# DEPARTMENT OF MANAGEMENT, ENTREPRENEURSHIP, AND TECHNOLOGY DEPARTMENTAL BYLAWS

Adopted November 30, 2012

## **ARTICLE I: DEFINITIONS**

In this document

- 1. Department means the Department of Management, Entrepreneurship, and Technology of the University of Nevada, Las Vegas, which is the name of the organization.
- 2. Bylaws means the bylaws of the Department.
- 3. College means the Lee Business School, University of Nevada, Las Vegas.

## **ARTICLE II: PURPOSE**

The purpose of these Bylaws is to establish formal procedures by which the Faculty shall participate in the various advisory, decision-making, and operational activities of the Department, College, and University. This document is an extension of the bylaws of the Faculty of the College. All of the pertinent definitions, policies, and procedures of that document apply to these Bylaws. In the event of a conflict between the two documents, the bylaws of the Faculty of the

#### ARTICLE V: VOTING

## A. VOTING RIGHTS, QUORUM, AND DECISIONS

Any Department Voting Faculty member may vote on decisions considered by the department faculty. Any Faculty member appointed or elected to a department committee may vote on decisions or recommendations of the committee. To achieve a voting quorum in the Department, more than 50% of the Voting Faculty members must participate in the vote. To achieve a voting quorum in a committee, more than 50% of the Faculty members must participate in the vote. Given a quorum, any decision must be supported by a vote of more than one half of those voting who don't abstain in order to be approved. In the event that there are multiple choices, a majority of those voting may approve a decision being taken by a plurality of votes.

A Faculty member must recuse himself/herself from voting on a decision or election on which he/she has a conflict of interest. This includes, but is not limited to, elections to appoint or recommend, in which the member is a candidate; confidence votes in which the member is the subject of the vote; and other decisions where the outcome of a vote may convey a material personal advantage to the member. A faculty member may not vote when he/she has given/been given notice of separation that takes effect before the start of the term of office that is the subject of an election.

The Department chair may vote only in the case of a tie.

#### **B. VOTING PROCEDURE**

Voting in the Department shall be conducted using anonymous paper ballots in which Faculty members may anonymously cast their votes. By the consent of those present in the meeting and to expedite the process, voting can be carried out by a show of hands. A Faculty member who is otherwise eligible to vote may grant his/her proxy in writing (including email) to any other Faculty member to cast a vote. A Faculty member may exercise up to two proxies in a vote.

In voting not held during a Department or committee meeting, Faculty members must be given at least five working days notice by email to cast their votes, except where deadlines are enforced by a source external to the Department. In this event, Faculty members may cast their ballots by email or paper ballots.

#### C. COMMITTEE VOTING PROCEDURE

Each Department committee may determine its own specific voting procedure while adhering to the requirements of Article V, Sections A & B.

## **ARTICLE VI: COMMITTEES**

#### A. STANDING COMMITTEES OF THE COLLEGE OR UNIVERSITY

Where a representative is needed to a College or University-level committee, the Chair of the corresponding Department committee, if it exists, shall serve as the representative to the College or university committee. If no corresponding Department committee exists, an election shall be held to elect a representative.

Department representatives can be recalled, removed, and replaced by a vote of the qualified Voting Faculty members. The recall petition shall be presented to the Chair of the Governance Committee by at least two Voting Faculty members, and shall include a statement of cause

# 3. The Governance Committee

**Purpose:** The purpose of this committee is to establish and review policies and procedures for the Faculty and to oversee compliance with Department policies and procedures, in particular the Department Bylaws. The committee will also be in charge of supervising all

# D. NUMBER OF COMMITTEE MEMBERSHIPS FOR MEMBERS

If a Faculty member is elected or appointed to more than two standing or a total of more than five Department committee(s) over the course of a year, he/she may resign from any committee(s) of his/her choice in excess of this number.

# **ARTICLE VII: PERFORMANCE REVIEWS**

# ARTICLE IX: AMENDMENT OF THE BYLAWS

These bylaws may be amended by a resolution supported by 2/3 of the Voting Faculty members, either in a meeting or by petition.

# ARTICLE X: APPROVAL AND IMPLEMENTATION OF BYLAWS

A majority of the votes by the Voting Faculty members shall be required to approve the adoption of this document.

A draft copy of these bylaws was circulated to Faculty members on November 15, 2012, with a request for proposed changes. Changes determined by the Governance Committee to be non