



# Haub School of Environment and Natural Resources Bylaws

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## I. PURPOSE

The Bylaws of the Haub School of Environment and Natural Resources are established by provision of UW Regulation 2-411 (Academic Organization).

## II. PREAMBLE

The mission of the Haub School is to advance the understanding and resolution of complex environment and natural resource challenges. We educate future leaders, generate and share knowledge with and for communities, and build capacity for sound and collaborative decision making in Wyoming, the West, and beyond.

We envision sound, inclusive, and durable solutions to our most complex environment and natural resource challenges—solutions based on the best information, crafted by diverse perspectives, and built to last.

We work to achieve our vision through an innovative, experience-based education of undergraduate and graduate students, research and scholarship on critical environment and natural resource questions, and support for collaborative, stakeholder-driven solutions.

## III. DEFINITIONS:

### A. PERSONNEL

#### **Faculty**

The Faculty at the Haub School shall consist of the President of the University and the Vice President for Academic Affairs, ex officio without vote; the Dean of the Haub School, and all tenured, tenure-track, and non-tenure track faculty appointments with a partial or full appointment within the Haub School.

#### **Staff**

Staff personnel include part-time and full-time designations. Staff fulfill specific support-related functions within the Haub School.

## **B. STUDENTS**

Students are those enrolled in the Haub School's courses.

## **IV. VOTING PRIVILEGES, RESPONSIBILITIES AND RIGHTS OF FACULTY MEMBERS**

### **A. Powers and Duties**

The Haub School Faculty shall have the powers and duties set forth in the UW Regulation, including jurisdiction over academic matters pertaining to the School including determination of curricula, the standards for admission to, continuation in, and graduation from the Haub School.

With respect to reappointment, tenure, and promotion decisions, the Haub School Faculty have voting rights as allowed by the candidates or applicants for reappointment, tenure, and promotion.

#### **1. Faculty Action**

The voting membership of the Haub School shall include the Dean and all members of the Haub School Faculty, whether full-time or sharing appointments in a college with at least a 50% appointment in the Haub School. All individuals holding full-time temporary faculty positions become voting members of the Faculty after employment for two consecutive academic years or longer.

The ex officio membership of the Haub School shall have no voting privileges and shall include the (1) the President of the University and the Vice President for Academic Affairs, (2) Faculty Emeriti, (3) visiting and adjunct professors; and (4) all individuals holding temporary or part-time faculty appointments of less than two consecutive academic years.

A quorum is achieved when 50 percent of the voting members of the Faculty are present. Proxy votes shall be accepted from voting members of the Faculty who are unable to attend meetings due to professional obligations; attending Faculty members may carry no more than one proxy each. All Faculty voting by proxy shall be used to reduce the quorum count.

### **B. Faculty Hours**

It is the policy of the Faculty of the Haub School to be available to our students for advice, counseling and academic instruction outside of the classroom. Office hours in the Haub School shall comport with the University Regulation – UW Reg. 2-117. Faculty are expected to be available to students outside of class, both by appointment and during regularly scheduled office hours.

## **V. ORGANIZATION AND GOVERNANCE**

**Dean**

The chief administrative officer of the School shall be a Dean, appointed in accordance with UW Regulations. The Dean shall be responsible for all matters relating to the educational and administrative affairs of the School.

**Associate Dean/Assistant Dean**

There may be one or more Associate Deans or Assistant Deans appointed by the Dean, in consultation with the Haub School Faculty. The Associate Dean(s)/Assistant Dean(s) shall assist the Dean in all matters relating to the educational and administrative affairs of the School.

**Director**

There may be one or more Directors appointed by the Dean, in consultation with the Haub School Faculty, and shall assist the Dean with oversight of major divisions within the Haub School such as the Ruckelshaus Institute.

**The Ruckelshaus Institute**

The Ruckelshaus Institute of Environment and Natural Resources is a Division of the School. Its director is a member of the School Faculty, and it advances the understanding and resolution of complex environmental and natural resources challenges and supports stakeholder-driven solutions to environmental challenges.

**VI. MEETINGS**

The Faculty of the Haub School shall meet at the request of the Dean, who shall preside, or on request of at least ten percent of voting members of the Faculty. The Dean shall be responsible for giving notice of Faculty meetings. Staff are welcome to attend the Faculty meetings as appropriate but are non-voting members.

The Dean may also request all Faculty and Staff attend Haub School Community Meetings. Community Meetings are intended to address non-voting matters of the Haub School and are generally inclusive to all employees and affiliates.

**VII. STANDING COMMITTEES**

The School may establish standing committees. The membership, duties, and governing procedures for committees shall be defined in accordance with any relevant UW Regulations. Membership in standing committees will be determined by the Dean in consultation with the Faculty.

Ad hoc committees may be established by the Dean following consultation with the Faculty. The Dean shall have the responsibility of appointing other committees as the Dean deems necessary to assist the Dean in performing the administrative functions of the School. Membership in ad hoc committees will be determined by the Dean in consultation with the Faculty.

**VIII. AMENDMENT OF THE BYLAWS**

Consistent with UW 2-411, Bylaws must be approved by a majority of the Faculty within the School. The Bylaws must be approved the by the Provost and Vice President of Academic Affairs and must be reviewed every three (3) years.

**IX. CONFLICT BETWEEN COLLEGE BYLAWS AND UNIVERSITY REGULATIONS, POLICIES AND PROCEDURES**

University of Wyoming Regulations and Standard Administrative Policies and Procedures (SAPP) take precedence over College and Academic Unit Bylaws.

**BYLAWS ACCEPTED AT FACULTY MEETING ON: November 6, 2019**

**Approved by Provost:**

**Revised:**