



University of Wyoming at Casper Bylaws

I. PURPOSE

The Bylaws of the University of Wyoming at Casper are established by provision of UW Regulation 2-411 (Academic Organization).

II. PREAMBLE

In 1976 the University of Wyoming and Casper College pioneered a new era in the delivery of higher education in central Wyoming by forming a partnership to create the University of Wyoming at Casper. Using the personnel, services, and facilities of both institutions, students are able to earn a variety of bachelor's and master's degrees. UW's branch campus in Casper was established to meet the needs of students unable to move to Laramie. These students tend to be nontraditional students who may be older or have families, homes, or jobs in the Casper area. It is the mission of UW-Casper to serve these students and provide them access to UW's high-quality educational opportunities, along with contributing to the cultural life of central Wyoming.

III. DEFINITIONS:

A. PERSONNEL

Personnel within UW-Casper include academic personnel and staff. Academic personnel, the faculty, includes two categories: tenure-track faculty and academic professionals. Tenure-track faculty members are defined as professor, associate professor, assistant professor, and instructor. The academic professional category includes probationary and extended-term academic professional lecturers and research scientists. Academic professionals also can serve at senior, associate, and assistant levels. Temporary and part-time academic personnel are non-voting members of the campus and are not eligible for elected committees. Academic personnel typically have an appointment within a specific department, school, or division, and that unit's corresponding academic College. UW-Casper will work collaboratively with those academic units for the benefit of the academic personnel at the branch campus, and the students they serve. Classified staff are defined and governed by UW Regulation 5-3.

B. STUDENTS

Students at UW-Casper are fully UW students, and hence have all of the applicable rights and responsibilities, including being under the Student Code of Conduct. UW-Casper shall conform to UW Regulations for matter related to the admission, probation, dismissal, and reinstatement of students.

IV. VOTING PRIVILEGES, RESPONSIBILITIES AND RIGHTS OF FACULTY MEMBERS

All UW-Casper full-time academic personnel have voting rights in regards to the shared governance occurring at the branch campus. UW-Casper faculty shall determine, via majority vote of those present at faculty meetings, who will represent the branch campus on those entities where faculty are appointed as representatives of UW-Casper, such as Faculty Senate.

UW-Casper academic personnel are also under the University's general regulations pertaining to faculty, along with all relevant College and department, division, and school policies.

V. ORGANIZATION AND GOVERNANCE

The University of Wyoming at Casper is administered by a Dean, as appointed by the Provost and confirmed by the UW Board of Trustees. UW-Casper meets the criteria established by the Higher Learning Commission to be considered a branch campus. The Dean shall preside at faculty meetings, administer the UW-Casper budget, and be responsible for administrative matters at the branch campus.

UW-Casper is governed in part by a Memorandum of Understanding and a Cooperative Agreement with Casper College (CC). Those documents establish the nature of the collaborative partnership between UW and CC.

VI. MEETINGS

The Dean shall announce and conduct a meeting of the faculty of UW-Casper at least once a semester, and more often as needed. The main purpose of those meetings shall be to update the faculty on issues relevant to branch campus and to solicit their input. If faculty believe meetings should be held more often, they are welcome to call for more a frequent schedule. The presumption is that the Dean will abide by such a request.

VII. STANDING COMMITTEES

The standing committees of UW-Casper are as follows:

Learning Community Leadership Committee: all branch campus academic personnel are members. The committee provides a forum for faculty to come together to discuss

common challenges, to learn together, and exchange views. Faculty shall vote annually on who is the chairperson of the committee.

Celebration of Excellence Committee: this committee shall plan the annual spring celebration for those students who are graduating, or who have received special recognition. Committee members are appointed by the dean and include staff and faculty.

Scholarship Committee: this committee determines the recipients of scholarships that are specific to UW-Casper students. Committee membership shall be appointed by the dean, with input from faculty and staff, and shall include both academic and non-academic personnel.

UW-Casper retains the right to create other permanent and *ad hoc* committees as needed.

VIII. CURRICULUM OF THE COLLEGE

The role of UW-Casper is to deliver the curriculum set by the academic units of the University. UW-Casper does not have its own, separate curriculum.

IX. OTHER

UW-Casper supports grant funded entities run through UW, such as Manufacturing Works, Student Educational Opportunity, and Upward Bound. This includes providing office space, staffing assistance within UW-Casper resources, and logistical support.

X. AMENDMENT OF THE BYLAWS

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

XI. 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 AT FACULTY MEETING ON:

Approved by Provost: September 10, 2019

Revised: