

1 UW REGULATION ~~6-7012-301~~  
2 Faculty Senate ~~Bylaws~~  
3

4 I. PURPOSE  
5

6 ~~To establish the Faculty Senate Bylaws.~~ The Board of Trustees, with and subject to the  
7 regulations of the Board of Trustees and applicable provisions of law, confers  
8 responsibility for University educational and academic programs and policies on the  
9 University Faculty. These powers, subject to the Authority of the Board of Trustees, are  
10 expressed through the Faculty Senate.  
11

12 II. DEFINITIONS  
13

14 A. Faculty Senate: Membership to, organization of, and policies and procedures of  
15 the Faculty Senate are established in the ~~Standard Administrative Policies and~~  
16 ~~Procedures of the Faculty Senate~~ Faculty Senate Bylaws. The Faculty Senate,  
17 subject to review and approval in accordance with UW Regulations, establishes  
18 the educational and academic policies which promote and protect the interests and  
19 welfare of the University community, protects academic freedom, and furthers the  
20 full and free development and presentation of scholarly learning, teaching,  
21 research, ~~creative activity~~ and service.  
22

23 B. Faculty Senate Executive Committee: membership on the Executive Committee is  
24 by election from the Faculty Senate. The offices, organization, policies, and  
25 procedures of the Faculty Senate Executive Committee are established in ~~this~~  
26 ~~regulation and the Faculty Senate Bylaws~~ ~~Standard Administrative Policies and~~  
27 ~~Procedures of the Faculty Senate.~~  
28

29 C. Faculty Senate Coordinator: The Faculty Senate Coordinator manages and  
30 executes the administrative support functions of the Faculty Senate, the Faculty  
31 Senate Chair, the Faculty Senate Executive Committee, and the Committee on  
32 Committees.  
33

34 D. Faculty Senate Standing Committees: Support and report to the Faculty Senate.  
35 They ~~shall~~ ~~may~~ report directly to Academic Affairs when ~~appropriate~~ in  
36 accordance with the ~~Faculty Senate Bylaws~~ ~~Standard Administrative Policies and~~  
37 ~~Procedures of the Faculty Senate.~~ The responsibilities of Faculty Senate Standing  
38 Committees are defined in the ~~Standard Administrative Policies and Procedures of~~  
39 ~~the Faculty Senate.~~  
40

41 H.III. DELEGATION OF POWER ~~THE UNIVERSITY FACULTY SENATE~~  
42

43 The powers conferred upon the University Faculty by the Board of Trustees, subject  
44 to the limitations stated herein, shall be vested ~~exclusively~~ in the Faculty Senate  
45 established by this Regulation, which body shall act for and in behalf of the  
46 University Faculty in the exercise of said powers. ~~The Faculty Senate is established by~~

47 ~~Bylaws of the University Faculty and vested, subject to limitations contained therein,~~  
48 ~~with the powers conferred upon the University Faculty by the Board of Trustees.~~

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50  
51 **IV. AUTHORITY**

52  
53 ~~Pursuant to such Bylaws of the University Faculty, the Faculty Senate shall seek to~~  
54 ~~determine and establish educational and academic policies which promote and protect the~~  
55 ~~interests and welfare of the University community and further the full and free~~  
56 ~~development and preservation of scholarly learning, teaching, and research. The authority~~  
57 ~~of the Faculty Senate conferred by the Board of Trustees includes the following:~~

58  
59 A. To establish and review policies for student curricula and courses;

60 B. To establish policies for general requirements for degrees, diplomas, certificates,  
61 and honorary degrees;

62 C. To establish policies and standards for admission, registration and dismissal of  
63 students, and other matters related to the education of students;

64 D. Participation in formulating and implementing policies governing the status of  
65 faculty, including their appointment, promotion, tenure, post tenure review, ~~fixed-~~  
66 ~~term, extended term,~~ dismissal, academic freedom, sabbatical leave, and  
67 economic benefits;

68 E. Participation in planning, developing, allocating and using the University's  
69 human, fiscal, and physical resources, including formation of policies and  
70 procedures for budgetary priorities of the University and participation on any  
71 Financial Crisis Advisory Committee;

72 F. Participation with the Board of Trustees in the selection ~~and evaluation~~ of a  
73 President and a Provost of the University;

74 G. To propose amendments or additions to the Bylaws of the Trustees and UW  
75 Regulations;

76 H. To provide a means for which any matter of interest to the Faculty or pertaining to  
77 the University and its purposes may be brought to the Faculty Senate or the  
78 University Faculty for discussion and appropriate action; ~~and~~

79 ~~—Establishing and ~~amending~~ maintaining the Faculty Senate Bylaws ~~Standard~~~~  
80 ~~Administrative Policies and Procedures of the Faculty Senate with a 2/3 vote~~  
81 ~~during a regular Faculty Senate meeting;~~

82 I. ~~Maintaining the UW Regulations and Standard Administrative Policies and~~  
83 ~~Procedures for which Faculty Senate has primary responsibility;~~

84 The authority of the Faculty Senate shall not limit the powers or authority of academic or  
85 administrative officers, or any College, department or unit, granted by law, the Bylaws of  
86 the Trustees, or the UW Regulations.

87  
88  
89  
90 **IV.V. MEMBERSHIP**

91  
92 The Faculty Senate shall consist of elected members and *ex officio* members. All voting  
93 members of the University Faculty defined in UW Regulation ~~56-700-1~~ shall be eligible  
94 for elected membership to the Faculty Senate.

95  
96 *Ex officio* members shall be the President of the University, the Vice Presidents of the  
97 University, University Deans, the Chair of the Staff Senate, and the President of the  
98 Associated Students of the University of Wyoming or designated representative, all  
99 having the same privileges as elected members except the right to vote.~~The membership~~  
100 ~~of the Faculty Senate is to be determined in accordance with the Bylaws of the University~~  
101 ~~Faculty.~~

102  
103  
104 **V. OFFICERS**

105  
106 ~~The officers of the Faculty Senate shall be selected from the elected faculty senators and~~  
107 ~~shall consist of the following: (a) Chair, (b) Chair Elect, and (c) Secretary. The incoming~~  
108 ~~officers shall take office effective with the May Board of Trustees meeting, and their~~  
109 ~~voting privileges shall be as described below. (In the following paragraphs, the term~~  
110 ~~"Executive Committee" refers to the Executive Committee described in Section 9 of this~~  
111 ~~Regulation.)~~

112  
113 ~~Chair. If the chair's term as a faculty senator expires during the chair's term as chair, the~~  
114 ~~chair's Faculty Senate term shall be extended to last for the remainder of the chair's term~~  
115 ~~as chair. While serving as chair, the chair of the Faculty Senate shall not vote on matters~~  
116 ~~decided by vote of the Executive Committee or on matters decided by vote of the Faculty~~  
117 ~~Senate, unless the chair's vote is necessary to break a tie.~~

118  
119 ~~Chair Elect. After being elected and taking office as chair elect, the chair elect shall~~  
120 ~~serve for one year; the chair elect shall then become chair of the Faculty Senate for the~~  
121 ~~following year. While serving as chair elect, the chair elect shall be entitled to vote on~~  
122 ~~matters decided by vote of the Executive Committee and matters decided by vote of the~~  
123 ~~Faculty Senate. If the Faculty Senate term of the chair elect expires before or during~~  
124 ~~his/her term as chair elect, the Faculty Senate term of the chair elect shall be extended to~~  
125 ~~last until the chair elect has become chair and completed his/her term as chair.~~

126  
127 ~~Secretary. If the secretary's Faculty Senate term does not expire while he/she is serving as~~  
128 ~~secretary, the secretary shall be entitled during his/her term as secretary to vote on~~  
129 ~~matters decided by vote of the Executive Committee and matters decided by vote of the~~

130 Faculty Senate. If the secretary's Faculty Senate term expires before or during his/her  
131 term as secretary, the secretary for the remainder of his/her term as secretary shall remain  
132 a voting member of the Executive Committee, and shall attend Faculty Senate meetings  
133 but shall not vote on matters decided by vote of the Faculty Senate unless re-elected to a  
134 new term as a faculty senator by his/her academic unit.

135  
136 ~~—~~ **OFFICERS' DUTIES**

137  
138 The duties of the officers shall be such as are specified in these Bylaws and as directed by  
139 the Faculty Senate. The primary duties of the officers shall be as follows:

140 ~~A. The Chair shall preside at meetings of the Faculty Senate and of its Executive~~  
141 ~~Committee.~~

142  
143 ~~B. The Chair Elect shall preside at meetings of the Faculty Senate and of its~~  
144 ~~Executive Committee in the event of the absence of the Chair, or at his/her~~  
145 ~~request, and shall take on such other Senate tasks as requested by the Chair.~~

146  
147 ~~C. The Secretary shall record the roll call, proceedings and votes upon bills of the~~  
148 ~~Faculty Senate, and shall receive and keep all communications and reports to and~~  
149 ~~from the Faculty Senate.~~  
150

151 ~~VI. ELECTION PROCEDURES~~

152  
153 ~~The Chair Elect shall be responsible for soliciting nominations of at least two candidates~~  
154 ~~for each of the offices to be filled. If the Chair Elect is unable after good faith effort to~~  
155 ~~identify at least two candidates for each office to be filled, the Senate may proceed with~~  
156 ~~an election for any office for which there is only one candidate nominated. The Chair-~~  
157 ~~Elect shall send a report of these nominations to the Faculty Senate Coordinator who~~  
158 ~~shall cause the names of the nominees to be published at least one week prior to the~~  
159 ~~Senate meeting preceding the election meeting. Additional nominations of officers may~~  
160 ~~be made from the floor at that meeting. All nominations, both from the nominating~~  
161 ~~committee and from the floor, shall be accompanied by a written statement from the~~  
162 ~~candidate regarding background, Senate and University contributions, and goals for the~~  
163 ~~position sought. Such statements should be distributed at the time the candidate is~~  
164 ~~nominated or within one week. At the nominating meeting, candidates for all offices will~~  
165 ~~be introduced and, if time permits, given a chance to speak to the nomination. At the~~  
166 ~~meeting when elections are to be held, voting shall be carried out by written, secret ballot.~~  
167

168 ~~VI. TERM OF OFFICE~~

169  
170 ~~Officers shall be elected at the February meeting of the Faculty Senate, and shall serve~~  
171 ~~for one year beginning at the first regular meeting of the next academic year or at the first~~  
172 ~~summer session meeting, if held, and until, a successor has been duly installed. Any~~  
173 ~~officer may be re-elected for one additional term in the same office. If an officer is filling~~  
174 ~~the unexpired term of a previous officer, the officer's service during that partial term does~~

175 not count toward the two-term limit. The Faculty Senate may declare an office to be  
176 vacant whenever an officer is unable, except temporarily, to carry out the duties of his/her  
177 office. A vacancy shall be filled for the period to complete the term by special election.  
178

179 **VII. VI. EXECUTIVE COMMITTEE**

180  
181 A. The Executive Committee shall consist of the following: The Chair, the Chair-  
182 Elect, the ~~I~~Immediate Past-Chair, the Secretary of the Faculty Senate, and four  
183 ~~m~~Members-at-Large who shall be elected from the voting membership of the  
184 Faculty Senate, ~~for staggered two-year terms. Any sitting member of the Faculty~~  
185 ~~Senate is eligible to be elected as member at large to the Executive Committee for~~  
186 ~~the following two-year term. Should the Faculty Senate term of any Executive~~  
187 ~~Committee member other than the Chair or Chair-Elect expire before or during~~  
188 ~~the period in which the member is serving on the Executive Committee, he/she~~  
189 ~~shall remain a voting member of the Executive Committee for the remainder of~~  
190 ~~his/her term on the Executive Committee, and shall attend Faculty Senate~~  
191 ~~meetings but shall not vote on matters decided by vote of the Faculty Senate~~  
192 ~~unless re-elected to a new term as a faculty senator by his/her academic unit. The~~  
193 ~~Chairs of the Faculty Senate Standing Committees Academic Planning~~  
194 ~~Committee, the Budget Planning Committee, the Committee on Committees, the~~  
195 ~~Faculty Academic Standards, Rights, And Responsibilities Committee, the~~  
196 ~~Faculty Recognition and Development Committee, the Graduate Council, the~~  
197 ~~Library Council, the Student Interaction Committee, the Academic Information~~  
198 ~~Technology Committee, and the University Course Review Committee shall serve~~  
199 ~~as ex officio members of the Executive Committee, with voting rights as specified~~  
200 ~~in UW Regulation 6-702(3)(J).~~

201  
202 B. The Chair of the Faculty Senate shall serve as the Chair of the Executive  
203 Committee.

204  
205 C. The Executive Committee shall have general supervision of the affairs of the  
206 Faculty Senate and its standing committees; fix the hour and place, and prepare  
207 the agenda for the Faculty Senate meetings; ~~and~~ perform such other duties as are  
208 specified in ~~the Bylaws~~ this UW Regulation or the Faculty Senate Bylaws; Faculty  
209 Senate Standard Administrative Policies and Procedures or perform duties which  
210 may be assigned to it by the Faculty Senate.

211  
212 **VII. VII. FACULTY SENATE COORDINATOR:**

213  
214 A. The University shall appoint a staff member to serve as the Faculty Senate  
215 Coordinator. The role of the Faculty Senate Coordinator is the coordination,  
216 management, and execution of the administrative support functions of the Faculty  
217 Senate, the Faculty Senate ~~e~~Chair, the Executive Committee, and the Committee  
218 on Committees.  
219

- 220 B. The Faculty Senate Coordinator shall be a non-voting member of the Executive  
221 Committee and the Committee on Committees.

222  
223 ~~IX. COMMITTEE ON COMMITTEES~~

224 ~~The Committee on Committees shall be responsible for the following duties:~~

225 ~~— Appointment of faculty members to standing committees as described in UW~~  
226 ~~Regulation 6-702, subject to ratification by the Faculty Senate.~~

227  
228  
229  
230 ~~A. Appointment of faculty members to those standing advisory committees as~~  
231 ~~described in UW Regulation 6-703.~~

232  
233 ~~A. Nominate faculty members to serve on administrative committees or boards:~~

234 ~~0. For those committees or boards where members are to be selected by the~~  
235 ~~Faculty Senate; and~~

236  
237 ~~0. For other committees when requested to do so by an appropriate~~  
238 ~~administrative body.~~

239  
240 ~~A. Be informed of the changes to, formation of, and charges to all committees~~  
241 ~~appointed by the President, or a vice president for consideration, advice, or action~~  
242 ~~upon matters pertaining to general University operations and programs, as~~  
243 ~~distinguished from matters under the cognizance of an individual college; and~~  
244 ~~responsible for the coordination of the activities between Faculty Senate~~  
245 ~~committees and the foregoing committees whenever it appears there may be~~  
246 ~~conflict or duplication in assigned functions or purposes of committees.~~

247  
248 ~~A. Preparation of appropriate bills for adoption by the Faculty Senate describing the~~  
249 ~~duties, powers, membership and functions of all Faculty Senate standing~~  
250 ~~committees and standing advisory committees; and~~

251  
252 ~~A. Maintenance of a continuing review of the need and functioning of Faculty Senate~~  
253 ~~standing committees and standing advisory committees.~~

254  
255 ~~**Composition.** The Committee on Committees shall consist of 11 members selected by~~  
256 ~~this committee and approved by the Executive Committee of the Faculty Senate. Each of~~  
257 ~~the seven colleges (two from Arts and Sciences), the Libraries, the American Heritage~~  
258 ~~Center, and the Office of Distance Education Support/UW-Casper will be given the~~  
259 ~~opportunity to be represented. If representation from any of these areas cannot be found,~~  
260 ~~then the Committee on Committees is directed to select members in as representational~~  
261 ~~fashion as possible. The chair of the Committee on Committees shall serve as an ex~~  
262 ~~officio member of the Executive Committee of the Faculty Senate. The chair-elect of the~~  
263 ~~Senate shall be an ex-officio member of the Committee on Committees.~~

264  
265 ~~IX.~~ VIII. **STANDING COMMITTEES**

266  
267 The Faculty Senate shall establish Standing committees for identified areas of continuing  
268 faculty concern authority and responsibility, which shall have responsibility duty for  
269 review, study, and the initiation, or review prior to Senate action, of matters within its  
270 area of concern authority and responsibility. Every committee will have a charge ~~in from~~  
271 the Faculty Senate Bylaws or in writing from the Senate concerning its function. Standing  
272 ~~e~~Committees shall be established and disestablished by the Faculty Senate, and they shall  
273 be responsible for duties as may be determined by the Faculty Senate. The rationale and  
274 powers of each standing committee shall be defined herein.

275  
276 The Standard Administrative Policies and Procedures Faculty Senate Bylaws of the  
277 Faculty Senate shall define the duties, function, structure, and composition of individual  
278 Standing Committees, the structure of subcommittees, times and reporting of meetings,  
279 commencement of service, the election of Standing Committee officers, the use of  
280 alternates and permanent replacements, the use and definition of *ex-officio* members, the  
281 use of experts for consultation with or outside of the university, and representation on  
282 committees of the interests of the Associated Students of the University of Wyoming.

283  
284 —General Charge to Faculty Senate Standing Committees

285  
286 Reports: All committees of the University Faculty shall be responsible to the Faculty  
287 Senate.

288  
289 Function: The primary function of committees of the Faculty Senate shall be to  
290 consider bills or proposals submitted to the senate and assigned to their areas of  
291 responsibility. Committees shall be expected, in a reasonable time, to return  
292 appropriate recommendations to the Senate for action. Committees shall also initiate  
293 and draft bills establishing faculty regulations or recommendations as needs arise in  
294 their areas of responsibility. Committee Chairs or their designees shall introduce such  
295 bills to the Senate for consideration or other action.

296  
297 Duties: The duties of each committee are individually detailed within the Faculty  
298 Senate Standard Administrative Policy and Procedures. Each committee is charged  
299 with the responsibility for continual review of its delegated duties. If changes of a  
300 committee's duties, composition, or existence are deemed advisable, the committee  
301 shall make such recommendations to the Faculty Senate through the Committee on  
302 Committees.

303  
304 —Standing Committee Functions and Powers

305  
306 The list of Standing Committees of the Faculty Senate, their functions, and powers  
307 are as follows:

308  
309 —Academic Information Technology Committee (AITC): The AITC is  
310 established to coordinate and to exchange information regarding academic  
311 information technology services for the University. The committee shall serve

312 in an advisory capacity to the President, appropriate vice presidents, deans, or  
313 directors on matters pertaining to needed information technology capabilities  
314 and services for academic purposes. All substantive committee actions will be  
315 reported to the Faculty Senate regularly.

316  
317 — **Academic Planning Committee (APC):** The overall development of the  
318 University, the determination of academic goals, and the establishment of  
319 academic priorities are responsibilities shared by the Trustees, administrative  
320 officials, faculty, and students. The APC is established to provide a forum in  
321 which educational directions may be discussed, and specific recommendations  
322 developed. All substantive committee actions will be reported to the Faculty  
323 Senate regularly.

324  
325 — **Budget Planning Committee (BPC):** The overall development of the  
326 University, the determination of goals, and the establishment of priorities have  
327 significant budgetary consequences for the entire university community. The  
328 BPC is established to provide a forum for the faculty to effectively participate  
329 in budgetary deliberations. The committee shall receive proposals and  
330 requests for recommendations from the Faculty Senate, the President, the vice  
331 presidents, and others authorized by the President. The BPC may instigate its  
332 own inquiries into areas of budgetary concern. The committee will represent  
333 the faculty in all strategic budget planning and in the budget review process  
334 and forward its recommendations to the Faculty Senate, to the Provost, and/or  
335 other groups or individuals. All substantive committee actions will be reported  
336 to the Faculty Senate regularly.

337  
338 — **Committee on Committees (COC):** Faculty governance is essential to  
339 effective functioning of the University. The COC is established to ensure that  
340 Standing Committees are appropriate to the function of the University, and  
341 that Standing committee functions are reviewed periodically. The COC has  
342 the power and responsibility to 1) appoint faculty members to Standing  
343 Committees and standing advisory committees; 2) nominate faculty members  
344 to serve on administrative committees and advisory boards; 3) be informed of  
345 the changes to formation of and charges to all committees appointed by the  
346 President or Provost for consideration or action upon matters pertaining to the  
347 University operations and programs; 4) coordinate activities between Faculty  
348 Senate committees and committees appointed by the President or Provost  
349 whenever it appears there may be a conflict or duplication in assigned  
350 functions or purposes or committees; 5) prepare or modify Faculty Senate  
351 Standard Administrative Policies and Procedures describing duties, powers,  
352 membership, and functions of all Faculty Senate Standing Committees and  
353 standing advisory committees; and 6) maintain a continuing review of the  
354 need and function of Faculty Senate Standing Committees and standing  
355 advisory committees. All substantive committee actions will be reported to the  
356 Faculty Senate regularly.

358 — **Faculty Academic Standards, Rights, and Responsibilities Committee**  
359 **(FASRR):** The FASRR is established to examine and draft policies which  
360 affect the university community and its individual members, while ensuring  
361 that faculty actions are free and responsible. The FASRR shall provide a  
362 vehicle by which rights are insured and responsibilities defined. All  
363 substantive committee actions will be reported to the Faculty Senate regularly.

364  
365 — **Faculty Recognition and development committee (FRDC):** The FRDC is  
366 established to address ongoing recognition and support of excellence in  
367 teaching and research, which is critical to the morale and well-being of the  
368 University. To maintain and nurture high standards, faculty who demonstrate  
369 innovative teaching methods, strong student engagement, and quality research  
370 should be commended in an official capacity for their own benefit and to  
371 inspire others. Consistently and regularly acknowledging outstanding  
372 performance encourages retention of the highest quality faculty. The FRDC  
373 will develop criteria, solicit and review nominations, select award recipients  
374 and, through the Office of Academic Affairs, announce recipients of  
375 university-wide annual teaching and research awards. As necessary, the  
376 Faculty Senate may assign other charges related to faculty development and  
377 promotion of excellence in teaching and research. All substantive committee  
378 actions will be reported to the Faculty Senate regularly.

379  
380 — **Graduate Council (GC):** The Council is established to act as the  
381 representative group of faculty and students responsible for development and  
382 maintenance of high quality graduate programs. The Council shall advise on  
383 the formulation and review of regulations and policies concerned with  
384 graduate education. It shall review proposals and make recommendations to  
385 the Provost/VPAA concerning new graduate programs, substantive changes in  
386 existing graduate programs, implementation of changes in graduate programs  
387 recommended through program reviews, and delegation of graduate programs.  
388 All substantive committee actions will be reported to the Faculty Senate  
389 regularly.

390  
391 — **Library Council (LC):** The Council is established to address the vital issues  
392 of resources, technology, and the open and effective communication between  
393 the libraries and university. The Library Council will report to the  
394 Provost/VPAA and advise the Dean of the Libraries on library issues. All  
395 substantive committee actions will be reported to the Faculty Senate regularly.

396  
397 — **Research Advisory Committee (RAC):** The RAC is established to promote  
398 active participation in research by members of the University faculty and to  
399 help fulfill the research mission of the University. The committee's dual  
400 responsibility is to the faculty and administration. It shall act in an advisory  
401 capacity: 1) to the President of the university; 2) to the Vice President for  
402 Research and Economic Development; 3) to the Faculty Senate; and 4) to

403 other appropriate officials and bodies. All substantive committee actions will  
404 be reported to the Faculty Senate regularly.

405  
406 — **Student Interaction Committee (SIC):** The SIC is established to examine  
407 and set policies which determine the scholastic standards of the university and  
408 which regulate other areas of scholastic affairs. The committee shall formulate  
409 and review policies and procedures in the broad areas of undergraduate  
410 student academic affairs; provide advice in regard to needed services and  
411 programs for foreign students studying at the University of Wyoming and UW  
412 students studying abroad; formulate long range goals for international  
413 education; and provide policy reviews and recommendations of the University  
414 financial aid program. All substantive committee actions will be reported to  
415 the Faculty Senate regularly.

416  
417 — **Reappointment, Tenure, and Promotion Committee (RTPC):** The RTPC  
418 is established to advise the President and the Trustees in matters relating to  
419 faculty tenure, promotion, dismissals, and reappointment. The committee shall  
420 serve in an advisory capacity to the Provost/VPAA. Where broad policy issues  
421 are involved, and questioned, the committee shall refer such issues directly to  
422 the Faculty Senate. All substantive committee actions regarding policy issues  
423 and not individual recommendations will be reported to the Faculty Senate  
424 regularly.

425  
426 — **University Course Review Committee (UCRC):** The UCRC is established  
427 to monitor and implement the University course review process as described  
428 in UW Regulation 6-806, Section II, part E. The UCRC shall make  
429 recommendations relating to the addition, revision, and deletion of courses to  
430 the Provost/VPAA. Recommendations will consider the University's  
431 comprehensive development, Wyoming community colleges, and the  
432 educational needs of the State of Wyoming. All substantive committee actions  
433 will be reported to the Faculty Senate regularly.

434  
435 — **University Studies Committee (USC):** The USC is established to set policy  
436 regarding curriculum requirements and the University Studies Program.  
437 Duties and authority of the USC are defined in the Faculty Senate Standard  
438 Administrative Policies and Procedures. All substantive committee actions  
439 will be reported to the Faculty Senate regularly.

#### 440 — **AD HOC COMMITTEES**

441  
442  
443 The Executive Committee may appoint ad hoc committees from time to time as it  
444 deems necessary and proper for furthering the business of the Faculty Senate. Such ad  
445 hoc committees may be temporarily assigned as a subcommittee of one of the existing  
446 Faculty Senate standing committees.

### 447 **XI. COMMITTEE REPORTS**

449 The chair of each Faculty Senate committee or an appointed representative shall be  
450 present at each Faculty Senate meeting, and the Executive Committee may require  
451 reports in such form and at such times from any committee as it deems necessary and  
452 proper for furthering the business of the Faculty Senate. The Executive Committee of the  
453 Faculty Senate shall send the agenda and minutes of each Faculty Senate meeting to the  
454 chair of each committee.  
455

## 456 ~~XII.~~ COMMITTEE MEETINGS

457  
458 All standing committees, with the exception of the Reappointment, Tenure and  
459 Promotion Committee, shall notify the Faculty Senate Executive Committee, in advance,  
460 their meetings and the matters they may have under consideration. These announcements  
461 shall be distributed to the Vice Presidents, the Deans, the Department and Division  
462 Heads/Chairs, and to all Faculty Senators. Any member of the University Faculty shall be  
463 entitled to appear before any standing committee and be heard upon any pending matter  
464 or upon matters within the functions and duties of the committee.  
465

## 466 ~~A.~~ CHAIRS OF STANDING COMMITTEES

467  
468 Chairs of Faculty Senate committees shall be ratified by the Faculty Senate upon  
469 nomination by the committee members and upon presentation to the Committee on  
470 Committees.  
471

## 472 ~~XIII.~~ IX. MEETINGS

473  
474 The Faculty Senate Executive Committee shall establish ~~in September of each year the~~  
475 ~~time and place for its regular Faculty Senate meetings~~ dates and times for the year in the  
476 spring semester preceding during the academic year, and shall call additional meetings  
477 when it deems necessary or upon petition by ten or more Senators. Meetings of the  
478 Faculty Senate shall occur not less than once per month between September and May,  
479 inclusive.  
480

## 481 ~~XIV.~~ NOTICE OF MEETINGS

482  
483 Notice and agenda of all meetings of the Faculty Senate shall be published seven days  
484 prior to the time of regular meetings, and one day prior to emergency meetings.  
485

## 486 ~~XVIII.~~ JOINT MEETINGS.

487  
488 Upon recommendation of the Executive Committee or by a majority vote of members  
489 present at a Senate meeting or responding to a mail ballot, joint meetings may be held  
490 with other bodies such as the Student Senate, Staff Senate, or the University Trustees.  
491

## 492 ~~XXII.~~ VOTING LIMITATIONS

- 495 ~~• No vote shall be called for in the Faculty Senate upon any matter unless the~~  
496 ~~substance thereof has been introduced in written form at a prior meeting or~~  
497 ~~circulated to the Faculty Senate not less than one week prior to a meeting by a~~  
498 ~~Senator for action by the Faculty Senate unless it appears to the presiding officer~~  
499 ~~that the matter is not legislative in nature. A Bill or Resolution may be introduced~~  
500 ~~to the Faculty Senate that has not been circulated prior to a meeting upon consent~~  
501 ~~of three-fourths of the members of the Faculty Senate present.~~
- 502
- 503 ~~• No vote on any matter pending before the Senate shall be taken unless at least~~  
504 ~~two-thirds of the voting members be present.~~
- 505
- 506 ~~• An academic unit may elect an alternate faculty member, with voting privileges,~~  
507 ~~to replace a Senator representing their academic unit for any Senate meeting at~~  
508 ~~which the Senator cannot attend. Any member attending a Senate meeting as an~~  
509 ~~alternate for an elected Senator shall announce during the roll call that he or she is~~  
510 ~~attending the meeting as an alternate. Such alternates will be counted in the two-~~  
511 ~~thirds quorum required for a vote to be taken on any Senate matter.~~
- 512
- 513 ~~• Any Senator may appoint any other Senator to act as a proxy and vote for him/her~~  
514 ~~on any Senate matter. Any member attending a Senate meeting as a proxy for an~~  
515 ~~elected Senator shall announce during the roll call that he or she is attending the~~  
516 ~~meeting as a proxy. Senators with proxies acting in their behalf may not be~~  
517 ~~counted toward the two-thirds quorum voting requirement.~~
- 518
- 519 ~~• When voting on bills, any member may require a show of hands by requesting~~  
520 ~~such action to the presiding officer. A roll call vote can be initiated by a motion~~  
521 ~~with second, undebatable, if the motion is sustained by at least 20 percent of the~~  
522 ~~voting members present.~~

523 ~~**XXXIII. INTRODUCTION OF BILLS (THE TERM "BILL" SHALL INCLUDE**~~  
524 ~~**"RESOLUTIONS")**~~

- 525
- 526 ~~• Matters presented for consideration of the Faculty Senate shall normally be~~  
527 ~~introduced in the form of a written bill, the purpose of which is to establish a~~  
528 ~~regulation, make recommendations to other authorities, or accomplish such other~~  
529 ~~objectives as may be appropriate. Each bill shall identify the sponsoring Senator~~  
530 ~~and shall contain a title descriptive of its content and purpose which title shall be~~  
531 ~~read at the time of introduction.~~
- 532
- 533 ~~• The Faculty Senate Coordinator shall record the introduction of each bill and~~  
534 ~~assign an appropriate identification number to it.~~
- 535
- 536 ~~• In the absence of consent to vote at the time of introduction, the presiding officer~~  
537 ~~may lay the bill over to the next meeting, refer it to a standing committee for~~  
538 ~~consideration and report, refer it to the Executive Committee for consideration, or~~  
539 ~~take such action as directed by motion from the floor.~~
- 540

541 ~~XXI.— COMMITTEE REPORTS ON BILLS~~

542

543 ~~At each meeting of the Faculty Senate, any committee possessing bills referred to it shall~~  
544 ~~make a report as to whether it desires to retain the bill for further study or report the bill~~  
545 ~~for Faculty Senate action with its recommendations and any proposed amendment of the~~  
546 ~~committee. The Executive Committee or the Faculty Senate may direct any committee to~~  
547 ~~return a bill to the Faculty Senate for action, and all committees shall advise the~~  
548 ~~Executive Committee, in advance of scheduled meetings, of the bills they will report to~~  
549 ~~the Faculty Senate.~~

550 ~~XLIV.— GENERAL FILE AND PROCEEDINGS~~

551

552 ~~•— All bills reported by committees or those laid over from prior meetings shall be~~  
553 ~~placed in a general file maintained by the Faculty Senate Coordinator. Bills shall~~  
554 ~~be voted upon in the order received by the Secretary, unless a majority of a~~  
555 ~~quorum pass a motion to bring a specific bill from general file before the Faculty~~  
556 ~~Senate for vote.~~

557

558 ~~•— At each meeting of the Faculty Senate, the presiding officer shall call for~~  
559 ~~consideration of bills on general file in the order filed with the Secretary. Bills~~  
560 ~~called from committees by the Executive Committee or the Faculty Senate and~~  
561 ~~bills approved for vote at the time of introduction shall take precedence on~~  
562 ~~general file. A bill returned with presidential disapproval may be introduced for~~  
563 ~~repassage by any member and shall be considered under "unfinished business."~~

564

565 ~~•— Bills and reports of committees shall be read in their entirety, if a motion to such~~  
566 ~~effect is passed by a majority vote.~~

567

568 ~~•— Thereafter it shall be in order for any member to move:~~

569

570 ~~0.— To postpone consideration to a certain date.~~

571

572 ~~0.— To recommit the bill to a committee.~~

573

574 ~~0.— To amend, the form of which motion may be the adoption of committee~~  
575 ~~amendments, or may be independent of such amendments. All~~  
576 ~~amendments shall be reduced to writing if desired by the presiding officer~~  
577 ~~or any member.~~

578

579 ~~•— In the absence of any motions after reading of a bill on general file, or after~~  
580 ~~disposition of motions, the presiding officer shall state the question thus: "This~~  
581 ~~bill (naming it by number), having been read, the question is: 'Shall the bill~~  
582 ~~pass?'" The ayes and nays shall be counted on the vote upon all bills.~~

583

584 ~~LXII.— DISPOSITION OF APPROVED BILLS~~

585

586 All bills passed by the Faculty Senate shall be authenticated by the Secretary and  
587 transmitted to the President of the University of Wyoming for review in accordance with  
588 UW Regulations unless review provisions have been initiated by the University Faculty.  
589 Upon approval on review, such bills shall become effective for the purposes stated  
590 therein, and shall be distributed in such manner as directed by the President of the  
591 University.

#### 592 ~~LXVI.~~ **DISAPPROVED BILLS**

- 593
- 594 .— Except as hereinafter provided, any bills which are disapproved upon review shall  
595 be null and void, and the Secretary shall enter the disapproval in the record of  
596 proceedings relating to the bill.
  - 597
  - 598 .— A disapproved bill may be returned to the Faculty Senate by the President of the  
599 University for reconsideration with regard to specific matters stated by the  
600 President. In such event, the bill shall be considered as a newly introduced bill.
  - 601
  - 602 .— Repassage of a bill does not require advanced circulation of the bill and can be  
603 introduced by any Senator (bill must be seconded and debatable), but the text  
604 cannot be changed in any manner. All disapproved or altered bills will be  
605 published in the agenda under announcements for one meeting and  
606 reconsideration will occur as unfinished business.
  - 607
  - 608 .— If the Senate repasses a bill returned by the President by a three-fourths vote of  
609 the members present and voting, the President shall refer the proposed bill to the  
610 Trustees, at their next regularly scheduled meeting, for final approval, disapproval  
611 or other disposition. At this meeting, the President shall present her/his views on  
612 the proposed bill to the Trustees and the Chair of the Faculty Senate or her/his  
613 designated representative shall be invited by the Trustees to represent the views of  
614 the Faculty Senate on the proposed bill.

#### 616 ~~LXVI.X.~~ **PARLIAMENTARY AUTHORITY**

617

618 The rules contained in the most recent Robert's Rules of Order Revised shall govern the  
619 Faculty Senate in all cases to which they are applicable and in which they are not  
620 inconsistent with ~~these Bylaws~~ this Regulation. Robert's Rules may be suspended upon a  
621 2/3 vote of the senate for a particular non-senate action reason. Order shall return to  
622 Robert's Rules once the particular reason is completed.

#### 624 ~~LXVII.XI.~~ **REPORT OF SENATE ACTIONS BILLS AND RESOLUTIONS**

625

626 Following each Faculty Senate meeting, the Executive Committee shall publish a  
627 summary of bills and resolutions introduced, matters under consideration by committees,  
628 action on bills and resolutions, members absent, and other significant matters. All bills  
629 and resolutions passed by the Faculty Senate shall be authenticated by the Secretary and  
630 transmitted to the President of the University of Wyoming for review and forwarded to

631 the Board of Trustees for consideration in accordance with UW Regulation 1-101. The  
632 President may elect to return a ~~b~~Bill or ~~ra~~Resolution to the Faculty Senate for further  
633 consideration. If the ~~University Faculty or~~ Faculty Senate ~~again~~ passes the ~~returned b~~Bill  
634 or ~~r~~Resolution by a 3/4 vote, the President shall refer the ~~b~~Bill or ~~r~~Resolution to the  
635 ~~b~~Board of Trustees at their next regularly scheduled meeting. ~~All bills passed by the~~  
636 ~~Faculty Senate shall be authenticated by the Secretary and transmitted to the President of~~  
637 ~~the University of Wyoming for review in accordance with UW Regulations.~~

638  
639 ~~XXVIII. COMMUNICATION BY MEMBERS~~

640  
641 ~~Members of the Faculty Senate shall communicate with their constituents by such~~  
642 ~~systematic means as may be available to them such as regular college or academic unit~~  
643 ~~meetings, or meetings called for discussing Faculty Senate business.~~

644  
645 ~~FLOOR PRIVILEGES~~

646  
647 ~~Upon the recommendation of a Senate Committee or by approval of a majority of~~  
648 ~~the members present, any person may address the Faculty Senate on a matter~~  
649 ~~pending before it, subject to such time limitations as may be imposed by the~~  
650 ~~presiding officer.~~

651  
652 ~~Upon recommendation of the ASUW President or his/her representative, ASUW~~  
653 ~~Executive Assistants for Academic Affairs, Housing, and External Affairs shall be~~  
654 ~~allowed to speak on the Senate floor; however, no student officer other than the~~  
655 ~~President of ASUW, as ex officio member of the Senate, may introduce~~  
656 ~~legislation to the Faculty Senate.~~

657  
658 ~~XXIX. XII. BYLAW AMENDMENTS FACULTY SENATE BYLAWS~~

659  
660 ~~The~~The Faculty Senate Bylaws shall be established and maintained by the Faculty  
661 ~~Senate. Approval of and changes to the Faculty Senate Bylaws requires a 2/3 vote of the~~  
662 ~~Faculty Senate at a regular meeting of the Faculty Senate.~~

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664 Effective Date: July 1, 2019

665  
666 Responsible Division/Unit: Office of the Provost and Vice President for Academic Affairs

667  
668 Source: None

669  
670 Links:

672 [Associated Regulations, Policies, and Forms: UW Regulation 6-700 University Faculty](#)

673

674 ~~**History:** is Regulation Bylaws may be amended by the vote of 2/3 of the members present and~~  
675 ~~voting, provided that the amendment has been proposed by a committee of the Faculty Senate~~  
676 ~~and has been circulated to the members of the Faculty Senate at least one week prior to the~~  
677 ~~meeting at which action on the proposed amendment is to be taken.~~

**Source:**

~~University Regulation 701, Revision 11; adopted 9/17/2010 Board of Trustees meeting~~  
~~Revisions adopted 3/24/2016 Board of Trustees meeting~~  
~~Revisions adopted 3/23/2017 Board of Trustees meeting~~  
~~Revisions adopted 1/18/2018 Board of Trustees meeting~~