

UNIVERSITY BYLAWS COMMITTEE (UBC) REPORT – SPRING 2015

Meetings

The UBC held four (4) meetings during the spring semester of 2015 in FDH 218 (meeting minutes attached).

January 28, 2015

Members Present: Arthur Baragar (Mathematical Sciences), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Yen-Soon Kim (Hotel), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Peter Bayer (Boyd School of Law), Janis McKay (Music), Elda Sidhu (General Counsel, *ex officio*)

February 20, 2015

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Yen-Soon Kim (Hotel), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Proxy: Michael Lugering (Theatre) for Janis McKay (Music)

Members Absent: Janis McKay (Music), Elda Sidhu (General Counsel, *ex officio*)

March 20, 2015

Members Present: Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Yen-Soon Kim (Hotel), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Proxy: Shannon Sumpter (Fine Arts) for Michael Lugering (Theatre)

Members Absent: Arthur Baragar (Mathematical Sciences), Janis McKay (Music), Elda Sidhu (General Counsel, *ex officio*)

April 24, 2015

Members Present: Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Yen-Soon Kim (Hotel), Pierre Lienard (Anthropology), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Proxy: Gary Cerefice (School of Allied Health) for Bing Ma (School of Allied Health); Janis McKay (Music) for Michael Lugering (Theatre)

Members Absent: Arthur Baragar (Mathematical Sciences), Patrick Griffis (University Libraries), Kathy Lauckner (School of Environmental and Public Affairs), Elda Sidhu (General Counsel, *ex officio*)

Major Accomplishments Spring 2015

The UBC proposed and submitted two (2) bylaw changes to the Faculty Senate:

- *Amendment of UNLV Bylaws Chapter III, Section 15 Recruitment*
- *Amendment of UNLV Bylaws Chapter III, Section 6 Personnel Recommendations for Academic Faculty*

The UBC will submit another bylaw change to the Faculty Senate in Fall 2015:

- *Amendment of UNLV Bylaws Chapter III, Section 2 Workload for Faculty*

UNIVERSITY BYLAWS COMMITTEE (UBC)

BRYAN SPANGELO, CHAIR

Meeting held on January 28, 2015; 9:00 AM – 10:30AM; FDH 218

Members Present: Arthur Baragar (Mathematical Sciences), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Yen-Soon Kim (Hotel), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Peter Bayer (Boyd School of Law), Janis McKay (Music), Elda Sidhu (General Counsel, *ex officio*)

Meeting Minutes

I. Introduction of Committee Membership

Yen-Soon Kim (Hotel) is a new member of the committee.

II. Approval of Meeting Minutes from December 4, 2014

The meeting minutes from the 12-4-14 meeting were approved.

III. New Business

Schedule Day and Time for Spring 2015 Meetings

The Committee agreed to meet in the spring semester on Friday's from 10:00AM to 11:30AM. The schedule of the remaining meetings this semester are:

- February 20, 10:00AM-11:30AM (FDH 218)
- March 20, 10:00AM-11:30AM (FDH 218)
- April 24, 10:00AM-11:30AM (FDH 218)

Announcements

The chair announced that the UNLV Bylaw amendment in Chapter I, Section 2.2 was approved unanimously the Faculty Senate on 1-27-15

IV. Discussion

Bylaws Checklist for Unit Bylaws

The committee decided to review the unit bylaws on a rotational basis. The following items will be used at a minimum for these reviews:

- Does your unit have bylaws? (*e.g.*, College of Hotel Administration) (Chapter I, Sections 4.4.1 and 4.4.2)

- Do your unit bylaws have the committees described in UNLV Bylaws Chapter I, Section 4.7 (College Curriculum Committee, Academic Standards Committee, College Bylaw Committee)?
- Do your unit bylaws have a peer review procedure (*e.g.*, Dental School)? (Chapter III, Section 8.3)
- Do your unit bylaws have written standards for promotion and tenure? (Chapter I, Section 4.3.4)

At the next meeting of the UBC, these committee members agreed to give reports on their unit bylaws:

Kathy Lauckner and James Crawford – SEPA bylaws

Stephen Fife – College of Urban Affairs bylaws

Michael Lugering – Fine Arts bylaws

Lori Slinn – Administrative Faculty bylaws

The Department of Theatre bylaws are referred back to the department for 30 days. Michael Lugering will report back to committee what the Department of Theatre faculty may request of the committee.

Mechanism for Official Changes to UNLV and Faculty Senate Bylaws

The chair requested a review of all final approved bylaw language changes prior to posting the official final versions. The chair requested a subcommittee of three members to assist in this review. Arthur Baragar, Neil Opfer, and Lori Slinn volunteered to assist in this review.

V. Action Items

Additional Review of Amendment of UNLV Bylaws Chapter III, Section 15

The committee reviewed this bylaw change from the December 4, 2014 meeting. The phrase “Professional Staff Unit” was deleted in Section 15.5 and the final version (below) was passed unanimously (11 in favor – 0 opposed).

Sections of Regents Handbook, Senate Constitution/Bylaws Affected: (deletions indicated by ~~striketrough~~ and additions by **bold underline**):

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties

Section 15. Recruitment of Faculty

15.1 Academic Departments **or Units** Initiate Recruitment. The faculty of the academic departments, the library and academic support units ~~initiate the recruitment process by developing a written job description for each new position requested.~~ **shall draft and approve a written description for any new or vacant position.**

15.2 College **and School** Faculty Recommend Priority List. The college **and school** faculty through the department chair **or director** shall recommend a priority list for all new positions requested. The dean of the college **or school** shall chair the meetings.

15.3 Faculty Senate Priority and New Program Committee Authorized. The faculty of UNLV establishes the Faculty Senate Priority and New Program Committee. The committee members are to be selected in accordance with departmental, college and Faculty Senate bylaws. (B/R 10/98)

15.4 Faculty Senate Priority and New Program Committee Priority List. The Faculty Senate Priority and Program Review Committee shall establish a priority list of all new positions requested by the academic units and submit the recommended priority list to the Executive Vice President and Provost, who shall forward it to the president. (B/R 10/98)

15.5 Administrative Approval for Recruitment. After the administration has authorized the number of available positions, approval is given by the administration to the appropriate academic and nonacademic faculty units to begin the recruiting process, with written notification to the **Administrative Faculty Committee** and Faculty Senate.

15.6 Search Committees. Following administrative approval for recruitment, department or unit faculty shall elect faculty to search committees. The search committee will elect its chair and facilitate the recruitment and screening process according to unit bylaws.

15.7 Recommendations for Appointment. Each academic and nonacademic faculty unit shall determine **by vote** which candidate or candidates they wish to recommend for appointment and submit their credentials and applications for employment through regular administrative channels for review.

15.8 All academic appointments must follow the procedures described in Chapter III, Section 15 (Recruitment of Faculty). Under exigent circumstances the faculty may approve by a vote of no less than 2/3 of eligible faculty a suspension of all or a portion of Section 15.

(B/R 3/03)

VI. Future Action Items

Amendment of UNLV Bylaws Chapter III, Section 6.1.A (Academic. Department/Unit Personnel Procedures Authorized). A description of this proposed amendment of the UNLV bylaws was presented to the Committee. The amendment will be an Action Item at the February 20, 2015 committee meeting.

Amendment of UNLV Bylaws Chapter III, Section 2.4 (Workload for All Faculty). A description of this proposed amendment of the UNLV bylaws was previously presented to the Committee. A full discussion will occur at a future meeting in the spring of 2015.

VII. Other Business

- Next Meeting in February 20, 2015 (FDH 218) at 10:00AM

UNIVERSITY BYLAWS COMMITTEE (UBC)
BRYAN SPANGELO, CHAIR

Meeting held on February 20, 2015; 10:00 AM – 11:30AM; FDH 218

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Yen-Soon Kim (Hotel), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Proxy: Michael Lugering (Theatre) for Janis McKay (Music)

Members Absent: Janis McKay (Music), Elda Sidhu (General Counsel, *ex officio*)

Meeting Minutes

I. Approval of Meeting Minutes from January 28, 2015

The meeting minutes from the 1-28-14 meeting were approved with two abstentions.

II. Reports

The Committee discussed the mechanism by which unit bylaws and their inconsistencies with the UNLV bylaws or Board of Regents Handbook should be identified and corrected. After much discussion (what shall we do if we note a problem?; should we charge the senate chair?; should we contact the unit senior senator?; is a workshop for chairs of bylaws committees useful?), it was concluded by consensus that Committee members should be charged with the review of their unit bylaws and possible changes to those bylaws.

Specific Unit Bylaws:

- Kathy Lauckner and James Crawford – SEPA bylaws – these are written and approved, or they may still be in draft form
- Stephen Fife – College of Urban Affairs bylaws will be forwarded to the committee chair
- Michael Lugering – Fine Arts bylaws – survey instruments will be reviewed by committee chair and distributed to the committee – examples of committee descriptions (e.g., Academic Standards) will be provided to Fine Arts
- Lori Slinn – Administrative Faculty bylaws – do have unit bylaws but under review

III. Action Items

Consideration of Amendment to UNLV Bylaws Chapter III, Section 6.1.A The committee reviewed this bylaw change. After much discussion the following amendment will be considered at the next UBC meeting (3-20-15).

Sections of Regents Handbook, Senate Constitution/Bylaws Affected: (deletions indicated by ~~strikethrough~~ and additions by **bold underline**):

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties Section 6. Personnel Recommendations for Academic Faculty

6.1.A Academic. Department/Unit Personnel Procedures Authorized. The faculty of each academic department/unit shall establish its own procedures and criteria for all personnel recommendations in accordance with college/school and departmental/unit bylaws. Only tenured and tenure-track faculty and faculty in residence **who directly report to the unit or department chair** (excluding chairs and directors, assistant and associate deans and deans, **and faculty who report to deans and vice presidents**) may serve on departmental/unit personnel committees, attend personnel committee meetings at which recommendations for promotion, tenure, merit or annual evaluations will be made, or vote in such meetings. It shall be the responsibility of those in attendance to write a detailed report specifying majority and minority opinions. The administrative procedures of each department/unit and college/school shall ensure that the input of administrators is a formalized part of the process. Unit chairs or directors may call a meeting of the personnel committee within a reasonable time after recommendations have been made and only for clarification of the personnel committee report to the unit chair or director.

(05/12)

6.1.B. Academic. College/School Personnel Procedures Authorized. The faculty of each academic college or school shall establish its own procedures and criteria for all personnel recommendations in accordance with college, school, and institutional bylaws. College/School personnel committees must be comprised of elected representatives from the college or school. Only tenured faculty (excluding chairs, directors, assistant and associate deans, and deans) may serve on college/school promotion and tenure personnel committees. Deans or directors may call a meeting of the personnel committee within a reasonable time after recommendations for promotion, tenure, merit or annual evaluations have been made and only for clarification of the personnel committee report to the dean or director.

(05/12)

IV. Future Action Items

Amendment of UNLV Bylaws Chapter III, Section 2.4 (Workload for All Faculty). A description of this proposed amendment of the UNLV bylaws was previously presented to the Committee. A full discussion will occur at a future meeting in the spring of 2015.

V. Other Business

The chair reported that the UNLV Bylaws Chapter III, Section 15 bylaw amendment was formally placed as a Future Action Item on the Faculty Senate meeting of 2-17-15. This bylaw amendment will become an Action Item at the March 17, 2015 meeting.

A committee member raised the question of hiring Faculty-in-Resident positions in the Honors College? Will the bylaw amendment Chapter III, Section 15 affect hiring of FIR's in the Honors College? Would these FIR's transfer to the Department of Mathematical Sciences?

An additional concern was raised regarding the Math Learning Center. Where is the administrative location of this center? What is the administrative oversight of this center? The Department of Mathematical Sciences was not formally involved in the hiring of FIR's in the Math Learning Center. A question of "mission creep" into pre-calculus courses has been raised.

- Next Meeting on March 20, 2015 (FDH 218) at 10:00AM

UNIVERSITY BYLAWS COMMITTEE (UBC)
BRYAN SPANGELO, CHAIR

Meeting held on March 20, 2015; 10:00 AM – 11:30AM; FDH 218

Members Present: Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Yen-Soon Kim (Hotel), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Proxy: Shannon Sumpter (Fine Arts) for Michael Lugering (Theatre)

Members Absent: Arthur Baragar (Mathematical Sciences), Janis McKay (Music), Elda Sidhu (General Counsel, *ex officio*)

Meeting Minutes

IV. Approval of Meeting Minutes from February 20, 2015

The meeting minutes from the 2-20-15 meeting were approved unanimously.

V. Announcements – Chair report from Faculty Senate meeting on Tuesday, March 17, 2015

UNLV Bylaw Change – Chapter III, Section 15, Recruitment of Faculty

This bylaw change is submitted to the Faculty Senate to clarify the role of academic faculty in their academic faculty searches and search committees.

THIS BYLAW CHANGE WAS NOT CONSIDERED DURING THE MARCH 17 FACULTY SENATE MEETING AND WAS REFERRED BACK TO THE UNIVERSITY BYLAWS COMMITTEE

VI. Action Items

- Consideration of Amendment to UNLV Bylaws Chapter III, Section 6.1.A (Personnel Recommendations for Academic Faculty) – PASSES UNANIMOUSLY

Sections of Regents Handbook, Senate Constitution/Bylaws Affected: (deletions indicated by strikethrough and additions by **bold underline**):

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties

Section 6. Personnel Recommendations for Academic Faculty

6.1.A Academic. Department/Unit Personnel Procedures Authorized. The faculty of each academic department/unit shall establish its own procedures and criteria for all personnel

recommendations in accordance with college/school and departmental/unit bylaws. Only tenured and tenure-track faculty and faculty in residence (excluding chairs and directors, assistant and associate deans and deans) may serve on departmental/unit personnel committees, attend personnel committee meetings at which recommendations for promotion, tenure, merit or annual evaluations will be made or vote in such meetings. **Faculty whose responsibilities are predominantly administrative shall not attend nor vote in department or unit academic personnel meetings.** It shall be the responsibility of those in attendance to write a detailed report specifying majority and minority opinions. The administrative procedures of each department/unit and college/school shall ensure that the input of administrators is a formalized part of the process. Unit chairs or directors may call a meeting of the personnel committee within a reasonable time after recommendations have been made and only for clarification of the personnel committee report to the unit chair or director.

(05/12)

6.1.B. Academic. College/School Personnel Procedures Authorized. The faculty of each academic college or school shall establish its own procedures and criteria for all personnel recommendations in accordance with college, school, and institutional bylaws. College/School personnel committees must be comprised of elected representatives from the college or school. Only tenured faculty (excluding chairs, directors, assistant and associate deans, and deans) may serve on college/school promotion and tenure personnel committees. **Faculty whose responsibilities are predominantly administrative shall not attend nor vote in college or school academic personnel meetings.** Deans or directors may call a meeting of the personnel committee within a reasonable time after recommendations for promotion, tenure, merit or annual evaluations have been made and only for clarification of the personnel committee report to the dean or director.

(05/12)

- FURTHER Consideration of a PRESIDENTIAL Administrative Amendment (3-11-15) to UNLV Bylaws Chapter III, Section 15 (Faculty Recruitment) – PASSES UNANIMOUSLY. THE CHAIR AND COMMITTEE MEMBERS CRAWFORD AND BAYER WILL MEET WITH PRESIDENT JESSUP TO DISCUSS THIS AMENDMENT ON 3-25-15.

Sections of Regents Handbook, Senate Constitution/Bylaws Affected: (deletions indicated by strikethrough and additions by **bold underline**):

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties

Section 15. Recruitment of Faculty

15.1 Academic Departments **or Units** Initiate Recruitment. The faculty of the academic departments, the library and academic support units initiate the recruitment process by developing a written job description for each new position requested. **shall draft and approve a written description for any new or vacant position.**

15.2 College **and School** Faculty Recommend Priority List. The college **and school** faculty through the department chair **or director** shall recommend a priority list for all new positions requested. The dean of the college **or school** shall chair the meetings.

15.3 Faculty Senate Priority and New Program Committee Authorized. The faculty of UNLV establishes the Faculty Senate Priority and New Program Committee. The committee

members are to be selected in accordance with departmental, college and Faculty Senate bylaws. (B/R 10/98)

15.4 Faculty Senate Priority and New Program Committee Priority List. The Faculty Senate Priority and Program Review Committee shall establish a priority list of all new positions requested by the academic units and submit the recommended priority list to the Executive Vice President and Provost, who shall forward it to the president. (B/R 10/98)

15.5 Administrative Approval for Recruitment. After the administration has authorized the number of available positions, approval is given by the administration to the appropriate academic and nonacademic faculty units to begin the recruiting process, with written notification to the **Administrative Faculty Committee** and Faculty Senate.

15.6 Search Committees. Following administrative approval for recruitment, department or unit faculty shall elect faculty to search committees. The search committee will elect its chair and facilitate the recruitment and screening process according to unit bylaws.

15.7 Recommendations for Appointment. Each academic and nonacademic faculty unit shall determine **by vote** which candidate or candidates they wish to recommend for appointment and submit their credentials and applications for employment through regular administrative channels for review.

15.8 All academic appointments must follow the procedures described in Chapter III, Section 15 (Recruitment of Faculty). Under exigent circumstances (to include but not limited to situations such as Target of Opportunity hires or spousal accommodations) the faculty may approve a suspension of all or a portion of Section 15 by a vote of no less than 2/3 of eligible faculty.

(B/R 3/03)

IV. Future Action Items

- Amendment of UNLV Bylaws Chapter III, Section 2.4 (Workload for Faculty)

V. Other Business

- Final Meeting of Semester on April 24, 2015

UNIVERSITY BYLAWS COMMITTEE (UBC)

BRYAN SPANGELO, CHAIR

Meeting held on April 24, 2015; 10:00 AM – 11:30AM; FDH 218

Members Present: Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Yen-Soon Kim (Hotel), Pierre Lienard (Anthropology), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Proxy: Gary Cerefice (School of Allied Health) for Bing Ma (School of Allied Health); Janis McKay (Music) for Michael Lugering (Theatre)

Members Absent: Arthur Baragar (Mathematical Sciences), Patrick Griffis (University Libraries), Kathy Lauckner (School of Environmental and Public Affairs), Elda Sidhu (General Counsel, *ex officio*)

Meeting Minutes

I. Approval of Meeting Minutes from March 20, 2015

The meeting minutes from the 3-20-15 meeting were approved with two abstentions (members not present at the 3-20-25 meeting). The Chair explained to the committee that he and Committee Members Peter Bayer and James Crawford met with President Jessup and Elda Sidhu (General Counsel) on March 25, 2015 regarding the committee's required "supermajority" vote of 2/3 of eligible faculty for a suspension of all or a portion of Chapter III, Section 15. The Committee's suggested bylaw amendment (3-20-15) was revised during this meeting.

II. Announcements

- Chair report from Faculty Senate meeting on Tuesday, April 21, 2015
 - The UNLV Bylaw Amendment in Chapter III, Section 15 (Recruitment) was presented as an Action Item at the Faculty Senate Meeting. The amendment was approved by the Senate (38-0-2) following the addition of "*no less than a majority*" in Section 15.8. This amendment will now be submitted to the campus faculty for approval.
 - The UNLV Bylaw Amendment in Chapter III, Section 6.1.A/B (Personnel Recommendations for Academic Faculty) was presented as a Future Action Item during the Faculty Senate Meeting.
- Update regarding campus vote for UNLV Bylaws Chapter I, Section 2.2 (Interpretation of Bylaws)
 - The campus vote for this bylaw amendment was 375 to APPROVE (92%) and 32 to DISAPPROVE (8%). This bylaw amendment will be submitted to the president for approval.

III. Action Items

- Consideration of Amendment to UNLV Bylaws Chapter III, Section 2.4 (Workload for Faculty) – PASSES UNANIMOUSLY

Sections of Regents Handbook, Senate Constitution/Bylaws Affected: (deletions indicated by ~~strikethrough~~ and additions by **BOLD UNDERLINE**):

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties

Section 2. Workload for Faculty

2.1 Individual Workloads. Individual workloads will be determined for a member of the faculty in accordance with the mission and priorities of that person's department as specified in the bylaws of the college and department thereof.

2.2 For Academic Faculty. The workload responsibilities for academic faculty shall be listed wherever applicable under the following categories:

A. Instruction, e.g., classroom and laboratory teaching, practicum and extension teaching, preparation, evaluation of students' performance, direction of independent study, theses and dissertations, consultations with students enrolled in classes, and student advisement.

B. Research, scholarly and creative work related to the members' discipline, aimed at specific results, e.g., books, articles, reports, and artistic creations or performances.

C. Public, community and University service including research, consultation, administration, or other services directed toward the University or community welfare.

2.3 For Nonacademic Faculty. Each academic support unit shall establish the scope of each employee's professional responsibilities and the performance standards thereof. These responsibilities may vary according to fluctuating work-related institutional and student needs and may include, but may not be limited to, the following areas:

A. Unit meetings

B. Student advisement and counseling

C. Committee work

D. Research, writing and creative activity

E. Community service

F. Instruction as requested

G. Unit supervisor

H. Other institutionally-related program coordination

I. New student orientation

J. Employee counseling

K. Curatorial duties

L. Chair of Professional Staff Committee

M. Independent study

(B/R 3/03)

2.4 Workload for All Faculty. All specified professional responsibilities and performance expectations shall be discussed by the individual faculty member and the department chair or supervisor as specified by department and college bylaws.

2.4.A BY MID-SEMESTER FACULTY MEMBERS SHALL BE CONSULTED AND NOTIFIED OF COURSE ASSIGNMENTS FOR THE FOLLOWING SEMESTER.

2.4.B IN THE EVENT THE CHAIR OR SUPERVISOR CHANGES COURSE ASSIGNMENTS THE CHANGE SHALL BE EXPLAINED IN WRITING IN APPROPRIATE DETAIL AND SHALL BE DISTRIBUTED TO ALL AFFECTED FACULTY AND THE DEAN.

2.4.C EACH SEMESTER THE DEPARTMENT CHAIR OR SUPERVISOR SHALL CONSULT WITH THE TENURED FACULTY REGARDING WORKLOAD FOR TENURE-TRACK FACULTY.

2.4.D Any grievances shall proceed through normal administrative channels.

2.5. Workload Policy. In recognition of the fact that there is a great diversity among Units as to the specific nature of their work, UNLV workload assignment policies and guidelines are intended to provide the basic principles on which faculty workload assignment and distribution decisions are based. A committee of the faculty of each Department, School or equivalent Unit selected pursuant to Unit bylaws shall develop a Workload Policy consistent with these guidelines, except for Departments, Schools, Programs, or equivalent Units that choose to defer in writing to their governing College, Division or equivalent Unit's Workload Policy. A committee of the faculty of each College, Division or equivalent Unit selected pursuant to Unit bylaws shall develop a Workload Policy consistent with the University guidelines.

(B/R 6/06)

IV. Future Action Items

- No current or future Action Items are under consideration by the UBC.

V. Other Business

- Adjourned for the spring semester of 2015.
- The chair asked if the members would be present during the summer months for a meeting of the UBC.

UNIVERSITY BYLAWS COMMITTEE (UBC) REPORT – FALL 2014

Meetings

The UBC held four (4) meetings during the fall semester of 2014 in FDH 218 (meeting minutes attached).

October 9, 2014

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Kathy Lauchner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Janis McKay (Music), Elda Sidhu (General Counsel)

October 23, 2014

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Kathy Lauchner (School of Environmental and Public Affairs), Michael Lugering (Theatre), Bing Ma (Allied Health), Janis McKay (Music), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Elda Sidhu (General Counsel)

Proxy: Peter Gray (Anthropology) for Pierre Lienard (Anthropology)

November 18, 2014

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Janis McKay (Music), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Elda Sidhu (General Counsel)

Proxy: Lori Slinn (Fine Arts) for Kathy Lauckner (School of Environmental and Public Affairs)

December 4, 2014

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Janis McKay (Music), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Elda Sidhu (General Counsel, *ex officio*)

Proxy: None

Major Accomplishments Fall 2015

The UBC proposed and submitted three (3) bylaw changes to the Faculty Senate:

- *Amendment of the Faculty Senate Bylaws Section 5.0 Article 5: Administrative Faculty Committee*
- *Amendment of UNLV Bylaws Chapter I, Section 4.6 Faculty Senate Committees Authorized*
- *Amendment of UNLV Bylaws Chapter I, Section 2.2 Interpretation of Bylaws*

The UBC will submit another bylaw change to the Faculty Senate in Spring 2015:

- *Amendment of UNLV Bylaws Chapter III, Section 15 Recruitment of Faculty*

UNIVERSITY BYLAWS COMMITTEE (UBC)

BRYAN SPANGELO, CHAIR

Meeting held on October 9, 2014; 10:30 AM – 12:00 PM; FDH 218

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Kathy Lauchner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Janis McKay (Music), Elda Sidhu (General Counsel)

Meeting Minutes

I. Introduction of committee members

At this first meeting of the University Bylaws Committee, all members introduced themselves and were then given the Faculty Senate Statement of Confidentiality form. The Faculty Senate Policy regarding Committee Attendance and Proxies was also described for the UBC by the committee chair.

II. Charges to the University Bylaws Committee

The charges for the UBC were given to the committee members. The specific charges for 2014-2015 were presented to the UBC and discussed:

- Review Faculty Senate and University Bylaws to ensure they are aligned with one another.
- Review Faculty Senate Bylaws to ensure that committee structures are aligned with The Code.
- Address policy regarding Tenured Clinical Faculty.

III. Governing NSHE and Institutional Bylaws

Hard copies of the following bylaws were provided to the UBC members by the Faculty Senate office:

- Board of Regents Handbook – Title 2 or Code
- UNLV Bylaws
- Faculty Senate Constitution and Bylaws

IV. Action Items

Action Item 1:

Amendment of the Faculty Senate Bylaws Section 5.0 Article 5: Committees

This action item was submitted by the Faculty Senate Administrative Faculty Committee, and was thoroughly vetted by the UBC. A revision was approved by

unanimous vote of the UBC. Deletions indicated by ~~striketrough~~ and additions by **bold underline**:

Section 5.0 Article 5: Committees

Administrative Faculty Professional Staff Committee

a) ~~Each professional staff unit will have one representative on the committee for every fifty professional staff positions in the unit or fraction thereof.~~ **Representatives to the Administrative Faculty Committee will be allocated in accordance with the Administrative Faculty Committee Bylaws, section 1 and 1.2 as approved by the Administrative Faculty Committee members and the Faculty Senate Executive Committee.** per section 4.1 of the Administrative Faculty bylaws.

Administration

Finance

President

~~Executive Vice President and Provost~~

Student Life

University and Community Relations

~~Director, Human Resources or designee (ex-officio, non-voting)~~

~~Professional Staff Senators (ex-officio, non-voting)~~

b) ~~Professional Staff members elected to at-large seats on the Senate will also serve as ex-officio, non-voting members.~~

Committee Recommendations: In the course of the lengthy discussions of this amendment to the Faculty Senate bylaws (Section 5.0 Article 5: Committees), the following recommendations are submitted by the UBC to the Senate:

1. All occurrences of “professional staff” should be replaced by “administrative faculty” in institutional and Senate bylaws, and Senate constitution, pending documentation of the official enactment of this change.
2. All occurrences of “faculty” in institutional and Senate bylaws should be replaced by “academic faculty” when “faculty” is meant to only designate “academic faculty”.

Action Item 2:

Amendment of UNLV Bylaws Chapter I, Section 4.6

This action item was acted upon during the meeting and was approved by a unanimous vote. It was considered a “housekeeping” change to the UNLV Bylaws. It is submitted to the Faculty Senate for approval. Additions to bylaws are indicated by **bold underline**. Deletions to bylaws are indicated by **~~bold strikethrough~~**.

CHAPTER I - Organization of the University of Nevada, Las Vegas

Section 4. Faculty Organization

4.6 Faculty Senate Committees Authorized. Authority has been delegated by the President to the Faculty Senate to appoint members to the following standing committees and for

these committees to function pursuant to their charges. The Senate shall create at least the following standing committees.

4.6.1 Academic Freedom and Ethics Committee.

4.6.2 Academic Standards Committee.

4.6.3 Administrative Faculty Committee

4.6.4 Admissions Committee.

4.6.5 Campus Affairs Committee.

4.6.6 Curriculum Committee.

4.6.7 Faculty Development Leave Committee (B/R 12/04)

4.6.8 Fiscal Affairs Committee.

4.6.9 General Education Committee.

4.6.10 Grievance Committee

4.6.11 Faculty Senate Priority and New Program Committee

~~4.6.11 Professional Staff Committee.~~

4.6.12 Program Review Committee

4.6.13 Sabbatical Leave Committee

4.6.14 Scholarship Committee

4.6.15 Special Hearing Committee (B/R 12/04)

4.6.16 Tenure and Promotion Committee (B/R 12/04)
(B/R 3/03)

4.6.17 University Bylaws Committee

V. Future Action Items

- *Amendment of UNLV Bylaws Chapter III, Section 15*
 - This future action item will be considered at the next UBC meeting on Thursday, October 23, 2014.
- *Amendment of UNLV Bylaws Chapter I, Section 2.2*
 - This future action item will be considered at the next UBC meeting on Thursday, October 23, 2014.

VI. Other Business

- Future meetings of the UBC for fall 2014 will include:
 - Thursday, October 23 from 10:30 AM to 12:00 PM in FDH 218
 - Thursday, November 13 from 10:30 AM to 12:00 PM in FDH 218
 - Thursday, December 4 from 10:30 AM to 12:00 PM in FDH 218

UNIVERSITY BYLAWS COMMITTEE (UBC)

BRYAN SPANGELO, CHAIR

Meeting held on October 23, 2014; 10:30 AM – 12:00 PM; FDH 218

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Kathy Lauchner (School of Environmental and Public Affairs), Michael Luger (Theatre), Bing Ma (Allied Health), Janis McKay (Music), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Elda Sidhu (General Counsel)

Proxy: Peter Gray (Anthropology) for Pierre Lienard (Anthropology)

Meeting Minutes

I. Approval of Meeting Minutes from October 9, 2014

The meeting minutes from the 10-9-14 meeting were approved with two corrections. “Administrative Faculty Committee Bylaws” was substituted for “Administrative Faculty Bylaws” in the record of the changes to the Faculty Senate Bylaws, Section 5.0 Article 5: Committees (found in IV. Action Items; *Action Item 1*).

Further changes were made to accurately record the sense of the discussion of the amendment of UNLV Bylaws Chapter I, Section 4.6 (found In IV. Action Items; *Action Item 2*).

II. Final editorial review of Action Items approved at the October 9, 2014 meeting

Amendment of the Faculty Senate Bylaws Section 5.0 Article 5: Committees Submitted by the Administrative Staff Committee. This Action Item was amended for accuracy following the changes to the 10-9-14 meeting minutes. The amendments were unanimously approved.

Amendment of UNLV Bylaws Chapter I, Section 4.6. This Action Item was corrected per the discussion of the 10-19-14 meeting minutes to accurately reflect the description of the recommended change (passed unanimously).

III. Action Item

Amendment of UNLV Bylaws Chapter I, Section 2.2. After a lengthy and productive discussion, this bylaw section was amended as follows:

2.2 Interpretation of Bylaws.

2.2.A Questions of interpretation of these Bylaws shall be directed to the Faculty Senate **Chairperson, who must render an interpretation with the advice and consent of the Faculty Senate Executive Committee. Prior to rendering its advice and consent, the Faculty Senate Executive Committee must consult with the University Bylaws Committee.**

2.2.B **The Faculty Senate Chairperson must publish the interpretation within 30 days.**

Amendment of UNLV Bylaws Chapter III, Section 15. After a lengthy and illuminating discussion, this proposed bylaw amendment will be considered at the next meeting of the University Bylaws Committee.

IV. Future Action Items

Amendment of UNLV Bylaws Chapter III, Section 6.1.A. A description of this proposed amendment of the UNLV bylaws was presented to the Committee, with a full discussion to occur at the next meeting of the University Bylaws Committee.

Amendment of UNLV Bylaws Chapter III, Section 2.4. A description of this proposed amendment of the UNLV bylaws was presented to the Committee, with a full discussion to occur at the next meeting of the University Bylaws Committee.

V. Other Business

- Future meetings of the UBC for fall 2014 will include:
 - Thursday, November 18 from 10:30 AM to 12:00 PM in FDH 218
 - Thursday, December 4 from 10:30 AM to 12:00 PM in FDH 218

UNIVERSITY BYLAWS COMMITTEE (UBC)

BRYAN SPANGELO, CHAIR

Meeting held on November 18, 2014; 10:30 AM – 12:30 PM; FDH 218

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Janis McKay (Music), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Elda Sidhu (General Counsel)

Proxy: Lori Slinn (Fine Arts) for Kathy Lauckner (School of Environmental and Public Affairs)

Meeting Minutes

I. Approval of Meeting Minutes from October 23, 2014

The meeting minutes from the 10-23-14 meeting were approved with no changes.

II. New Business and Announcements

Update from Faculty Senate Meeting on Tuesday, November 4, 2014

The UBC chair provide the committee with an update from the Senate meeting of 11-4-14. Amendments to the Faculty Senate Bylaws (Chapter I, Section 5.0, Article 5) and to the UNLV Bylaws (Chapter I, Section 4.6) were submitted by the UBC chair to the Faculty Senate as future action items.

Issue of Non-Substantive or “House-Keeping Changes to Bylaws

The UBC chair reported to the committee the results of consultation with General Counsel on the issue of non-substantive changes to the bylaws. Specifically, General Counsel notes the following section from the Board of Regents Handbook, Title 4, Chapter 1 (General Policy Statements), Section 8 (Policy of the Board of Regents):

“4. In preparing and codifying Board policy, the secretary of the board is authorized to make the following non-substantive changes to all titles of the Handbook:

a.) Correcting changes to names of organizations, departments, units, committees, and position titles;

b.) Correcting grammatical errors; and

c.) Correcting obvious typographical errors.

The secretary of the board shall maintain a record of any non-substantive changes that are completed.”

Similar changes to the UNLV Bylaws or Faculty Senate Bylaws will follow this standard Board of Regents practice.

Bylaws Checklist for Unit Bylaws

One of the charges to the UBC is to “review UNLV and its division’s bylaws”. Therefore a draft checklist for committee members to consider was reviewed by the chair. This checklist will be used to determine if unit bylaws are in alignment with the UNLV bylaws.

Spring 2015 UBC Meeting Spreadsheet

Committee members indicated times at which they are not available for a UBC meeting.

III. Action Items

Amendment of UNLV Bylaws Chapter III, Section 15. After a lengthy and productive discussion, this bylaw section was amended as follows:

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties Section 15. Recruitment of Faculty

15.1 Academic Departments or Units Initiate Recruitment. The faculty of the academic departments, the library and academic support units initiate the recruitment process by developing a written job description for each new position requested. **shall draft and approve a written description for any new or vacant position.**

15.2 College **and School** Faculty Recommend Priority List. The college **and school** faculty through the department chair **or director** shall recommend a priority list for all new positions requested. The dean of the college **or school** shall chair the meetings.

15.3 Faculty Senate Priority and New Program Committee Authorized. The faculty of UNLV establishes the Faculty Senate Priority and New Program Committee. The committee members are to be selected in accordance with departmental, college and Faculty Senate bylaws. (B/R 10/98)

15.4 Faculty Senate Priority and New Program Committee Priority List. The Faculty Senate Priority and Program Review Committee shall establish a priority list of all new positions requested by the academic units and submit the recommended priority list to the Executive Vice President and Provost, who shall forward it to the president. (B/R 10/98)

15.5 Administrative Approval for Recruitment. After the administration has authorized the number of available positions, approval is given by the administration to the appropriate academic and nonacademic faculty units to begin the recruiting process, with written notification to the Professional Staff Unit and Faculty Senate.

15.6 Search Committees. Following administrative approval for recruitment, department or unit faculty shall elect faculty to search committees. The search committee will elect its chair and facilitate the recruitment and screening process according to unit bylaws.

15.7 Recommendations for Appointment. Each academic and nonacademic faculty unit shall determine **by vote** which candidate or candidates they wish to recommend for appointment and submit their credentials and applications for employment through regular administrative channels for review. **All academic faculty appointments must follow the procedures described in Chapter III, Section 15 (Recruitment of Faculty).**
(B/R 3/03)

IV. Future Action Items

Amendment of UNLV Bylaws Chapter III, Section 6.1.A. A description of this proposed amendment of the UNLV bylaws was presented to the Committee, with a full discussion to occur at a future meeting of the University Bylaws Committee.

Amendment of UNLV Bylaws Chapter III, Section 2.4. A description of this proposed amendment of the UNLV bylaws was presented to the Committee, with a full discussion to occur at a future meeting of the University Bylaws Committee.

V. Other Business

- Next Meeting on Thursday, December 4, from 10:30AM to 12:00PM in FDH 218

UNIVERSITY BYLAWS COMMITTEE (UBC)

BRYAN SPANGELO, CHAIR

Meeting held on December 4, 2014; 10:30 AM – 12:00 PM; FDH 218

Members Present: Arthur Baragar (Mathematical Sciences), Peter Bayer (Boyd School of Law), James Crawford (School of Environmental and Public Affairs), Stephen Fife (Marriage and Family Therapy), Patrick Griffis (University Libraries), Kathy Lauckner (School of Environmental and Public Affairs), Pierre Lienard (Anthropology), Michael Lugering (Theatre), Bing Ma (Allied Health), Janis McKay (Music), Travis Olson (Education), Neil Opfer (Engineering), Lori Slinn (Fine Arts), Bryan Spangelo (Chemistry and Biochemistry)

Members Absent: Daniel McLean (Hotel), Elda Sidhu (General Counsel, *ex officio*)

Proxy: None

Meeting Minutes

I. Approval of Meeting Minutes from November 18, 2014

The meeting minutes from the 11-18-14 meeting were approved with one modification. The last sentence on the first page of the minutes was deleted (*i.e.*, “Similar changes to the UNLV Bylaws or Faculty Senate Bylaws will follow this standard Board of Regents practice.”).

II. New Business and Announcements

Schedule Day and Time for Spring 2015 Meetings

The Committee agreed to meet in the spring semester on Wednesdays from 9:00AM to 10:30AM. The first meeting in the spring semester of 2015 will be January 28 at 9:00AM in FDH 218.

Report of the Faculty Senate Meeting on December 2, 2014

The committee chair reported that the first Action Item was approved by the Senate (Amendment to Faculty Senate bylaws Section 5.0 Article 5 Administrative Faculty Committee). The second Action Item was withdrawn by the UBC chair (UNLV Bylaws Chapter I, Section 4.6 Faculty Organization). The second Action Item was considered a non-substantive change to the bylaws and did not require a vote of the faculty (see Board of Regents Handbook, Title 4, Chapter 1, Section 8.4).

III. Discussion

Bylaws Checklist for Unit Bylaws

One of the charges to the 2014-2015 UBC is found in the Faculty Senate Bylaws:

“6.17.4 The Committee shall review UNLV and its division’s bylaws, and recommend revisions whenever desirable. It shall also serve to interpret UNLV and its division’s bylaws, and recommend such interpretations to the Faculty Senate.”

The chair asked the committee members to review a list of possible questions to investigate within their own unit bylaws:

- Does your unit have bylaws? (*e.g.*, College of Hotel Administration) (Chapter I, Sections 4.4.1 and 4.4.2)
- Do your unit bylaws have the committees described in UNLV Bylaws Chapter I, Section 4.7 (College Curriculum Committee, Academic Standards Committee, College Bylaw Committee)?
- Do your unit bylaws have a peer review procedure (*e.g.*, Dental School)? (Chapter III, Section 8.3)
- Do your unit bylaws have written standards for promotion and tenure? (Chapter I, Section 4.3.4)
- Do your unit bylaws have reconsideration procedures for tenure recommendations? (Chapter I, Section 4.3.4)
- Do your unit bylaws have a written workload policy? (Chapter III, Section 2.5)
- Do your unit bylaws require a faculty vote in curricular matters? (Chapter II, Section 6.3.1)
- Do your unit bylaws have procedures for allowing periodic assessment (*i.e.*, 3 years) of the level of confidence in which administrator is held by faculty? (Chapter III, Section 14.3)

During the discussion of these checklist items, the committee raised questions regarding approval of department and unit bylaws. As an example, faculty in a Fine Arts department have amended their bylaws to ensure consistency with the UNLV bylaws. Because these changes were not approved by the administration, the committee wonders if performing its task of reviewing UNLV and its division’s bylaws is constructive. The chair asked the committee member from Fine Arts to forward the draft department bylaw changes for a full committee review.

IV. Action Items

Additional Review of Amendment of UNLV Bylaws Chapter III, Section 15. After a lengthy and productive discussion, this bylaw section which was considered at the 11-18-14 UBC meeting was further amended as follows. This amendment will be reviewed at the 1-28-15 UBC meeting.

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties Section 15. Recruitment of Faculty

15.1 Academic Departments or Units Initiate Recruitment. The faculty of the academic departments, the library and academic support units ~~initiate the recruitment process by developing a written job description for each new position requested.~~ **shall draft and approve a written description for any new or vacant position.**

15.2 College **and School** Faculty Recommend Priority List. The college **and school** faculty through the department chair **or director** shall recommend a priority list for all new positions requested. The dean of the college **or school** shall chair the meetings.

15.3 Faculty Senate Priority and New Program Committee Authorized. The faculty of UNLV establishes the Faculty Senate Priority and New Program Committee. The committee members are to be selected in accordance with departmental, college and Faculty Senate bylaws. (B/R 10/98)

15.4 Faculty Senate Priority and New Program Committee Priority List. The Faculty Senate Priority and Program Review Committee shall establish a priority list of all new positions requested by the academic units and submit the recommended priority list to the Executive Vice President and Provost, who shall forward it to the president. (B/R 10/98)

15.5 Administrative Approval for Recruitment. After the administration has authorized the number of available positions, approval is given by the administration to the appropriate academic and nonacademic faculty units to begin the recruiting process, with written notification to the **Administrative Faculty Committee** Professional Staff Unit and Faculty Senate.

15.6 Search Committees. Following administrative approval for recruitment, department or unit faculty shall elect faculty to search committees. The search committee will elect its chair and facilitate the recruitment and screening process according to unit bylaws.

15.7 Recommendations for Appointment. Each academic and nonacademic faculty unit shall determine **by vote** which candidate or candidates they wish to recommend for appointment and submit their credentials and applications for employment through regular administrative channels for review.

15.8 All academic appointments must follow the procedures described in Chapter III, Section 15 (Recruitment of Faculty). Under exigent circumstances the faculty may approve by a vote of no less than 2/3 of eligible faculty a suspension of all or a portion of Section 15.

(B/R 3/03)

V. Future Action Items

Amendment of UNLV Bylaws Chapter III, Section 6.1.A (Academic. Department/Unit Personnel Procedures Authorized). A description of this proposed amendment of the UNLV bylaws was previously presented to the Committee. A full discussion will occur at a future meeting in the spring of 2015.

Amendment of UNLV Bylaws Chapter III, Section 2.4 (Workload for All Faculty). A description of this proposed amendment of the UNLV bylaws was previously presented to the Committee. A full discussion will occur at a future meeting in the spring of 2015.

VI. Other Business

- Next Meeting on January 28, 2015 (FDH 218) from 9:00AM to 10:30AM