

**BYLAWS OF
THE SCHOOL OF NATURAL RESOURCES AND ENVIRONMENT
UNIVERSITY FLORIDA**

June 8, 2021
Amended September 22, 2021

Vision

The School of Natural Resources and Environment, through its interdisciplinary educational programs, will provide tomorrow's scientists, natural resource managers, and societal leaders with the training (acquisition of knowledge, skills, and competencies) needed to effectively address the enormous environmental challenges facing society today and in the future.

Mission

The School of Natural Resources and Environment offers university-wide, interdisciplinary degree programs at both the undergraduate and graduate level to develop intellectual capacity by preparing students to understand the complex issues related to environment and socio-economic stability in Florida, the nation, and the world.

Article I - Governance of the School of Natural Resources and Environment

Section 1 – Shared Governance

These Bylaws establish the general principles by which the School of Natural Resources and Environment (SNRE) shall be governed. These Bylaws are governed by and subordinate to the Constitutions of the Institute of Food and Agricultural Sciences (UF/IFAS) and the University and the policies and directives of the University of Florida's Board of Trustees and the Florida Board of Governors. Operating within the context of these Bylaws, the governance of the SNRE shall be shared between the administration and the faculty.

The SNRE views the enhancement of inclusion, diversity, equity, and access as our shared responsibility. We embrace the critical role that a diverse school community brings to advancing educational programs in natural resources and environmental sciences, while fostering an atmosphere for professional and personal growth. Together, we are committed to providing a safe and welcoming environment for individuals of all races, genders, ages, nationalities, religions, sexual orientations, identities, and abilities.

Section 2 – Goals of the School

The goals of the SNRE shall be consistent with the mission articulated in the UF/IFAS and UF Constitutions and shall include: (1) linking the existing strengths of University of Florida scholars

and students into a new future-oriented educational enterprise; (2) offering a rigorous, broad-based, interdisciplinary education to undergraduate majors to prepare them to understand the relationships between natural resources, environment, and society; (3) enriching opportunities for broad education to students engaged in core disciplines and professional degree programs; integrating discipline-centered graduate education into interdisciplinary framework to offer both basic and applied science and policy analysis; (4) creating opportunities for faculty and students to conduct interdisciplinary research needed to understand critical environmental and natural resource problems; (5) enhancing education and training of present and future teachers in basic environmental science and policy; and (6) serving the human and natural community at the state, national, and international level.

Article II – The Faculty

Section 1 – Faculty Membership

The School shall build on existing strengths in the University by encouraging existing departments or other organizational units of the University to participate in the activities of the SNRE. Recognizing the high level of expertise in environmental and natural-resource matters already present in many basic and applied discipline-centered departments and other organizational units of the UF, the SNRE will engage faculty from a variety of the University's disciplines, as the Affiliate Faculty of the School of Natural Resources and Environment.

The UF faculty members who are salaried in their academic department and schools are appointed as Affiliate Faculty in SNRE. Voting rights in SNRE are limited to Affiliate Faculty members only. Emeritus faculty not employed by the University during a current academic year and faculty holding Visiting and Courtesy appointments shall not have voting privileges in the School. Policies and procedures for Affiliate, Courtesy, and Visiting faculty appointments are described in Appendix A.

Section 2 – Affiliate Faculty Responsibilities

- a. Affiliate Faculty members are responsible for the professional development of students, including mentoring and organizing, attending, and presenting seminars.
- b. Affiliate Faculty members are responsible for contributing to the development and implementation of academic programs of the School.
- c. Affiliate Faculty members are responsible for contributing to the governance of the School by serving on committees.
- d. Affiliate Faculty are responsible for performing duties and related activities at the highest standards of ethical behavior.

Section 3 – School Leadership

The School is led by a Director appointed by the UF/IFAS Vice President in accordance with the University Constitution. The SNRE Director will have a tenured appointment in one of the UF/IFAS academic departments. The Director serves as the chief executive and administrative officer of the School. The Director provides financial planning and policy and supervises routine operations of the School, including faculty evaluations and evaluations of appropriate staff. The

Director is responsible to the IFAS Vice President for administration of the School and the College of Agricultural and Life Sciences (CALs) Dean for programmatic issues. The Director is expected to operate the School in the spirit of shared governance and seek faculty input, consider it, and provide feedback and rationale about final decisions. The Director is expected to follow UF and UF/IFAS guidelines for hiring faculty and staff, and appointment of Affiliate and Courtesy Faculty. Director also serves as the Graduate Coordinator for the Interdisciplinary Ecology Graduate Program. As time permits, the Director may maintain a modest teaching, research, and/or extension program.

Article III - Committees

Service on committees in the SNRE is the primary means by which faculty can participate directly in the governance of the School. The Director or the Director's representative may serve as an ex-officio member of any committee, without voting privileges unless specifically provided in these Bylaws. Committee members for all committees, except the Faculty Advisory Council, shall be selected by the Director of the School. Members will be appointed to a particular standing committee for no more than a term of 3 years. After a 1-year hiatus following a term, an affiliate faculty member may serve again on a particular committee. New appointments will be staggered to avoid complete turnover in any one committee.

Section 1. Faculty Advisory Council

The SNRE Faculty Advisory Council (FAC) advises the SNRE Director and the staff on the formulation and execution of SNRE programs, plans, and policies. The FAC is responsible for providing input to the Director on matters of interest and concern to the faculty. The FAC shall consist of 15 affiliate faculty members who will serve three-year staggered terms, as well as one undergraduate student and one graduate student elected by those student bodies. Nine faculty members are elected by affiliate faculty and six are appointed by the Director to ensure a diverse committee, including (but not limited to) diversity of disciplinary representation. Members of the FAC will be elected by electronic ballot on an annual basis, as members may rotate off the committee each year (starting January 2023). However, any member may be re-elected for maximum of two terms. The FAC will select a chair each year. Meetings of the FAC will be held as needed. Any member of the FAC may call for a meeting. The agenda and the names of the committee members will be disseminated before each meeting with an invitation to faculty to propose items for discussion. Meetings of the FAC will be held as needed. To address some of its specific responsibilities, the FAC can formulate its own sub-committees. Meeting minutes will be disseminated to the FAC after each meeting and posted on the SNRE website.

Responsibilities of the FAC include (but not limited to) the following:

- Review the bylaws of the school every three years and propose modifications to the entire faculty, as necessary.
- Provide input to the SNRE Director on matters of short- and long-range planning including inputs for internal and external review of the unit.
- Review undergraduate and graduate programs and curriculum proposals. These documents are developed by undergraduate and graduate committees and submitted to FAC for

review. The FAC approves/provides the feedback on these programs and documents to SNRE Director.

- Review all affiliate and courtesy faculty nominations, according to the SNRE policy for these appointments.
- Assist in promoting SNRE program to reach both internal and external groups.
- Assist SNRE as needed to address critical emerging programmatic issues.

Section 2. Graduate Program Committee

The Graduate Program Committee (GPC) is a standing committee responsible for the Interdisciplinary Ecology graduate program of the SNRE. SNRE Director is the Graduate Coordinator and will serve on this committee but will not chair this committee. Four faculty members with graduate faculty status, one graduate student will serve on this committee. Members and Chair of the Graduate Committee shall be appointed by the SNRE Director based on their designated graduate-level specialization. Responsibilities of the Graduate Program Committee are to review and make recommendations to the SNRE Director with respect to curriculum, degree requirements, admissions, graduate course scheduling, and departmental policies and practices affecting graduate students. The Committee will also be responsible for maintaining the SNRE graduate student guide and keeping it up to date.

Section 3. Undergraduate Program Committee

The Undergraduate Program Committee (UPC) is responsible for the undergraduate instructional program of SNRE. The UPC shall be chaired by a member of the faculty who is currently serving as the Undergraduate Coordinator. Two SNRE appointed faculty members and the SNRE academic advisor, in addition to the Undergraduate Coordinator, will serve as members of the Undergraduate Program Committee. Responsibilities of this committee are to review and make recommendations to the SNRE Director with respect to curriculum, degree requirements, admissions, the School's policies and practices affecting undergraduate students, and the peer review of faculty teaching performance. The UPC is responsible for reviewing and making recommendations to the SNRE Director concerning the Honors Program, for coordinating the school's honors program with the CALS Honors Program, and for administering the policies for honors students within the SNRE.

Section 4. Inclusion, Diversity, Equity, and Access Committee

The Inclusion, Diversity, Equity and Access (IDEA) Committee of SNRE, hereafter referred to as the SNRE- IDEA Committee, will engage in creating a productive, inclusive, and supportive environment within the School for faculty, staff, and students. The SNRE IDEA Committee is assigned to: (1) Actively promote inclusion, diversity, equity, and access within the School; (2) Evaluate and assess the School work environment related to our academic programs; (3) Actively seek and promote strategies that meet the goals of the committee; (4) Identify resources to the School on matters regarding inclusion, diversity, equity, and access; and (5) other emerging activities related to this committee goals. The committee appointed by the Director consists of members representing faculty, staff, graduate, and undergraduate students. The Chair of the committee will be appointed by the SNRE Director and committee members will be appointed by the Director or

serve on voluntary basis as needed.

Section 5. *Ad hoc* committees

Ad hoc committees can be formed by the Director or by FAC, as needed. Members of these committees shall volunteer for the assignment and shall elect a chair from among their members if a chair is deemed necessary.

Article IV – Ratification and Amendments

Section 1. These Bylaws shall become effective upon their ratification by the affiliate faculty of the SNRE with a two-thirds majority vote, concurrence of the SNRE Director, CALS Dean, and approval of UF/IFAS VP.

Section 2. Proposals for amendments to these Bylaws may be made to the SNRE Director by the Faculty Advisory Council (FAC).

Section 3. Changes in these Bylaws shall be made by a two-thirds majority vote of the affiliate faculty.

Section 4. Faculty will have one month to review and register a vote for adoption and amendment of the Bylaws.

APPENDIX A

Policies and Procedures for Affiliate and Courtesy Faculty Appointments

School of Natural Resources and Environment

May 2021

Affiliate faculty in the School of Natural Resources and Environment (SNRE) have academic appointments in their respective Department, but do not occupy tenure-track budgetary lines assigned to the SNRE. The reason for such an appointment is a **mutually beneficial relationship** in which the appointee actively participates, at some explicit level, in the programs of the SNRE. That participation will generally be of a nature that requires formal affiliation recognized by the University, e.g., teaching a course or supervising graduate students.

Affiliate Faculty

A modifier of the three professorial titles used exclusively for faculty whose budget line and tenure rests in another academic unit of the University of Florida. Affiliate appointees participate in academic programs of the SNRE. Affiliate appointees may not serve as outside members of graduate committees.

Courtesy Faculty

This modifier of the three professorial ranks is used for colleagues who participate in the complete mission of the academic unit, but who are not actual University of Florida employees or who are not recognized as having full faculty privileges through Cooperative Agreements with the University.

Visiting Faculty

This modifier applies to appointments extended to qualified persons who are available for limited periods of time, or to appointments to positions that are available for specific temporary periods of time. They may or may not receive a stipend or salary from UF. Time spent in the appointment more than 3 years must have the written approval of the Office of Academic Affairs before the reappointment for the 4th year is made. This title may not be held for more than 5 years, by UF policy

Chair of Graduate Committees

Once an academic affiliation has been established by the SNRE (regardless of title) and once Graduate Faculty Status (GFS) has been approved by the Graduate School **Affiliate Faculty** may serve as either chair or co-chair of graduate committees. **Courtesy faculty** may serve as chair along with an **Affiliate Faculty** as co-chair from one of the UF academic units. *In accordance with Cooperative Agreement 1434-17HQRUI544, research scientists within the Florida Cooperative Fish and Wildlife Research Unit of the US Geological Survey, who have full faculty privileges, may serve as sole chairs of graduate committees similar to Affiliate Faculty.*

Affiliate Faculty Appointments

1. Candidates, who are willing to actively contribute to programs of the SNRE in a meaningful way, will be considered as prospective appointees.
2. Candidates must possess professional expertise supportive of the SNRE mission and programs.
3. Candidates should have Graduate Faculty Status in their academic unit.
4. Candidates will be required to actively participate, upon appointment, in at least one of the functional elements (teaching, graduate student advising/service) of the SNRE.

Prospective candidates for **Affiliate Faculty** appointments will provide a letter of application to the Director indicating his/her intended activities in SNRE, along with a copy of CV. All application materials for prospective appointees shall be submitted to the SNRE Director for review by the FAC. Recommendation of individuals as Affiliate faculty, at any rank, must be supported by a majority vote, as determined by an electronic ballot of the FAC.

Courtesy Faculty Appointments

Prospective candidates for **Courtesy Faculty** appointments can be nominated only by affiliate faculty of the **SNRE**. Candidates for courtesy faculty appointments are expected to work closely with their nominator (potential collaborator), especially those who wish to be involved in advising/supervising graduate students.

The nominating SNRE affiliate faculty member shall provide a written statement, addressed to the Director detailing the anticipated contributions that the prospective appointee will make to SNRE, including the expected period required for such contributions to be made, as well as the professional qualifications of the prospective appointee. The nominating faculty also will recommend the professional rank (e.g., Assistant, Associate, Professor) for the respective appointee, consistent with the status held elsewhere.

The nominee will supply to the Director a written statement indicating his/her intended activities in SNRE, along with a copy of CV. All nomination materials for prospective appointees shall be submitted to the SNRE Director for review by the FAC. Recommendation of individuals as Courtesy Faculty at any rank must be supported by majority vote as determined by an electronic ballot of the FAC. Appointment of individuals as visiting faculty, at any rank, requires only the approval of the Director.