

## **Establishment of Faculty Senate Committees**

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### **I. PURPOSE**

This regulation shall establish the standing committees of the Faculty Senate with specific duties and structured as outlined in the following sections pertaining to the individual committees.

### **II. INDIVIDUAL STANDING COMMITTEES**

The standing committees of the Faculty Senate shall consist of:

- a.** Academic Planning Committee
- b.** Budget Planning Committee
- c.** Faculty Academic Standards, Rights and Responsibilities Committee
- d.** Faculty Recognition Committee
- e.** Graduate Council
- f.** Library Council
- g.** Reappointment, Tenure and Promotion Committee
- h.** Research Advisory Committee
- i.** Student Interaction Committee
- j.** University Course Review Committee
- k.** University Studies Committee

### **III. GENERAL CHARGE TO COMMITTEES OF THE FACULTY OF THE UNIVERSITY OF WYOMING**

Bylaws of the University Faculty state "All committees of the University Faculty shall be responsible to the Faculty Senate, and it shall establish or dissolve committees as it deems necessary.

**a. Goals of the Committee Structure**

The system of standing committees of the Faculty Senate of the University of Wyoming is intended to:

- i. Be broad enough to encompass all areas of University activity in which faculty are involved on a policy-making level requiring the endorsement of the Faculty Senate, in accordance with UW Regulation 2-300;
- ii. Be specific enough to consider the problems, grievances, or concerns of each faculty member of the University community;
- iii. Be advisory to the University administration in those matters requiring Faculty Senate approval of proposed action; and
- iv. Provide an effective and efficient legislative committee system to work for the Faculty Senate through the Executive Committee.

**b. General Committee Functions**

The primary function of committees of the faculty shall be to consider bills or proposals submitted to the Senate and assigned to their areas of responsibility. Committees shall be expected, in a reasonable time, to return appropriate recommendations to the Senate for action. Committees shall also initiate and draft bills or resolutions establishing faculty regulations or recommendations as needs arise in their areas of responsibility. Committee Chairs or their designees shall introduce such bills or resolutions to the Senate for adoption or other action.

**c. Individual Committee Responsibilities**

The duties of each committee are individually detailed and incorporated as a faculty regulation. However, the intention of this committee system is to provide a dynamic, timely, and effective aid to the progress of the University. For this reason, each committee is charged with the responsibility for continual review of its delegated duties. If changes of a committee's duties, composition, or existence are deemed advisable, the committee shall make such recommendations to the Faculty Senate through the Committee on Committees.

**d. Sub-committee Structure**

The responsibilities of most faculty committees are intentionally broad in order to prevent duplication of effort and conflicting recommendations. Therefore, it may well be advisable for certain committees to establish sub-committees from their own membership to perform more specialized functions or to handle particular issues within the overall responsibility of the committee. The

establishment and dissolution of such sub-committees shall be left entirely to the discretion of the committee concerned.

**e. Meeting and Reporting**

A committee shall generally communicate whenever its responsibilities require that it should, whenever directed to do so by the Faculty Senate, and in during the fall and spring semesters. Reports shall be made to the Faculty Senate at such times as to keep the Senate well informed of committee activity, on call of the Executive Committee of the Faculty Senate, and no less than once per year.

**f. Commencement of Service**

Committee assignments shall be effective with the beginning of the fall semester unless the assignment is otherwise stated. The Senate shall select committee members to fill known vacancies prior to the end of each spring semester. Committee members may succeed themselves on a particular committee (once) with the exception of the Reappointment, Tenure and Promotion Committee. Following the selection of committee members by the Faculty Senate, the Faculty Senate Coordinator shall notify the individual of selection, provide a written copy of the committee charge, and provide the name of the current committee Chair. The committee Chair shall receive notification of the election of new members.

**g. Election of Officers**

By April 15th, each committee shall elect a Chair and such other officers as it deems necessary, to begin service at the start of the fall semester. Each committee shall forward the names of these officers to the Committee on Committees and the Executive Committee. Students shall not be eligible to chair Faculty Senate committees. In the event a committee is left without a Chair, the Committee on Committees' Chair will call the first meeting to elect the Chair.

**h. Alternate and Permanent Replacement Committee Members**

When a committee member is to be absent from one or more committee meetings and the Chair and/or the committee deems the presence of a temporary replacement to be desirable, the Chair shall select an alternate committee member after consulting the rest of the committee and forward this person's name to the Chair of the Committee on Committees. In the event a permanent replacement is deemed necessary, the Chair of the affected committee shall notify the Committee on Committees and the replacement shall be appointed in the same manner as the original appointment. The replacement shall be appointed to complete the term of the original appointment.

**i Absenteeism and Notice of Removal**

In the event that a committee member has failed to attend three consecutive committee meetings, and the committee Chair has determined that such absences have been detrimental to the committee's function, the committee Chair shall petition to the Committee on Committees to recommend to the Executive Committee of the Faculty Senate removal of the non-attending committee member. Upon removal for non-attendance, the vacancy shall be filled in the same manner as the original appointment was made. All permanent committee replacements must be approved by the Faculty Senate. A copy of the petition for removal shall be sent to the offending committee member, and he/she shall have ten days from the date of the petition in which to challenge in writing before the Committee on Committees the committee Chair's determination that he/she has had continuous absenteeism as defined herein. Thereafter, he/she shall be deemed to have waived his/her right to challenge the petition and may be removed.

**j Ex officio**

The words "*ex officio*" shall be interpreted as "*ex officio* without vote" throughout this policy, unless otherwise stated.

**k Expert Consultation**

Committees may seek consultation of experts from within or outside of UW as required.

**l Associated Students of the University of Wyoming (ASUW)**

The ASUW representatives on faculty committees shall be appointed by the ASUW Senate but shall not be required to be ASUW Senate members.

**IV. ACADEMIC PLANNING COMMITTEE**

**a Rationale**

The overall development of the University, the determination of academic goals and the establishment of academic priorities are fundamental responsibilities necessarily shared by Trustees, administrative officials, faculty, and the Academic Planning Committee operates as a forum in which educational directions may be discussed, and specific recommendations developed.

**b Functions**

The committee's function is to review and make recommendations to the Faculty

Senate on matters related to the structure and organization of the academic activities of the University. This review will be carried out in the context of the University's comprehensive development. The committee will recommend policies regarding priorities for long range development. It will make recommendations concerning the initiation, quality, modification or termination of academic programs. When changes in programs are related to the University's physical facilities, the committee will also make recommendations with respect to them. In making recommendations the committee will take into consideration the educational system and needs of the State of Wyoming as well as University considerations.

**c. Powers**

The committee shall receive proposals and requests for recommendations from the Faculty Senate, the President, the Provost and Executive Vice President for Academic Affairs, and the Executive Vice President for Research and Economic Development. The Academic Planning Committee may instigate its own inquiries into areas of academic concern. The committee will forward its recommendations to the Faculty Senate, to the Provost and Vice President for Academic Affairs, and to other appropriate groups or individuals. All substantive committee actions will be reported to the Faculty Senate regularly.

**d. Composition**

The Academic Planning Committee will consist of 11 voting members. Each college has the opportunity to be represented on the committee, including the Libraries, the American Heritage Center, UW-Casper, and ASUW. If representation from any of these groups cannot be found, then the Committee on Committees is directed to select members in as representational fashion as possible. The Provost and Executive Vice President for Academic Affairs, the Vice President for Research and Economic Development, and Chairs of the Student Interaction Committee, Graduate Council, Budget Planning Committee, and University Course Review Committee shall be *ex officio* members. Faculty representatives shall be selected by the Committee on Committees and shall serve staggered three-year terms. The Chair of the Academic Planning Committee shall serve as an *ex officio* member of the Budget Planning Committee and the Executive Committee of the Faculty Senate.

**V. BUDGET PLANNING COMMITTEE**

**a. Rationale**

The overall development of the University, the determination of goals, and the establishment of priorities have significant budgetary consequences for the entire

University community. The Budget Planning Committee provides a forum for the faculty to effectively participate in budgetary deliberations.

**b. Functions**

The committee's function is to participate in budgetary planning and related deliberations and make policy recommendations to the Faculty Senate on matters related to the long-term acquisition and disposition of the University's financial resources. These activities will be carried out in the context of the University's comprehensive development. It will act as a resource body to the Academic Planning Committee to provide relevant budgetary insight on the ramifications of proposed program changes, as well as the financial impact of physical facilities modifications and additions. In making recommendations the committee will take into consideration the economic realities of the times and the needs of the State of Wyoming as well as University considerations.

**c. Powers**

The committee shall receive proposals and requests for recommendations from the Faculty Senate, the President, the vice presidents, and others authorized by the President. The Budget Planning Committee may instigate its own inquiries into areas of budgetary concern. The committee will represent the faculty in all strategic budget planning and in the budget review process and forward its recommendations to the Faculty Senate, to the Vice President for Administration, and/or to other appropriate groups or individuals. All substantive committee actions will be reported to the Faculty Senate regularly.

**d. Composition**

The Budget Planning Committee shall consist of 11 voting members. Each college has the opportunity to be represented on the committee, including the Libraries, the American Heritage Center, UW-Casper, and ASUW. If representation from any of these groups cannot be found, then the Committee on Committees is directed to select members in as representational fashion as possible. Faculty representatives shall be selected by the Committee on Committees and shall serve staggered four-year terms. The Provost and Executive Vice President for Academic Affairs, the Vice President for Administration, and the Chair of the Academic Planning Committee shall be *ex officio* members. The Chair of the Budget Planning Committee shall serve as an *ex officio* member of the Academic Planning Committee and the Executive Committee of the Faculty Senate.

## **VI. FACULTY ACADEMIC STANDARDS, RIGHTS, AND RESPONSIBILITIES COMMITTEE**

### **a. Rationale**

The faculty needs to examine and draft policies which affect the University community and its individual members. The University administration subscribes to the tenet that true education may flourish only when the faculty is both free and responsible; the committee is established to provide a vehicle by which rights are insured and responsibilities defined.

### **b. Functions**

The committee shall formulate policies involving the entire University in matters of faculty rights and of faculty responsibility and academic standards for the University and teaching profession. The committee shall be authorized to participate with the President and other appropriate administrative officers in the examination and formulation of policies and procedures relating to the organization and governance of the University's colleges, divisions, and departments whenever these procedures seem likely to affect faculty rights and responsibilities and/or academic units and shall define the position of the faculty when inconsistencies exist.

The Committee shall consider general policy issues presented by the faculty and shall hear any individual or groups of individuals when such issues are deemed relevant to faculty rights and responsibilities and academic standards.

### **c. Composition**

The Faculty Academic Standards, Rights, and Responsibilities Committee shall consist of 11 members. Each college has the opportunity to be represented on the committee, including the Libraries, the American Heritage Center, UW-Casper, and ASUW. If representation from any of these groups cannot be found, then the Committee on Committees is directed to select members in as representational fashion as possible. Members shall be selected by the Committee on Committees and shall serve staggered three-year terms. The Chair of this committee shall serve as an *ex officio* member of the Executive Committee of the Faculty Senate.

## **VII. FACULTY RECOGNITION COMMITTEE**

### **a. Rationale**

The FRC is established to address ongoing recognition and support of excellence in teaching and research, which is critical to the morale and well-being of the University. To maintain and nurture high standards, faculty who demonstrate innovative teaching

methods, strong student engagement, and quality research should be commended in an official capacity for their own benefit and to inspire others. Consistently and regularly acknowledging outstanding performance encourages retention of the highest quality faculty.

**b. Functions**

The FRC will develop criteria, solicit and review nominations, select award recipients and, through the Office of Academic Affairs, announce recipients of university-wide annual teaching and research awards. As necessary, the Faculty Senate may assign other charges related to the recognition and promotion of excellence in teaching and research. All substantive committee actions will be reported to the Faculty Senate regularly.

**c. Composition**

The Faculty Recognition Committee shall consist of 12 members. Each college has the opportunity to be represented on the committee, including the Libraries, the American Heritage Center, UW-Casper, the Ellbogen Center for Teaching & Learning, and ASUW. If representation from any of these groups cannot be found, then the Committee on Committees is directed to select members in as representational fashion as possible. Members shall be selected by the Committee on Committees and shall serve staggered three-year terms. The Provost and Executive Vice President for Academic Affairs, the Vice President for Research and Economic Development, the Vice President for Administration, and the Chair of the Research Advisory Committee shall serve as *ex officio* members without vote. The Chair of this committee shall serve as an *ex officio* member of the Executive Committee of the Faculty Senate.

**VIII. GRADUATE COUNCIL**

**a. Rationale**

The University Faculty has certain responsibilities for graduate education which may be delegated to a representative group. This Council is formed to act as that representative group. The development and maintenance of graduate programs of high quality is a concern of this Council.

**b. Functions**

The Council shall recommend the broad policies concerning the overall University function in graduate education and the University requirements for graduate degrees. It shall advise the Faculty Senate on any proposed changes in UW Regulations which would affect graduate programs.



**c. Powers**

The Council shall advise on the formulation and review of regulations concerned with graduate education. It shall review proposals and make recommendations to the Provost and the Provost and Vice President for Academic Affairs concerning new graduate programs, substantive changes in existing graduate programs, implementation of changes in graduate programs recommended through program reviews, and deletion of graduate programs.

**d. Composition**

The Graduate Council shall consist of 16 members, 14 of whom shall be members of the faculty distributed among the colleges as follows: Agriculture and Natural Resources 2, Arts and Sciences 2, Business 2, Education 2, Engineering and Applied Science 2, Health Sciences 2, Law 1, ENR 1. Two graduate students chosen by the Council shall also be members. College representatives shall be chosen by each college in a manner similar to that used to elect members of college reappointment, tenure and promotion committees (see UW Regulation 2-7.) College representatives shall have terms of office of three years. Student members shall have one-year terms of office. If possible, college representatives shall have staggered terms. *Ex officio* members of the Graduate Council shall include: the Provost and Executive Vice President for Academic Affairs, the Vice President for Research and Economic Development, the Director of the American Heritage Center, and the Dean of University Libraries or their designees. The Vice Provost for Graduate Education will serve as liaison with the Office of Academic Affairs. The Chair of this Council shall serve as an *ex officio* member of the Executive Committee of the Faculty Senate. The Chair of this Council or designee shall serve on the Academic Planning Committee and the University Course Review Committee of the Faculty Senate.

**IX. LIBRARY COUNCIL**

**a. Rationale**

It is important to create a broad, active, and strong Library Council to address the difficult and vital issues of resources, technology, and the open and effective communication between the Libraries and the University.

**b. Functions**

The Library Council will bring University needs and concerns to the Dean of the Libraries and to the Provost and Vice President for Academic Affairs, and will advise them concerning these issues. The Library Council will issue an annual report that is distributed to the Provost and Executive Vice President for Academic Affairs, the Dean of the Libraries, the Faculty Senate and the ASUW concerning its recommendations for changes in the Libraries' strategic plan, organization, and principles for allocation of resources

**c. Powers**

The Library Council will report to the Provost and Executive Vice President for Academic Affairs and advise the Dean of the Libraries on library issues.

**d. Composition**

The Library Council shall consist of 12 voting members, which are to include one representative from each of the seven colleges and the Libraries, one American Heritage Center archivist, one undergraduate and one graduate student, one non-University representative appointed by the Provost and Executive Vice President for Academic Affairs (this person should be knowledgeable in library issues). *Ex officio* members with vote shall include the Provost and Executive Vice President for Academic Affairs, the Dean of the Libraries, the Vice President for Information Technology, and the Vice President for Research and Economic Development. The Chair shall be an *ex officio* member of the Faculty Senate Executive Committee. The representatives from the colleges, the Libraries, and the American Heritage Center shall be elected by their respective units, and the student members shall be selected by ASUW and by the graduate students, respectively. Members shall serve three-year staggered terms, and the Chair shall be a faculty member.

**X. REAPPOINTMENT, TENURE AND PROMOTION COMMITTEE**

**a. Rationale**

The faculty has the inherent right and responsibility to advise the President and the Trustees of the University in matters relating to one or several of its members regarding tenure, promotion, dismissals, and reappointment.

**b. Functions**

The committee shall advise the Provost and Executive Vice President for Academic Affairs on matters pertaining to tenure, promotion, dismissals, and reappointment.

**c. Powers**

The committee shall serve in an advisory capacity to the Provost and Executive Vice President for Academic Affairs. Where broad policy issues are involved, and questioned, the committee shall refer such issues directly to the Faculty Senate.

**d. Composition**

The Reappointment, Tenure and Promotion Committee shall consist of at least 16 Faculty Senate Committees

members excluding the vice presidents, the deans, the associate and assistant deans, the directors, and the department or division heads/chairs. Two tenured faculty members shall be elected from each of the following six colleges: Agriculture, Life Sciences, and Natural Resources; Arts and Sciences; Business; Education; Engineering and Physical Sciences; and Health Sciences; one from the College of Law; one non-tenure track faculty member on extended term or fixed-term rolling contract elected from the Libraries; one non-tenure track faculty member on extended term or fixed-term rolling contract elected from the American Heritage Center; and one faculty member from the Haub School of Environment and Natural Resources. The University Reappointment, Tenure and Promotion Committee has the authority to appoint one or more additional non-tenure track faculty members to its committee. The Provost and Executive Vice President for Academic Affairs shall be an *ex officio* member. Members who have served a four-year term cannot succeed themselves. Replacements (temporary or permanent) shall be determined in the same manner as the original appointments.

**e. Frequency of Meetings**

The committee shall meet at the request of the Provost and Executive Vice President for Academic Affairs and at all other times that the Chair of the committee deems necessary.

**XI. STUDENT INTERACTION COMMITTEE.**

**a. Rationale**

The policies which determine the scholastic standards of the University of Wyoming, and which regulate other areas of scholastic affairs are of basic concern to the faculty.

**b. Functions**

The committee shall formulate and review policies and procedures in the broad area of undergraduate student academic affairs, including but not limited to scholastic probation and suspension of students, evaluation and recognition of credit, credit-hour requirements, grades, honor roll, honor graduation, all-University degree requirements, University admissions standards, and University student scholarships. The committee shall provide advice in regard to needed services and programs for both foreign students studying at the University of Wyoming and University of Wyoming students studying at foreign institutions. It shall also help formulate long-range goals for international education. Additionally, the committee shall recommend general policy for the University's financial aid program, review its operation and provide recommendations to sustain its orderly function and development.

**c. Composition**

The Student Interaction Committee shall consist of 11 members. Each college has the opportunity to be represented on the committee, including the Libraries, the American Heritage Center, UW-Casper, and ASUW. If representation from any of these groups cannot be found, then the Committee on Committees is directed to select members in as representational fashion as possible. The Provost and Executive Vice President for Academic Affairs, the Executive Director of International Student Services, the Director of Admissions, the Registrar, and the Director of Student Financial Aid shall be *ex officio* members without vote. Faculty representatives shall be selected by the Committee on Committees and shall serve three-year staggered terms. The Chair of the Student Interaction Committee shall serve as an *ex officio* member of the Academic Planning and Executive Committees of the Faculty Senate.

**XII. UNIVERSITY COURSE REVIEW COMMITTEE**

**a. Rationale**

The University Course Review Committee is established to monitor and implement the University course review process.

**b. Functions**

When considering course additions, revisions or deletions to the University curriculum, the University Course Review Committee shall be responsible for ensuring that all of the requisite endorsements have been obtained, that the proposal does not present any unjustified duplication with other academic units, and that the request is consistent with the current University guidelines regarding courses. The University Course Review Committee is additionally charged with the development and maintenance of the Course Review Guidelines, and with the routine examination and maintenance of the Course Review Process itself.

**c. Powers**

The University Course Review Committee shall make its recommendations relating to the addition, revision, and deletion of courses to the Provost and Executive Vice President for Academic Affairs. These recommendations will be rendered in the context of the University's comprehensive development. In making these recommendations, the University Course Review Committee will take into consideration the Wyoming community colleges and the educational needs of the State of Wyoming as well as University considerations. All committee actions will be reported to the Faculty Senate regularly.

**d. Composition**

Each college will select its own representative along with an alternate. The School of Energy Resources and the Haub School of Environment and Natural Resources shall also each have a representative and alternate. If representation from any of these units cannot be found, then the Committee on Committees is directed to select members in as representational a fashion as possible. The Chair of the University Studies Committee, the Chair of the Graduate Council, the Registrar and the Course Review Coordinator, the Dean of the Libraries, the Director of the American Heritage Center, an ASUW representative, and the Coordinator of Community College Articulation shall be *ex officio* members without vote. The Chair is an *ex officio* member of the Academic Planning Committee and the Executive Committee of the Faculty Senate.

**XIII. UNIVERSITY STUDIES COMMITTEE (See also UW Regulation 2-105, “University Studies Program.”)**

**a. Rationale**

The University Studies Program requires completion of specific requirements in identified areas of study in accordance with criteria approved by the University Faculty Senate. In cooperation with the Board of Trustees and academic administrators, the Faculty Senate is responsible for making decisions regarding curriculum.

**b. Functions**

The University Studies Committee shall:

- i. Work in partnership with the Office of Assessment to establish and execute an assessment plan that will accurately reflect student learning and areas for improvement in the USP;
- ii. Serve the needs of assessment in USP through establishing an expectation for USP student learning outcomes (that are clear, measurable, and learner-centered) to be included within each course proposal, along with assessment of student learning in each outcome; additionally, the USP committee will review course proposals as set forth in the USP Course Policies, to ensure the USP Student Learning Outcomes align with the USP Student Learning Outcomes;
- iii. Identify and approve courses for the Program;

- iv. The USP Committee will conduct reviews of the Communication and First-Year Seminar Program as set forth in the USP Course policies to ensure that the USP Student Learning Outcomes in the course are still in alignment with the USP Student Learning Outcomes.
- v. Consult with and advise academic departments concerning the needs and requirements of the Program;
- vi. Grant approval of alternative courses or pilot programs to fulfill University Studies requirements for a limited time;
- vii. Appoint *ad hoc* sub-committees as needed to accomplish the goals of UW Regulation 2-105, III.B.1-5. and to select and review courses that meet the criteria approved by the Faculty Senate.
- viii. Develop and maintain appropriate linkages with the Academic Planning Committee, the Faculty University Course Review Committee, and the Student Interaction Committee, with particular regard to new courses or modification of courses considered for approval as meeting requirements of the Program.
- ix. Make reports and recommendations to the Faculty Senate as may be deemed appropriate or as requested.
- x. Consider and grant such waivers of requirements of the University Studies Program to petitioning students as warranted by unusual and extenuating circumstances, upon recommendation of the University Studies Coordinator (see UW Regulation 2-105).

### **c. Composition**

The committee shall consist of 12 voting members. Each college has the opportunity to be represented on the committee, including the Libraries, the American Heritage Center, the Haub School of Environment and Natural Resources, and ASUW. A student designated by ASUW shall be a voting member. Each college or group will elect their own representatives, and these names will be forwarded to the Executive Committee of the Faculty Senate for approval. If representatives from any of these groups cannot be found, then the Committee on Committees shall select members in as representative a fashion as possible. Faculty representatives shall serve staggered three-year terms. *Ex officio* members of the committee shall include: the First Year Seminar Coordinator and the Communications Coordinator; representatives from the offices of: the Provost and Executive Vice President for Academic Affairs, the Registrar, the Academic Planning Committee, the Deans' Council, Academic Advising, the Director of Transfer Relations, and the Wyoming community colleges. *Ex officio* members do

not have a vote. Vice presidents, deans and directors shall not be eligible to serve on the committee.

The committee shall elect its chairperson. The Chair or his/her designee shall serve as an *ex officio* member of the University Course Review Committee. The University Studies coordinator shall serve as secretary of the committee and maintain a record of the minutes of meetings. The Executive Committee of the Faculty Senate shall fill temporary vacancies on the University Studies Committee.

#### **XIV. RESEARCH ADVISORY COMMITTEE**

##### **a. Rationale**

Active participation in research by members of the University faculty, staff, and student body helps to fulfill several of the essential elements of the University's mission: 1) to advance the general knowledge of humanity; 2) to stimulate the creativity of the University's faculty, staff, and student body; 3) to enhance the University's learning environment; 4) to bring in revenue (e.g., grants, contracts, intellectual property) to support student and faculty research and University infrastructure; and 5) to improve the national and international stature of the institution. Research efforts at the University will benefit greatly from guidance that is compatible with the educational elements of the University's mission. Simultaneously, in order to sustain growth and development for all members of the University community, research efforts must encourage the other elements of the University mission.

##### **b. Functions**

The committee shall work to strengthen the University by coordinating the general research effort and shall work to elevate the research standing of the University, nationally and internationally. In order to be effectively knowledgeable about the various aspects of research at the University, the committee shall maintain an awareness of the aims and objectives of the Office of Research and Economic Development. The committee shall provide continuing evaluation of the process of administrative review of proposals for grants and contracts and shall act to provide suggestions for the most efficient means of completing this process. The committee shall act as the liaison between the faculty and the University administration on matters pertaining to research. The committee shall act in an advisory capacity to the Faculty Senate and to the University administration, specifically to the Faculty Development Committee and the Vice President for Research and Economic Development, respectively, on matters pertaining to research. "Research" shall be construed to include all of the various forms, which are taken by research in the various departments and units of the University. "Matters pertaining to research" shall be construed to include the following topics but is not limited to these topics: research proposals, research grants and contracts,

patents, copyrights, conflicts of interest which involve research, and awards for research excellence. The committee shall review such proposals as may be directed to their attention by the Vice President for Research and Economic Development, including, but not limited to, all proposals, which are submitted for the Faculty Grant-in-Aid program and the Challenge Grant program. It shall make recommendations to the Vice President for Research and Economic Development with regard to the distribution of funds, which are allocated for these programs and provide updates to the Office of Research and Economic Development and Faculty Senate regarding outcomes of awards. The committee shall review such nominations for awards as may be directed to their attention by the Vice President for Research and Economic Development.

### **c. Powers**

The committee's dual responsibility is to the faculty and to the administration. It shall act in an advisory capacity: a) to the President and Provost of the University; b) to the Vice President for Research and Economic Development; c) to the Faculty Senate; and d) to other appropriate officials and bodies. To ensure the committee can meet these responsibilities, the committee and/or chair will meet with the Vice President for Research and Economic Development and Faculty Senate Chair at least once per academic year.

### **d. Composition**

The committee shall consist of 11 voting members. Each of the seven colleges, the Libraries, the American Heritage Center (Archivists), the Haub School of Environment and Natural Resources/the School of Energy Resources, and the School of Computing will be given the opportunity to be represented. If representation from any of these groups cannot be found, then the Committee on Committees is directed to appoint members in as representational fashion as possible. The Provost and Executive Vice President for Academic Affairs, and the Vice President for Research and Economic Development shall be *ex officio* members. Faculty members shall be appointed by the Committee on Committees and shall serve three-year staggered terms. The chair of the Research Advisory Committee shall serve as an *ex officio* member of the Faculty Recognition Committee of the Faculty Senate.

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

**Source:** None

**Links:** <http://www.uwyo.edu/regs-policies>

**Associated Regulations, Policies, and Forms:** UW Regulation 2-301 (Faculty Senate Bylaws)



**History:**

University Regulation 702; adopted 5/6/2009 Board of Trustees meeting

Revisions adopted 9/17/2010 Board of Trustees meeting

Revisions adopted 11/18/2010 Board of Trustees meeting

Revisions adopted 9/13/2013 Board of Trustees meeting

Revisions adopted 9/12/2014 Board of Trustees meeting

Revisions adopted 3/25/2015 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

Reformatted 7/1/2018: previously UW Regulation 6-702, now UW Regulation 2-302

Passed 4/25/2022 as a SAPP by Faculty Senate

Reconsidered 9/12/22 by FS to move out of a SAPP to a sub set of Faculty Senate Bylaws

Revisions adopted by Faculty Senate May 6, 2024