

7 **12. LIBRARY COUNCIL**

8
9 **a. Rationale.** It is important to create a broad, active and strong Library Council to address the
10 difficult and vital issues of resources, technology, and the open and effective communication
11 between the Libraries and their University community that are facing the University of Wyoming's
12 library system.

13
14 **b. Functions.** The Library Council will bring campus needs and concerns to the Dean of the
15 Libraries and to the Vice President for Academic Affairs, and will advise them concerning these
16 issues. The Library Council will issue an annual report that is distributed to the Vice President for
17 Academic Affairs, the Dean of the Libraries, the Faculty Senate and the ASUW concerning its
18 recommendations for changes that should be implemented in the Libraries' strategic plan,
19 organization, and principles for allocation of resources.

20
21 **c. Powers.** The Library Council will report to the Vice President for Academic Affairs and advise the
22 Dean of the Libraries on library issues.

23
24 **d. Composition.** The Library Council shall consist of 13 voting members, which are to include one
25 representative from each of the seven colleges (two from Arts & Sciences) and the Libraries; one
26 American Heritage Center archivist, one undergraduate and one graduate student; one non-University
27 representative, appointed by the Vice President for Academic Affairs (this person should be
28 knowledgeable in library issues). *Ex officio* members with vote shall include the Vice President for
29 Academic Affairs, the Dean of the Libraries, the Vice President for Information Technology, the
30 Vice President for Research and Economic Development, the Dean of the School of Extended
31 Studies, and the Dean of the Graduate School. The chair shall be an *ex officio* member of the Faculty
32 Senate Executive Committee. The representatives from the colleges, the Libraries, and the American
33 Heritage Center shall be elected by their respective units, and the student members shall be selected
34 by ASUW and by the graduate students, respectively. Members shall serve three-year staggered
35 terms, and the chair shall be a faculty member.

36 37 **13. ACADEMIC INFORMATION TECHNOLOGY COMMITTEE**

38
39 **a. Rationale.** The committee is established to coordinate and to exchange information regarding
40 academic information technology services for the University.

41 **b. Functions.** The committee shall aid in the establishment of policies for academic information
42 technology services and usage at the University. It shall provide advice in regard to needed
43 information technology capabilities and services for academic purposes, and in this regard to the
44 long-range goals of the University. The committee shall endeavor to serve as a channel for
45 communication among the various academic users and providers of academic information
46 technologies.

1 **c. Powers.** The committee shall serve in an advisory capacity to the President appropriate Vice
2 presidents, Deans, or Directors on matters pertaining to needed information technology capabilities
3 and services for academic purposes. All Committee actions shall be reported to the Faculty Senate
4 regularly.

5 **d. Composition.** The committee shall consist of 13 voting members. Each of the seven colleges (two
6 from Arts and Sciences other than the Department of Computer Science), the Libraries, the American
7 Heritage Center (Archivists), ASUW, the Department of Computer Science, and University Services
8 will be given the opportunity to be represented. If representation from any of these groups cannot be
9 found, then the Committee on Committees is directed to select members in as representational
10 fashion as possible. The Vice President for Information Technology and Chief Information Officer
11 shall be an *ex officio* member. Committee members shall serve staggered three-year terms, except for
12 the student representative, who shall serve a one-year term. The Chair of the Academic Information
13 Technology Committee shall serve as an *ex officio* member of the Administrative Information
14 Technology Advisory Committee and the Faculty Senate Executive Committee.

15 16 **14. UNIVERSITY STUDIES COMMITTEE.**

17
18 **a. Rationale.** The University Studies Program requires completion of specific requirements in
19 identified areas of study in accordance with criteria approved by the University Faculty Senate. In
20 cooperation with the Board of Trustees and academic administrators, the Faculty senate is
21 responsible for making decisions regarding curriculum.

22
23 **b. Functions.** The University Studies Committee shall:

24
25 i. Develop and maintain a planning, review and assessment process for the University Studies
26 Program

27
28 ii. Define the philosophy, learning outcomes desired, and criteria for courses in the relevant areas of
29 study, with Faculty Senate approval.

30
31 iii. Identify and approve courses for the Program.

32
33 iv. Consult with and advise academic departments concerning the needs and requirements of the
34 Program.

35
36 v. Grant approval of alternative courses or pilot programs to fulfill University Studies requirements
37 for a limited time.

38
39 vi. Appoint ad hoc sub-committees as needed to accomplish the goals of 3.B.i-v and to select and
review courses that meet the criteria approved by the Faculty Senate.

40
41 vii. Develop and maintain appropriate linkages with the Academic Planning Committee, the Faculty
42 University Course Review Committee, and the Student Interaction Committee, with particular regard
43 to new courses or modification of courses considered for approval as meeting requirements of the
Program.

1 viii. Make reports and recommendations to the Faculty Senate as may be deemed appropriate or as
2 requested. ix. Consider and grant such waivers of requirements of the University Studies Program to
3 petitioning students as warranted by unusual and extenuating circumstances, upon recommendation
4 of the Coordinator (see 4.b.).
5

6 **c. Composition.** Members of the University Studies Committee will include one tenured or tenure-
7 track faculty member from each of the undergraduate colleges and from the Libraries and University
8 Services unit, with the exception that the College of Arts and Sciences shall have two representatives.
9 Each College or group will elect their own representatives, and these names will be forwarded to the
10 Executive Committee of the Faculty Senate for approval. The initial Committee will be divided in
11 thirds to serve one-, two-, or three-year terms. As the initial Committee members finish their terms,
12 the College or support unit represented by those members will nominate their own representatives,
13 and these nominations will be forwarded to the Executive Committee of the Faculty Senate for
14 approval. Faculty representatives shall serve staggered three-year terms. Members who have served a
15 three-year term cannot succeed themselves. Vice presidents, deans, associate and assistant deans, and
16 directors shall not be eligible to serve on the Committee. A student designated by the Associated
17 Students of the University of Wyoming Senate shall be a member with vote, and the President, Vice
18 President for Academic Affairs, a representative from Student Affairs, the Academic Planning
19 Committee, the Dean's Council, Academic Advising, and the Wyoming community colleges shall be
20 *ex officio* members without vote. The Committee shall elect its chairperson. The Chair or his/her
21 designee shall serve as an *ex officio* member of the Faculty University Course Review Committee.
22 The University Studies Coordinator shall serve as secretary of the Committee and maintain a record
23 of the minutes of meetings. The Executive Committee of the Faculty Senate shall fill temporary
24 vacancies on the University Studies Committee.

Source: University Regulation 702, Revision 16; adopted 7/17/08 Board of Trustees meeting

AUTHENTICATION: *The foregoing Senate Bill 317 was duly adopted by the Faculty Senate of the University of Wyoming under date of February 23, 2009, and is hereby transmitted to the President of the University of Wyoming for review in accordance with UW Regulations.*

Clifford Marks
Secretary of the Faculty Senate