

PROPOSED AMENDMENTS TO UNR BYLAWS  
As proposed by the University Bylaws & Code Committee  
Deletions are ~~struck through~~ in [brackets], additions in **bold**  
**Approved by the Faculty Senate on March 26, 2009**

### 1.1.3 AMENDMENT OF THE BYLAWS

Any member of the faculty, the President, **the** Chancellor, or the Board of Regents may propose amendments to these Bylaws. **All** proposed amendments [~~developed by the faculty~~] shall be submitted in writing to the Faculty Senate, which shall refer the same to a Senate Bylaws Committee for its review and recommendation. If recommended for approval by a majority of the Faculty Senate, the proposed amendment shall be submitted to the faculty for a vote by a written, secret mail ballot **or other similarly confidential electronic means**. A proposed amendment which, after consideration by the Faculty Senate, has not been recommended for approval by a majority of that body shall be submitted to the faculty for a vote by a written, secret mail ballot (**or other similarly confidential electronic means**) if at least ten percent of the faculty sign a petition requesting this action. [~~The~~] Amendments shall be in force upon: 1) recommendation for approval by the faculty, which shall be by at least a two-thirds majority of those voting [~~in a written, secret mail ballot~~]; 2) approval by the President; and 3) approval by the [~~Board of Regents~~] **Chancellor**.

[~~Proposed amendments developed by the President, Chancellor, or the Board of Regents shall likewise be submitted in writing both to the Faculty Senate for this body's full review and recommendation and also to the faculty as a whole for its vote before being forwarded to the Board of Regents for final approval.~~]

*Rationale:* The two paragraphs redundantly tried to distinguish between amendments proposed by faculty and those proposed by the President, the Chancellor, and the Board. The second paragraph is therefore eliminated and the first paragraph is clarified to mean that ALL amendments (whether proposed by faculty or not) must be submitted in writing to the Faculty Senate, etc. Also, our recent practice of electronic voting is reflected with the addition of "or other similarly confidential electronic means."

**Presidential Response: Approved**

### 3.1.4 PERSONNEL FILE

The University shall maintain **at its Human Resources office** an official personnel file for each member of the faculty. [~~which shall be the exclusive file for personnel decisions, and which includes all personnel~~] **Other personnel** files maintained in the department, major unit, or university administrative offices [~~Provisions regarding files shall apply to all that are maintained. The files~~] shall be [~~maintained,~~] supervised and kept in a secure, locked place, by the appropriate administrators[;] (department files by

the chair, major unit files by the dean or director, and University files by the administrator designated by the President).

*Rationale:* Human Resources keeps the official personnel file. This file is not exclusive, but is the only official one. Personnel files in other university offices must be supervised and kept secure.

**Presidential Response: Approved**

### **3.3.2 EVALUATION**

All evaluations shall be initiated by the department and shall be made on the basis of equitable and uniform criteria. Evaluations of instructional faculty shall include an assessment of teaching evaluations completed by their students. Quality of performance for each area of professional activity shall be assessed according to procedures and criteria specified in department, major unit, and these University Bylaws, [. For academic faculty, evaluations shall] **and may** include peer review. For tenure-track faculty members, external peer review shall be required for promotion or tenure, as specified in major unit and/or department bylaws.

*Rationale:* Peer review of teaching is not done in many departments. We propose that it not be mandatory.

**Presidential Response: Approved**

### **3.3.6 RECLASSIFICATION OF ADMINISTRATIVE FACULTY POSITIONS**

A reclassification of an administrative faculty member is in recognition of the level of work and responsibilities assigned to that position. A member of the administrative faculty may request reclassification of the administrative range of his/her current position at any time **after the first year of employment**.

*Rationale:* The administration proposes that reclassification not be requested until after the first year of employment.

**Presidential Response: Not Approved – Back to Committee for wording change.**

### **3.4.4 SCHEDULE FOR EVALUATION OF PROBATIONARY FACULTY**

b. ~~Three~~ **Third** Year Review - A probationary member of the faculty must be evaluated and advised regarding progress toward tenure recommendation no later than the end of the third full academic year as a probationary member of the academic faculty of the university and, if not granted tenure, annually thereafter. The probationary faculty member shall be informed of this evaluation in writing, including the program of improvement that must be undertaken to be considered for tenure at a later date. **All third-year reviews shall be forwarded by the dean or major unit administrator to the Executive Vice-President and Provost.**

*Rationale:* Reflects current practice.

**Presidential Response: Approved with change of Three to Third**

### **3.5.1 NONREAPPOINTMENT OF NONTENURED FACULTY**

Notification of nonreappointment of nontenured members of the faculty shall be made in accordance with the provisions prescribed in [~~Subsections 5.9.1 to 5.9.4]~~ **Title 2, Chapter 5** of the Code. [~~In accordance with Section 3.3.7 of these Bylaws, when a recommendation or decision not to renew an appointment has first been reached, the faculty member involved will be informed of that recommendation or decision in writing by the body or individual making the initial recommendation or decision, and the faculty member may request written notice of reasons.~~] **Administrative decisions or recommendations involving the nonreappointment of a nontenured faculty member shall be communicated in writing, within 15 college working days, to the faculty member by the administrator making the initial decision or recommendation. Such written notices of or recommendations for nonreappointment shall include reasons for the decision or recommendation.**

*Rationale:* Subsections of the Code may change, so only Title and Chapter are specified. We propose that initial notices of or recommendations for nonreappointment include reasons, without the appointee having to ask for them.

**Presidential Response: Not Approved – Back to Committee for Code Compliance Issue**

### **3.5.7 SABBATICAL AND PROFESSIONAL DEVELOPMENT LEAVES**

The major purpose of sabbatical **and professional development** leaves is to provide the faculty opportunity for continued professional growth and new or renewed intellectual achievement through study, research, writing, creative work and travel, so that teaching effectiveness may be enhanced, scholarly usefulness increased, and the institution's academic, research, and service programs strengthened. Any faculty member with academic equivalent rank, including the rank of lecturer, who shall, at the beginning of the proposed leave, have served full-time on either a ten- or twelve-month contract for six or more salaried years without a sabbatical leave is eligible to apply for sabbatical **or professional development** leave.

*Rationale:* Corrects an oversight. IF ADOPTED, TITLE NEEDS TO BE CORRECTED IN THE TABLE OF CONTENTS ALSO.

**Presidential Response: Not approved – Back to Committee for wording change.**

### **3.6.3 VICE-PRESIDENTS**

The President, in making a nomination for vice-president to the Board of Regents, shall consult with the faculty. Consultation shall involve a faculty screening committee selected in accordance with provisions defined by the Administrative Manual. The committee shall present a **list** [~~ranked slate~~] of three or more candidates to the President and shall meet with the President to discuss the proposed candidates.

*Rationale:* The President prefers an unranked list of candidates.

**Presidential Response: Approved**

## PROPOSED AMENDMENTS TO UNR BYLAWS

Deletions in [brackets], additions in **bold**

Approved by the UBCC on 3 April 2009

Approved by the Faculty Senate 6 May, 2009

### 1.1.5 IMPLEMENTATION OF THE BYLAWS

Procedures for implementing these Bylaws shall be published in the *Administrative Manual*, and these procedures shall not conflict with these Bylaws or any higher-level rules and regulations. In the event of any such conflict, the higher authority shall prevail. Any faculty member or group may propose additions, deletions, or revisions to the *Manual*. A Senate Bylaws Committee shall review the *Administrative Manual* at the request of the Faculty Senate. Changes to the *Administrative Manual* shall be in full force and effect upon approval by both the Faculty Senate and the President.

**Any member of the faculty may notify the Faculty Senate, in writing and with strict confidentiality, of the implementation of any policy or procedure that allegedly contravenes the Code, these Bylaws, or the bylaws of a major unit or department, or of the alleged failure to implement such bylaws or the Code. Once notified, the Faculty Senate shall inform the administrator of the unit in which the alleged infringement has occurred. The administrator shall respond in writing within 30 college working days. If the administrator agrees to correct the matter, the Senate shall inform the notifying faculty member accordingly. If the administrator declines to correct the matter, the Senate shall establish procedures to review and resolve it in a timely fashion. Such procedures shall include keeping the notifying faculty member informed of progress toward a resolution, and may include bringing the matter, together with the Senate's recommendation, to the President for a resolution.**

*Rationale:* Alleged violations of bylaws or the Code may occur out of ignorance, oversight, misinterpretation, or willful disregard. Such violations, if committed, have no prescribed consequence. We propose that, at a minimum, the consequence be that official steps are taken to remedy any infringements or non-compliance brought to the Senate's attention, in a way that affords 1) confidentiality for the faculty member who advertises them and 2) an opportunity for the administrator to remedy them, and that in contested cases the Senate establish procedures to review the issue and, if necessary, make a recommendation to the President for a resolution.

**Presidential Response: Not approved**

### **2.4.3 POLICIES AND PROCEDURES OF THE FACULTY SENATE AND THE GRADUATE COUNCIL**

g. **Amendments to the bylaws of each body shall be in effect upon: 1) approval by a two-thirds majority of the voting [the] members of that body and 2) approval by the President. If the President does not disapprove in writing within 45 college working days of the date amendments are received, this shall constitute approval.**

*Rationale:* Since both bodies' bylaws are currently in effect, we propose addressing amendments instead of "The bylaws." We also clarify that a two-thirds majority of the voting members is required for approval. To encourage expedition of presidential approval or rejection, the 45-day clause has been added.

**Presidential Response: Approved**