

Requirements for College Bylaws

College:

Date:

College bylaws require approval by the College faculty with voting rights and the Provost (Ch II, Article III-1 and Ch IX, K1d).

This checklist will be completed by the Faculty Manual consultant to ensure that college bylaws conform with the 2025 – 2026 Faculty Manual.

Item		Yes	No	N/A
1. A statement that College Bylaws may not contradict the <i>Faculty Manual</i> and any provisions within them that contradict the Faculty Manual are null and void.	Ch IX, K1e			
2. College bylaws may not abrogate or alter policies in the Faculty Manual without approval of the Faculty Senate.	Ch III, A1c			
3. Includes a statement that all faculty with a majority regular appointment in the college have voting privileges.	Ch IV B 2 a			
4. Includes a statement that individuals with other appointments have voting privileges; If this statement is not included then voting privileges are solely granted to faculty with regular ranks.	Ch IV, B 3 a			
5. Consistent with the opportunity to establish other duties assigned to the dean	Ch VIII, I 2q			
6. Consistent with the opportunity to establish other duties assigned to the unit head	Ch VIII, J 2o			
7. Consistent with mechanisms to select or elect members to college and university committees in the <i>Faculty Manual</i>	Ch IX, D2 1			
8. Consistent with the requirement that there are formal College meetings at least once during each long semester	Ch IX, K2a			
9. Consistent with the requirement that standing and other committees of the college report to the faculty at formal College meetings	Ch IX, K2b			
10. Consistent with the requirement that there is the opportunity for any member of the collegiate faculty to raise questions about academic affairs of the college	Ch IX, K2c			
11. Consistent with the requirement that recommendations from the college faculty are forwarded to appropriate University officials and groups	Ch IX, K2d			
12. Consistent with the requirement that minutes of collegiate faculty meetings are forwarded to the Provost and President for information	Ch IX, K2e			
13. A standing curriculum committee is required. There may be separate undergraduate and graduate committees	Ch IX, K3a,b			
14. Each curriculum committee elects own chair	Ch IX, K3c, d			
15. The College Curriculum Committee Chair (or College Undergraduate Curriculum Committee Chair if there is one) serves on the Undergraduate Curriculum Committee along with a second representative elected by the committee	Ch II, Art IV, 2; Ch IX, K3c & d			
16. If there is a College Graduate curriculum Committee, the chair serves on the University Graduate Curriculum Committee as well as an additional representative elected by the college graduate curriculum committee. If there is no Graduate Curriculum Committee then the College Curriculum Committee elects the two College representatives to the University Graduate Curriculum Committee.	Ch II, Art IV, 2; Ch IX, K3d & e			
17. Each academic unit of the college shall elect its representative(s) to the college curriculum committee in accordance with procedures established in the college bylaws. In colleges in which the number of academic units is small, college bylaws may specify alternate procedures for establishing the membership of college curriculum committees.	Ch IX, K3f Ch IX, K3g & K3f i			

18. Terms of service on the curriculum committee(s) are determined by Faculty in the college and must be specified in the bylaws	Ch IX, K3g			
19. Consistent with the requirement that curricular recommendations are acted upon by the collegiate faculty and/or appropriate college curriculum committee	Ch IX, K3i\h			
20. The college shall establish a standing advisory committee of faculty members, the composition of which shall be specified in the college bylaws. This committee shall advise the dean on matters which the dean or collegiate faculty brings to it as well as fulfilling specific faculty governance functions required by the Faculty Manual as needed, In the absence of a standing advisory committee in the bylaws or whenever such a committee has not been convened, the role of the committee shall be filled by the college's Faculty Senate delegation.	Ch IX, K4			
21. Collegiate faculty may establish other standing committees, whose composition and membership are determined by the collegiate faculty in accordance with the College bylaws	Ch IX, K5a			
22. Consistent with the requirement that ad hoc committees may be established at the discretion of the dean	Ch IX, K5b			
23. College bylaws shall not exclude, either explicitly or by omission, any faculty with a regular appointment from eligibility to be elected or appointed to a college committee on the basis of rank, designation, or tenure status except for those performing shared governance functions specifically restricted by the <i>Faculty Manual</i>	Ch IX, K6			
24. Membership on college committees need not be confined to faculty, except when specifically noted in the Faculty Manual; student and/or staff representation shall be provided for wherever appropriate.	Ch IX, K6 a			
25. Consistent with the requirement that collegiate peer review committees for TPR are only authorized if contained in College Bylaws	Ch II, Art III-2			