



Department of Ecosystem Science and Management Bylaws

I. PURPOSE

The Bylaws of the Department of Ecosystem Science and Management (ESM) in the College of Agriculture, Life Sciences and Natural Resources are established by provision of UW Regulation 2-411 (Academic Organization).

II. PREAMBLE

Vision

The Department of ESM aims to increase understanding of ecosystem functions and processes through scientific discovery, promote science-based ecosystem management and foster sustainable societies through state-of-the-art research, teaching, extension, and outreach programs.

Mission

The mission of the Department of ESM is shaped by the fact that the University of Wyoming (UW) is a land grant university. ESM's focus is therefore not only on research and teaching but also extension and outreach. Our mission is to:

- *Conduct applied and fundamental research in rangeland ecology, soil and watershed science, restoration ecology, forest management, and entomology using a variety of government and private funding sources. This research is presented at scientific conferences and published in peer-reviewed scientific journals.*
- *Broadly train undergraduate students in ecosystem science and management with specialization in ESM's different disciplines. Promote students' critical thinking skills in addition to practical skills in order to facilitate life-long learning and long-term success in the labor market or as an entrepreneur.*
- *Mentor graduate students through rigorous course work and state-of-the-art research in pursuit of their MS or PhD degrees in Entomology, Rangeland Ecology and Watershed Management, Soil Science, Hydrologic Science, Water Resources or Ecology and Evolution. Promote leadership skills as well as critical thinking to prepare graduate students for higher-level positions in academia, government and industry.*
- *Promote the sustainable use and management of natural resources through extension and outreach in ESM's disciplines. Provide information to, and in collaboration with, federal, state, and county employees, area educators, landowners, and the general public.*

Values

The Department of ESM embraces the following values in research, teaching, extension, and outreach.

- *Fundamental and applied research should be relevant, rigorous, repeatable, and subject to critical peer review.*
- *Both disciplinary and interdisciplinary research are important.*
- *Appropriate learning environments for undergraduate and graduate students are inclusive, safe, and nurturing.*
- *Courses should be relevant, modern, engaging, and challenging, promote critical thinking skills and convey both knowledge and practical skills.*
- *Instructors should recognize, and tailor their teaching to, different student backgrounds, learning abilities and learning preferences.*
- *Outreach to and work with stakeholders should be relevant and supported by the latest and best-available science.*
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III. DEPARTMENT MEETINGS, VOTING AND MEMBERSHIP

Departmental faculty meetings are generally held monthly during the academic year with additional meetings held as needed. All faculty are expected to attend, barring important time conflicts. Dates and times of the monthly meetings are set at the beginning of the semester with at least two weeks lead time before the first meeting. When needed, voting is conducted after the meeting via anonymous online poll.

IV. VOTING PRIVILEGES, RESPONSIBILITIES AND RIGHTS OF FACULTY MEMBERS

Non-tenure stream fixed term rolling contract academic personnel, tenured faculty, and pre-tenure faculty have a vote in matters of tenure, promotion and reappointment, departmental governance, organization and function, curricula and faculty hires. Reappointment, Tenure, and Promotion voting is mandatory unless there is a conflict of interest or it occurs during sabbatical leave.

V. ORGANIZATION AND GOVERNANCE

Members of ESM representing the department on College and University committees are appointed by the Department Head from a pool of volunteers.

The department's only standing committee is the Awards Committee, which consists of the Department Head and three additional faculty members such that all the main disciplines in the department are represented: Rangeland Ecology, Soil Science, Entomology and Watershed Management. Majority vote selects the recipient of awards, scholarships and fellowships offered by the department.

Ad hoc committees may be established by the Department Head as needed with three or more faculty from the department. Proposals based on committee deliberations will be shared with the faculty for discussion prior to faculty vote in cases of significant changes to departmental policies.

VI. REAPPOINTMENT, TENURE, PROMOTION, AND FIXED-TERM ROLLING CONTRACTS

Reappointment, Tenure, and Promotion Reviews for tenure-stream faculty and non-tenure stream fixed-term academic personnel in ESM follow University Regulation 2-7 and are based on ESM's Tenure and Promotion Guidelines, which were developed with input from and approval by the faculty. Per 2-7, Academic Affairs-required reviews are conducted for fixed-term academic personnel at the end of the candidate's three year probationary period and for pre-tenure faculty during their mid-probationary review in year three, and tenure and promotion in year six. Reviews are also required for Associate Professors up for promotion to Professor. ESM's policy is for faculty to also review pre-tenure faculty and extended term academic personnel outside of the Academic-Affairs required mid-probationary and/or tenure reviews.

VII. ANNUAL REVIEWS OF FACULTY AND STAFF

Annual review of faculty and academic personnel by the Department Head is based on established departmental guidelines, which were developed with input from and approval by the faculty. Written comments by the faculty are considered in the annual review by the Department Head. During the annual review meeting with the Department Head, the faculty member may request a change in their job description, e.g., a modification of teaching load.

Staff reviews follow guidelines provided by Human Resources.

VIII. HIRING AND EVALUATION OF TEMPORARY LECTURERS

The Department Head makes hiring decisions and evaluates temporary lecturers.

IX. CURRICULUM AND KEY PROGRAMMATIC CHANGES

Changes to curricula or courses may be initiated by faculty members or the Department Head. Minor program changes may be made by the Department Head based upon the advice of the faculty. Major program changes are voted on by the faculty in an online poll, with the majority deciding whether to accept or reject the proposed change.

X. SEARCH PROCEDURES

The University is committed to equal opportunity for all persons in all facets of the University's operations and is an Equal Opportunity/Affirmative Action Employer. All search committees must follow all applicable procedures and requirements for conducting a fair and equitable search as outlined by Human Resources' Equal Employment Opportunity and Affirmative Action hiring processes, including but not limited to required trainings for search committee members and chairs.

The Department Head of ESM is chosen by the Dean of the College guided by input from the faculty.

Faculty searches are initiated by the Department Head via submission of a position requisition and the selection of a search committee, which consists of a search chair, two or more committee members from the department and a committee member from outside the department and possibly outside of the University. Faculty members, staff, graduate students, and undergraduate students are encouraged to interact with the applicants during on-campus interviews, to attend applicant seminars, and to provide written comments. Potential conflicts of interest are evaluated on a case-by-case basis. After the interviews, faculty meet to discuss the strengths and weaknesses of the candidates. Faculty then participate in an online survey that requests a ranking of the job candidates, overall acceptability of candidates for the position and written comments. Survey results are compiled by the Department Head and shared with the faculty and Dean. The Dean selects the top candidate based on input from the Department Head, search committee and faculty.

Staff searches are also initiated by the Department Head via submission of a position requisition and the selection of a search committee comprised of the head, other members of staff and/or faculty in the department and a staff or faculty member from outside the department. Staff searches follow Human Resources guidelines.

Hiring of post-doctoral researchers and research scientists follow Human Resources guidelines and are managed by the faculty member(s) that will supervise the post doctoral researcher or research scientist.

XI. GRADUATE STUDENT HIRING AND MENTORING

Prospective graduate students are asked to contact potential faculty mentors prior to applying to the program. The student must identify a faculty member that agrees to serve as their committee chair before their application is considered. Financial support for graduate students often comes from external grant funding and is awarded by the graduate advisor(s) based on an assessment of the prospective student's qualifications. Financial support of graduate students may also come from state-funded graduate teaching assistantship provided by the department.

Departmental graduate teaching assistantships are requested by and awarded to individual faculty, who grant the assistantship to new or existing graduate students based on qualifications. Decisions about faculty recipients of teaching assistantships are based on numbers of graduate students the faculty has funded on grants and/or on teaching needs. Teaching assistantships are also awarded to new faculty members.

Graduate mentorship is provided by the advisor or co-advisors and the graduate committee. Composition of graduate committees is as described by the Graduate Committee Formation Standard Administrative Policy and Procedure (SAPP).

XII. PEER MENTORING

ESM does not have a formal mentorship program for pre-tenure faculty except for the informal mentorship that is provided by faculty colleagues, the Department Head and the mentor specifically chosen to present the pre-tenure faculty's "packet" during faculty review.

XIII. AMENDMENT OF THE BYLAWS

Consistent with UW 2-411, Bylaws must be approved by a majority of the faculty within the department. The Bylaws must be approved by the Dean of the College or, in cases of college-like units, the Provost and Vice President of Academic Affairs and must be reviewed every three (3) years.

XIV. CONFLICT BETWEEN DEPARTMENT AND COLLEGE BYLAWS AND UNIVERSITY REGULATIONS, POLICIES AND PROCEDURES

University of Wyoming Regulations, Standard Administrative Policies and Procedures (SAPs), and College Bylaws, take precedence over Departmental Administrative Policies and Procedures (DAPs) and Department Bylaws.

Exceptions to University Regulations and SAPs must be approved by the Provost and President, and where appropriate, by the Board of Trustees.

BYLAWS ACCEPTED AT FACULTY MEETING ON: February 10, 2025

Approved by Dean: 2/10/2025



Revised: