



College of Law Bylaws

I. PURPOSE

The Bylaws of the College of Law are established by provision of UW Regulation 2-411 (Academic Organization).

II. PREAMBLE

The College has as its principal objective the preparation of students for the legal profession. In addition, it seeks to prepare students for public service at local, state and federal levels, in and out of public office, and, through faculty and student research and activities, to serve the community, the state and the nation in the improvement of the law and the administration of justice.

III. DEFINITIONS

A. FACULTY

The Faculty of the College shall consist of the President of the University and the Vice President for Academic Affairs, *ex officio* without vote; the Dean of the College, and all persons serving in the College who are permanent full-time members of the law Faculty. Persons serving full-time in the College who are University faculty, an Assistant Dean or have visiting status, but no law Faculty status, shall be eligible to participate in Faculty matters without vote.

B. LAW LIBRARY FACULTY

The Law Library Faculty shall include the President of the University, the Vice President for Academic Affairs, the Dean of the College of Law and the College of Law Faculty, *ex officio* without vote; the Director of the Law Library; and all members of the University faculty serving in the Law Library at the rank of Assistant Law Librarian, Associate Law Librarian and Law Librarian.

C. STUDENTS

1. Honor Code

Because the students enrolled in the College are engaged in a course of study leading to membership in the legal profession, an Honor Code shall govern the conduct of examinations, the preparation of work projects, and the expectations of professionalism. The Honor Code shall be published or made available online and distributed to all students at the beginning of the fall semester each year, at which time an orientation program for new students in the Honor System shall be



conducted. Alleged violations of the Honor Code shall be handled in accordance with the procedure described in the Code.

2. Student-Faculty Discussion Committee

At least once each semester the Dean and the student delegate to the faculty shall consider calling a meeting of the Student-Faculty Discussion Committee, which shall consist of the Dean and two members of the faculty appointed by the Dean, the student delegate to the Faculty, the Chancellor of the Potter Law Club, and one member of each class, selected as the class may desire. The meetings shall be open to all interested members of the Faculty and student body and may include discussions with respect to problems of mutual interest in the operation of the College. In particular, the students shall be provided an opportunity to express their views on curriculum and the general academic program of the College.

3. Student Delegate

A student delegate to the Faculty shall be elected by the student body in the fall of each year. The student delegate, or an alternate designated by him/her, must receive the same notice of meetings as does the Faculty and must have the right to attend all meetings and speak on all matters, without vote, except that he/she must not attend the discussions and voting in cases of probation, scholarships and awards, admissions, graduation of students, disciplinary action under the Honor Code, similar matters relating to individual students, and Faculty personnel matters. When broader student information and opinion is desirable, the Dean and the student delegate may agree to invite up to two additional students to a particular meeting or a part thereof.

IV. VOTING PRIVILEGES, RESPONSIBILITIES AND RIGHTS OF FACULTY MEMBERS

A. POWERS AND DUTIES

Subject to the authority of the President and the Board of Trustees, and except as authority is otherwise limited by general University educational policy and correct academic and administrative relations with other units of the University, the Faculty of the College of Law shall have jurisdiction in all matters within the scope of the College, including the determination of curricula, the standards for admission to, continuation in, and graduation from the College, and the scheduling of classes and exams within the College. The Faculty, or any member thereof, or the student delegate to the Faculty, may, on matters of selection, tenure and promotion of Faculty members, submit to the Dean advice and recommendations. The Dean shall receive and consider such advice and recommendations and may consult any of the above-listed and other persons as he/she may deem appropriate. The Faculty, through the Dean, shall recommend candidates for diplomas and degrees to the President and the Board of Trustees.

1. Delegation of Authority



Any authority or responsibility of the Faculty may, with the approval of the Dean, be delegated to an individual member of the Faculty or a committee of Faculty members.

2. Faculty Action

Three-fourths (3/4) of the voting members of the Faculty constitutes a quorum for the consideration of matters within the jurisdiction of the Faculty. The vote of the majority of Faculty members participating in a meeting at which a quorum is present shall be the act of the Faculty. The Dean may, at his/her discretion, circulate among the Faculty a written proposal for action, which will be adopted if it receives the endorsement of a majority of the members of the Faculty.

3. Rules and Standards

The Faculty of the College of Law shall adopt rules governing admission to the College, scholarship requirements, attendance requirements and requirements for graduation. Such rules shall be in force from the time they are printed, made available online, or are posted on an official bulletin board of the College. The Faculty shall reserve the right to revise such rules at any time.

4. Election of Senator

All voting members of the Faculty and Law Library Faculty shall be eligible for elective membership to the University Senate and eligible for re-election, except during the year following completion of a three-year term. Elections to regular or partial terms shall be held at a Faculty meeting; nominations shall be made at the meeting and voting shall be by ballot. A majority of those voting shall be required to elect a nominee. If a majority is not obtained upon a ballot, the name of the person receiving the lowest number of votes shall be stricken and another ballot taken.

B. FACULTY HOURS

It is the policy of the Faculty of the College of Law to be available to our students for advice, counseling and academic instruction outside of the classroom. It is commonplace for Faculty members to be available for such purposes fifteen, twenty, or even more hours per week, on an open-door basis. It is also the policy of this Faculty to have a minimum of five posted office hours per week. While it is recognized that meetings and other Faculty commitments may cause a change or cancellation of their posted office hours, it is expected and contemplated that Faculty members will adhere to the spirit of this policy and normally be available to students for at least fifteen hours during each week.

V. ORGANIZATION AND GOVERNANCE

A. ACCREDITATION

The College shall at all times be guided by the accreditation standards of the Association of American Law Schools and the American Bar Association.



B. ADMINISTRATIVE UNIT

The College shall operate as a single administrative unit, without subdivisions or departments. Areas of Faculty and student activity, such as the Law Library, the Academic Centers, the Law Review, and the Clinics, may be conducted under the direction of a Faculty member, however, all budget, personnel and other administrative functions shall be the responsibility of the College administration.

C. DEAN

The College shall be headed by a Dean appointed in accordance with the UW Regulations. The Dean is responsible for all matters relating to the educational and administrative affairs of the College, transmitting and recommending appointments and promotions with respect to Faculty and staff, and exercising general administrative supervision over the educational programs and operations of the College. The Dean may assign specific administrative functions to members of the Faculty with their consent.

D. ASSISTANT OR ASSOCIATE DEAN

The Dean has the power to appoint an Assistant Dean and an Associate Dean and to assign or delegate administrative duties to him/her.

E. LIBRARY

The College shall maintain a Law Library containing a collection of legal and related materials sufficient to permit general and basic research, as well as specialized research in areas of particular interest to the College. The library shall be under the direction of a full-time professional Law Librarian, who shall have the position of Director. The staff of the Library shall also include other professional law librarians, who will make up the Law Library Faculty, and other such staff as may be necessary or desirable.

VI. MEETINGS

A. FACULTY

The Faculty shall meet at the beginning of each semester of the academic year at a time to be fixed by the Dean, and at such other times as may be designated by the Dean. The Dean shall be responsible for the giving of notice of Faculty meetings. The conduct of business shall be in accordance with the most recent revision of *Robert's Rules of Order*.

B. LAW LIBRARY FACULTY

Meetings of the Law Library Faculty shall be called as necessary by the Director of the Law Library ("Director"), acting in the capacity of a Dean, or on request of the Dean of the



College of Law, or by written request of one member of the Law Library Faculty. The Director will serve as the Presiding Officer at all meetings of the Law Library Faculty or may appoint another member of the Law Library Faculty to serve as Presiding Officer. A simple majority of the members of the Law Library Faculty constitutes a quorum. The process for the selection or appointment of other officers and the establishment of additional policies related to the conduct of regular meetings must be discussed and adopted by a majority vote of all Law Library Faculty members during a meeting of the Law Library Faculty and will be maintained in supplemental guidelines to this Bylaw.

VII. STANDING COMMITTEES

Committees may be appointed by the Dean to assist him/her in the performance of administrative duties, or committees may be organized or established by Faculty action subject to approval by the Dean. The membership, duties and governing procedures of such committees may be defined in the College policies and in accordance with any relevant UW Regulations. The Dean, or the Faculty with approval by the Dean, may establish or dissolve committees as deemed necessary.

VIII. DEGREES AND PROGRAMS

The College of Law shall grant the Juris Doctor (J.D.) degree to candidates who have met the established requirements for said degree. The Faculty of the College, through the Dean, shall recommend candidates for diplomas and degrees in course to the President and the Board of Trustees.

IX. AMENDMENT OF THE BYLAWS

Consistent with UW 2-411, Bylaws must be approved by 2/3 of Faculty quorum within the College, where a quorum is defined as 50% of the Faculty within the College. Alternatively, the Bylaws may be approved by a majority of the Faculty within the College. The Bylaws must be approved by the Provost and Vice President of Academic Affairs and must be reviewed every three (3) years.

X. 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.

Exceptions to University Regulations and Standard Administrative Policies and Procedures must be approved by the Provost and President, and where appropriate, by the Board of Trustees.

BYLAWS ACCEPTED BY FACULTY ON: June 19, 2019

Approved by Provost: June 24, 2019

Revised: