

## WIHR Charter at a glance

- 1. Faculty Associates:** Faculty members and professional staff are informed of all WIHR activities. The Associate designation begins with a request from the individual. The WIHR responds with a letter of welcome sent to the Associate and his/her department head/program director.
- 2. Humanities Faculty:** These are Faculty Associates who have applied and been given formal adjunct status (from the Trustees). The nomination requires the candidate to submit a CV to the WIHR Director who then forwards this to the VP for Academic Affairs along with a letter of nomination. Faculty members serve three years terms which are renewable. Drovers and all committee members must have Humanities Faculty status.
- 3. Humanities Faculty Chair:** Elected by the Humanities Faculty, serves a 1 year term which is renewable.
- 4. Executive Council:** Role to provide advice to the Director, etc. and to approve committee appointments and adjunct faculty appointments. Composed of Drovers, Chairs of standing committees, Chair of Faculty, and 2 at large elected faculty members. So, the Exec Council has 5 members (assuming the standing committees have drovers as chairs). The Council members serve three year terms (which apparently aren't renewable) and elect a Chair who serves a 1 year term which is renewable.
- 5. Standing Committees:** Grants, Program, Fellowship, and Communications all of which have no specifics (number of members, etc.) in the Charter.
- 6. Ad Hoc Committees:** The Charter also anticipates the need to create special committees from time to time, but once again no specifics.

## WIHR STRUCTURE AND GOVERNANCE

WIHR is sustained by the energy and innovation of colleagues working with humanities themes, issues, approaches, and bodies of knowledge. Therefore, the foundation of the Institute is a community to be known as **Humanities Faculty Associates**. This community is open to everyone affiliated with the University of Wyoming with an interest in humanities related research and/or teaching. The only membership requirement is to notify the Institute in writing of interest in joining the community.

In order to sustain a collegial atmosphere, members of the Faculty Associates community who have a willingness to participate actively in the governance of the Institute will form the **WIHR Faculty**. Members of the Institute's Executive Council, Standing Committees and Drovers will be selected from the WIHR Faculty. In addition, WIHR Faculty will have approval authority regarding broad Institute policies and provide advice to the Director on an as needed basis. The composition of the WIHR Faculty will reflect the diversity of the humanities community. Members of the WIHR Faculty are appointed through a formal application process and receive adjunct faculty status from the UW Board of Trustees. WIHR Faculty serve three year terms (renewable) and select a Chair who serves a one year term (renewable).

## WIHR ADMINISTRATIVE STRUCTURE

The **Institute Director** is responsible for guiding all aspects of the Institute's program. The Director's administrative activities include pursuing funding, facilitating grants, budget development, and providing program leadership. The Director also represents the humanities in internal administrative discussions and structures and is the primary contact person for WIHR with similar organizations at other universities and appropriate professional organizations, such as the Consortium of Humanities Centers and Institutes. The director is appointed by the Vice President for Academic Affairs upon the recommendation of the Executive Council and serves a three-year term (renewable). The Director is a compensated position and the form of compensation will be established following standard University processes.

**Drovers** work with the Director to shape the direction of WIHR. Their primary responsibilities include soliciting ideas from faculty for Institute programming; helping humanities faculty develop ideas into proposals for funding; and developing public events for the Institute. They are appointed by the Director and serve three year terms. Drovers receive compensation from the Institute, normally release time from part of their regularly assigned academic duties.

The **Executive Council** serves as an advisory body for the Director on all aspects of the Institute's operation. In addition, the Executive Committee serves as the approval body for selecting members of the WIHR Faculty, Standing Committees, and any other Institute committees. Membership includes: the Drovers, Chairs of WIHR Standing Committees, the Chair of the WIHR Faculty, and two representatives elected at large by the WIHR Faculty. The Executive Council membership will reflect the diversity of the humanities community. Executive Council members will serve three year terms, and the Chair of the Executive Council is elected by Council members to a one year term, renewable.

The **Standing Committees** are responsible for guiding the major program activities of the Institute and providing recommendations to the Director about Institute programs. Members of the standing committees are appointed by the Director with the approval of the Executive Council and serve three year terms. Drovers usually serve as the Chair/Facilitators for the

standing committees, though there may be exceptions.

**Grants Committee** reviews and makes recommendations on applications for the Institute's Internal Research Grant program. In addition, the committee provides advice and recommendations for other Institute grant related matters as needed.

**Program Committee** reviews and makes recommendations on funding requests for Institute co-sponsorship and is responsible for managing the Institute's Distinguished Lecturer Series. The committee provides advice on and support for other Institute programs as needed.

**Fellowship Committee** works with the Director to develop fellowship funding support and then reviews and makes recommendations on applications for the Institute's Internal and External Fellowship programs. In addition, the committee provides advice and recommendations on other fellowship related matters as needed.

**Communications Committee** manages all publicity matters for the Institute and its programs. Communications and Program Committees work together on outreach programs to the state of Wyoming.

Wyoming Institute for Humanities Research

