

**RULES AND BYLAWS
COLLEGE OF SCIENCES
UNIVERSITY OF NEVADA, LAS VEGAS**

Section 1: The College Faculty: Composition & Responsibility

- 1.1** The College Faculty shall consist of all persons that are: (1) classified by the UNLV Bylaws holding a full-time contract with the University of Nevada System for professional services as Lecturer, Instructor, Faculty-in-Residence, Assistant Professor, Associate Professor, or Professor; and (2) have 50% or more of their time assigned to the College as outlined in Title 5, Ch. 6 UNLV Bylaws, Ch. 1, Sec.4.
- 1.2** The College has the responsibility for teaching, research and service in the areas of Life Sciences, Earth Sciences, Mathematical Sciences, and Physical Sciences.
- 1.3** The President and the Executive Vice President and Provost of the University of Nevada, Las Vegas are members of the College Faculty *ex officio*.

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request to the College administrative staff.

3.9 Class A Actions. Actions taken by the College faculty which substantially alter or affect College policy shall be designated as Class A actions. Such actions are exemplified by, although not exclusively limited to, matters of academic standards, and amendment of these bylaws.

3.9.1 Amendments to these bylaws are Class A actions. On other matters the College Faculty shall determine by simple majority of those present and voting in a College faculty meeting whether any action shall be designated Class A.

3.9.2 A Class A action shall be submitted in writing to the College faculty, along with a mail ballot to be returned within a specified time limit. Ballots shall be counted by the Executive Committee.

3.9.3 Approval by a simple majority of the College faculty is required for the adoption of any Class A action, except as provided otherwise in these bylaws.

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candidate for tenure and/or promotion.

the college to serve a term of two years and to be the *ex-officio* and non-voting Chair and tenured faculty members, regardless of rank, excluding the Department Chair or equivalent administrator; one member elected from each Department/School of the College.

4.4.1d The Undergraduate Affairs Council shall consist of one representative chosen by each Department/School and be chaired by the Associate Dean for Academic Affairs.

4.4.1e The Graduate Affairs Council shall consist of one representative chosen by each Department/School and be chaired by a faculty member chosen by the Dean.

4.4.1f The Research Council shall consist of one representative chosen by each Department/School and be chaired by a faculty member chosen by the Dean.

4.4.1g The College Bylaws Committee shall consist of one representative chosen by each Department/School and will select its own chair.

4.4.1h The Diversity, Equity and Inclusion (DEI) Committee shall consist of a member from each Department/School chosen in accordance with their bylaws. The College representative to the Faculty Senate DEI Committee shall be an *ex officio*, non-voting member of the committee and the committee will select its own Chair.

4.4.2 Standing Committee and Council Duties: All of the Committees and Councils will establish bylaws. Following the acceptance of the bylaws by the College Faculty and the Dean, these bylaws will guide the work and activities of the units.

4.4.2a The Academic Standards Committee shall periodically review policy, recommending revisions as warranted in current academic policy whenever desirable. It shall also be responsible for monitoring policy changes to ensure their implementation. The committee shall also help Departments/Schools reviewing decisions concerning issues of academic integrity when such issues are referred to the committee by those units.

4.4.2b The Curriculum Committee shall receive from the various Departments/Schools curricular changes and proposals as well as degree program initiatives. The committee will act upon these requests as outlined in Section 6.

4.4.2c The Financial Aid Committee shall coordinate the scholarship award process between the University Scholarship Committee and the Departments/Schools within the College.

4.4.2d The Faculty Review Committee shall review annual evaluations of faculty on an as-needed basis in compliance with Title 5, Ch. 6 UNLV Bylaws, Ch. III, Sec. 8.

4.4.2e The Undergraduate Affairs Council shall coordinate the teaching activities and schedules of the Departments/Schools within the College and advise on matters pertaining to enhancing

the quality of education within the College.

- 4.4.2f** The Graduate Affairs Council shall coordinate graduate education policies and standards within the College and aid in the recruitment of graduate students.
- 4.4.2g** The Research Council shall coordinate research efforts within the College in order to enhance research activities.
- 4.4.2h** The College Bylaws Committee shall periodically review unit bylaws and make appropriate recommendations to faculty. (See UNLV bylaws, 4.4.2.)
- 4.4.2i** The Diversity, Equity and Inclusion (DEI) Committee shall develop and coordinate actionable plans to improve equity, diversity and inclusion at all levels within the college. These plans may include (but are not restricted to) conversations, policy and procedure

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5.2 Personnel Procedures

5.2.1 Recruitment Procedures: Policy and procedure for the College and Departments/Schools shall be as set forth in Title 5, Ch. 6, UNLV Bylaws, Ch. III, Sec. 15, and Departmental/School Bylaws.

5.2.1.1 When it is necessary to recruit a Dean [or Director], procedures must be followed as prescribed in Title 5, Ch. 6 UNLV Bylaws, Ch. II, (.)10 3.91 t t t 200 g-0.12rg39.24 0 Td(.)Tj0.502 0 0 rg

The College requires excellence in all promotions and appointments: a level of excellence for Assistant Professor in Residence, higher for Associate Professor in Residence, and yet higher for Professor in Residence. A level of excellence may be attained by highest quality in few areas of endeavor, or by good quality in more; similarly, it may be achieved by shorter periods of outstanding performance or longer periods of sustained quality. The College affirms that excellence may be more easily recognized than defined.

The College expects an appropriate record of accomplishment in support of each promotion and appointment. The College also requires demonstrated collegiality, Title 2, NSHE Code, Secs. 3.4.2.a.3.B and D, for all promotions and appointments.

5.2.3.1 Faculty-in-Residence associated with College-level programs. Faculty *in* Residence who are not members of a College of Sciences Department/School will follow procedures outlined below for each promotion to rank with the following exceptions:

- 1) Reference letters may be obtained from outside of the College.
- 2) The faculty member's College Supervisor will carry the role of the Department/School leader as outlined below.
- 3) The promotion application will begin with the College of Sciences Personnel Committee, and proceed to the Dean, as opposed to the role played by the Department/School administrator and Committees.

5.2.3.2 Associate Professor-in-Residence.

The individual will meet all the following qualifications:

- 1) Possession of the appropriate terminal degree.
- 2) Demonstrated excellence as a university teacher. Review of such teaching excellence shall include the use of faculty referees. The use of faculty referees shall be governed by the following regulations. (a) For promotion to Associate Professor in Residence, the department/school will obtain at least three letters from faculty either within the department/school or from other academic units in the College or the University. At least two of these shall be from persons drawn from a list of names suggested by the candidate, and at least one shall be from persons not suggested by the candidate. Candidates may request to exclude no more than two names from the pool of potential letter reviewers by submitting a request in writing to the Chair/Director prior to the solicitation of review letters. (b) All letters which departments solicit must be forwarded with the recommendation regarding promotion.
- 3) The individual may wish to support their evaluation by electing to include from among the following additional materials. It will be recognized that some academic units may not

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provide for all of these opportunities.

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meeting at which they are to be considered. One copy of each proposed change shall be sent to each Curriculum Committee member (including *ex officio*, members), one copy shall be sent to each Department chair or equivalent administrator and a copy shall be placed in a prominent place on the College web site. All faculty shall be informed of pending changes via e-mail. The Departmental/School has the responsibility of also bringing these proposals to the attention of its members, either by circulation or by posting in a convenient location. Minutes of the Curriculum Committee shall be circulated in the same way and placed in a prominent place on the College web site. All Curriculum Committee meetings must be open to all faculty members.

A majority of the committee membership shall be necessary for the approval of undergraduate curricular and program proposals. All undergraduate proposals rejected by the Curriculum Committee shall be returned to the originating unit. The originating unit can appeal such a decision to the College Faculty.

All curricular and program matters of the College which are solely of Graduate concern must have the approval at the College level of a majority of the College Curriculum Committee who are on the graduate faculty and who are in Department/School offering graduate degrees. If the proposal is not approved at this level then it will be returned to the Department/School from which it originated. The originating Department/School can appeal this decision to those members of the College who are Graduate faculty and whose Department/School offers a graduate degree. If a majority of those voting approve this matter, then it is approved by the College.

- 6.2** Curricular revisions, when approved as described above, shall be sent by the College Curriculum Committee to the appropriate University body in accordance with Title 5, Ch. 6 UNLV Bylaws, Ch. I, Sec. 6. (University Undergraduate Curriculum Committee or Graduate Curriculum Committee).

Section 7: Budget Recommendation

- 7.1** Each Department/School shall make annual budget requests and recommendations which shall be forwarded to the Dean, who shall prepare the request to be forwarded to the Executive Vice President and Provost in accordance with Title 5, Ch. 6 UNLV Bylaws Ch. I, Sec. 7.

Section 8: Amendment of Bylaws and Suspension of Rules

- 8.1** Proposed amendments to these bylaws may be initiated by placing the proposed amendment on the agenda of a regular or special meeting of the College faculty. All such proposed amendments will be Class A actions.
- 8.2** Approval of two-thirds of those voting is required for the adoption of any amendment. More than one-half of the College faculty must have voted in any Class A balloting in order for a

proposed amendment to be adopted.

8.3 Suspension for a specific purpose of any procedural rule may be accomplished at any College