

**BYLAWS**  
**THE UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE BOARD**

**1. Title**

The name of this body is The University of Virginia's College at Wise Board. The University of Virginia's College at Wise Board exists to serve the Rector and Visitors of the University of Virginia in fulfilling its statutory authority over The University of Virginia's College at Wise.

**II. Purpose and Duties**

The purpose of The University of Virginia's College at Wise Board is to promote the sound development of the institution in accordance with policy, as set by the University's President and/or the Rector and Visitors. The University of Virginia's College at Wise Board also serves in an advisory capacity to the Chancellor of the College, the President of the University, and the Board of Visitors on matters pertaining to The University of Virginia's College at Wise.

Actions taken by the Board of Visitors, raised or proposed by the College are preceded by deliberation of The University of Virginia's College at Wise Board. The Chancellor is responsible for assuring that there has been deliberation by The University of Virginia's College at Wise Board on matters brought forward to the Board of Visitors.

**A. Chancellor Search Process**

In the event of a vacancy in the chancellorship, the chair of The University of Virginia's College at Wise Board shall consult with and seek the advice of the University President, and make recommendations to the President of persons to serve on the search committee. The recommendations should include representatives of The University of Virginia's College at Wise Board, the faculty, the student body, and the alumni. Upon the establishment of the search committee, the President shall establish a budget, identify staff for the committee, and name a chair.

The search committee, through its chair, shall make a preliminary report to the President regarding the work of the committee at the time when the committee is beginning to develop a group of final candidates. After finalists have been interviewed, the search committee shall provide a report for The University of Virginia's College at Wise Board. The report should contain the names of not more than three candidates, who in the judgment of the search committee are fully qualified and have a continuing interest in the chancellorship.

The University of Virginia's College at Wise Board, following receipt of the report of the search committee, shall review the candidates and formally recommend, with its reasons, not more than three candidates from the search committee's report for final consideration by the President. The President shall have responsibility for designating a nominee for the chancellorship, and making a recommendation for formal election by the Board of Visitors. On the operational level, the Chancellor is directly responsible to the President.

#### B. Naming of Campus Facilities

The University of Virginia's College at Wise Board has developed its own Naming Policy and Procedures regarding the naming of major campus facilities. The policy was approved by the Visitors on October 16, 1999 and is attached to these bylaws as an Addendum. The Chancellor shall make recommendations to The University of Virginia's College at Wise Board regarding such actions as appropriate. The University of Virginia's College at Wise Board shall have responsibility and authority for the naming of major campus facilities in accordance with the policy approved by the Board of Visitors.

#### C. Establishment of Tuition Rates for Residents of Kentucky, Tennessee and the Appalachian Region as defined in 40 U.S.C. § 14102

Section 23.1-507 of the Code of Virginia provides that The University of Virginia's College at Wise Board and the Board of Visitors may charge reduced rate tuition to:

1. any student enrolled at the University of Virginia's College at Wise who resides in Kentucky within a 50-mile radius of the University of Virginia's College at Wise, is domiciled in Kentucky, and is entitled to in-state tuition charges at the institutions of higher education in Kentucky if Kentucky has similar reciprocal provisions for Virginia students.
2. any student enrolled at the University of Virginia's College at Wise who resides in Tennessee within a 50-mile radius of the University of Virginia's College at Wise, is domiciled in Tennessee, and is entitled to in-state tuition charges at the institutions of higher education in Tennessee if Tennessee has similar reciprocal provisions for Virginia students.
3. any student enrolled at the University of Virginia's College at Wise who resides in the Appalachian Region as defined in 40 U.S.C. § 14102, is domiciled within the Appalachian Region, and is entitled to in-state tuition charges at a public institution of higher education in the Appalachian Region and such entitlement is based on circumstances that when applied to a student who resides in Virginia would result in entitlement to in-state tuition.

Reduced rate tuition for students who reside in and are domiciled in the Appalachian Region shall not be set below the in-state tuition rate for Virginia students attending the University of Virginia's College at Wise.

4. any student enrolled in programs offered jointly by its partners or associates and the University of Virginia's College at Wise at a regional off-campus center who resides in Tennessee within a 50-mile radius of the University of Virginia's College at Wise, is domiciled in Tennessee, and is entitled to in-state tuition charges at the institutions of higher education in Tennessee if Tennessee has similar reciprocal provisions for Virginia students. Any such respective partners or associates shall establish separate tuition charges for their independent classes or programs at such regional off-campus centers.

It is the responsibility of the Chancellor or designee to develop, in consultation with the University's chief financial officer, a recommendation annually for tuition and fee rates that is presented for action to The University of Virginia's College at Wise Board and the Board of Visitors.

#### D. Other Duties:

The University of Virginia's College at Wise Board shall also be responsible for any tasks or other duties delegated to it by the Board of Visitors or the President of the University.

### **III. Composition and Appointment**

The University of Virginia's College at Wise Board shall be composed of not less than nine, and not more than 20 persons, to be appointed by the Board of Visitors of the University of Virginia upon the recommendation of the President of the University at least six members shall be residents of the Commonwealth of Virginia, and at least three shall be alumni of The University of Virginia's College at Wise. Members of the faculty or staff of The University of Virginia's College at Wise shall not be eligible for membership on The University of Virginia's College at Wise Board.

In addition, the Rector, the Chair of The University of Virginia's College at Wise Committee of the Board of Visitors, and the President of the University shall serve as voting ex-officio members of Board. A representative of The University of Virginia's College at Wise Alumni Association may serve a term as a voting ex-officio member of the Board. One member of the student body shall serve a one-year term as a non-voting member of The University of Virginia's College at Wise Board. No student will be eligible to serve more than one term. The student member shall be selected by the Executive Committee.

#### **IV. Terms of Office**

Members shall be appointed to serve terms of four years. Terms shall be staggered to provide continuity, up to five members being appointed each year by the Board of Visitors. The Board of Visitors may make appointments of fewer than four-year terms to fill un-expired vacancies and when changing the number of members of The University of Virginia's College at Wise Board.

Terms shall commence July 1, and end on June 30.

#### **V. Officers, Organization, Executive Committee**

Every two years, at its last regular meeting, The University of Virginia's College at Wise Board shall elect a chair, vice chair, secretary, and executive committee. The chair, vice chair, secretary, and executive committee shall be elected for two-year terms.

The chair shall call all meetings of the Board, and shall be the presiding officer. The chair shall have such powers and duties as may be assigned to her/him from time to time by the President and the Board of Visitors. The vice chair shall serve in the absence of the chair. The secretary shall have responsibility for working with the clerk to maintain a record of the proceedings of all meetings.

The executive committee shall consist of three at large voting Board members who shall be elected for a **three**-year term and shall serve with the immediate past chair, chair, vice chair, and secretary, assuming the past chair is still a member of the Board. The at-large members of the committee may not serve more than **two** terms consecutively. **At-large appointments to the Executive Committee shall be staggered in an effort to promote continuity and knowledge transfer.**

The executive committee shall meet upon the call of the chair, and between meetings of the Board, it shall be vested with the powers and duties of the full Board. All such actions taken by the executive committee between meetings of The University of Virginia's College at Wise Board shall be reported to the full Board at the next annual or regular meeting. If confirmation is required, the action shall be confirmed and approved by the Board at that time. The executive committee shall recommend a slate of officers to the Board.

The chair shall appoint a nominating committee consisting of four members of the Board who shall recommend names to be forwarded to the Board of Visitors for consideration as members of this Board.

Annually, The University of Virginia's College at Wise Board, upon recommendation of the Chancellor, shall elect a member of the College staff to serve as Clerk of the Board. The Clerk shall attend all meetings, and shall draft minutes of all proceedings. The Clerk shall work with The University of Virginia's College at Wise Board secretary in finalizing minutes of all proceedings for action by the full Board, and shall assist The University of Virginia's College at Wise Board in the discharge of its duties.

## **VI. Committees of The University of Virginia's College at Wise Board**

The University of Virginia's College at Wise Board may establish and charge such committees as may be necessary, proper, or convenient to carry out its duties. Additionally, The University of Virginia's College at Wise Board may, upon the recommendation of the chancellor, establish advisory bodies to engage other citizens in support of the College, its mission, and its programs.

## **VII. Meetings**

Meetings shall be of three kinds: an annual meeting, at least two regular meetings, and special meetings as called. The University of Virginia's College at Wise Board shall hold one annual meeting in each fiscal year on the campus of The University of Virginia's College at Wise at a time to be determined by the executive committee. At the annual meeting, The University of Virginia's College at Wise Board shall receive a report from the Chancellor of The University of Virginia's College at Wise on the state of the College and review and decide on such other matters as may come before it.

There shall be such regular meetings as The University of Virginia's College at Wise Board may determine. The executive committee shall determine the time, date, and place of such meetings. Special meetings may be called by the chair or upon the request of five voting members. A quorum of the Board for the conduct of business shall consist of a majority of voting members. For meetings of the executive committee a quorum shall consist of four voting members.

Notice of the annual meeting and all regular meetings of The University of Virginia's College at Wise Board shall be given at least ten days in advance of the meeting. Notice of all special meetings shall be given at least five days in advance of such special meeting unless waived in writing by each member of the Board. Notice of meetings shall be provided by mail at the direction of the chair.

## **VIII. Compliance with the Commonwealth's Freedom of Information Act**

The University of Virginia's College at Wise Board is a public body and as a result must comply with the Commonwealth of Virginia's Freedom of Information Act.

## **IX. Amendments to Bylaws**

The Board of Visitors has the authority to effect changes in these Bylaws. Upon reasonable notice, recommendations for changes may come from The University of Virginia's College at Wise Board, or from the Board or Visitors. Recommendations from The University of Virginia's College at Wise Board for changes in the Bylaws must come as a result of the vote of two-thirds of the members in attendance at an annual or regular meeting of The University of Virginia's College at Wise.

## **X. Revocation of Previous Bylaws**

All previous Bylaws are revoked upon the approval of these Bylaws by the Board of Visitors.

## **XI. Removal of Members**

Any member who fails to perform the duties of his or her office for one year without sufficient cause shown to The University of Virginia's College at Wise Board, shall at their next meeting after the end of such year, cause the fact of such failure to be recorded in the minutes of their proceedings and certify the same to the Board of Visitors; and the office of such local board member shall be thereupon vacant.

Revisions approved by the College's Board on May 12, 2000 and the Board of Visitors on June 17, 2000

Revisions approved by the College's Board on September 14, 2001 and the Board of Visitors on October 18, 2001

Revisions approved by the College's Board on May 16, 2003 and the Board of Visitors on May 29, 2003

Revisions approved by the College's Board on December 6, 2006 and the Board of Visitors on February 9, 2007

Revisions approved by the College's Board on May 18, 2007 and the Board of Visitors on June 8, 2007

Revisions approved by the College's Board on August 22, 2022 and the Board of Visitors on September 16, 2022

**NAMING POLICY AND PROCEDURES  
THE UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE**

This document defines the roles of the University of Virginia's College at Wise's Board and the Committee on Names (appointed by the Chancellor) in the naming (for individuals, corporations, or foundations) of academic programs, centers, institutes, departments, physical structures, or parts thereof, on the College campus or property owned by the University of Virginia's College at Wise Foundation or College affiliated foundations, if used by the College. It includes buildings, portions of buildings (such as classrooms, auditorium, foyer, library) collections of buildings, monuments, fields, open air courtyards, streets, alleys, and other outdoor areas. This document is modeled on the University's October, 1996 "Naming Policies and Procedures."

**POLICY**

- a. For dormitories or other student residences, the names of long-time faculty members deemed to have been effective classroom teachers of long periods of time (generally a life-long career at the College) shall be given high priority.
- b. Residences should be designated as either "Houses" or "Halls", academic and administrative buildings as "Halls."
- c. When a naming opportunity is presented, strong preference shall be given to persons who have had long, close and valued associations with the College, as teachers, administrators, or distinguished and supportive alumni and friends. In all cases, gift levels as described in Sections "e and f" should be sought to justify such naming. Exceptions may be made for truly extraordinary, and generally lifelong, service to the College.
- d. Generally, the last name of a person shall be used when on a physical structure, first names and initials shall be allowed to recognize the naming of centers, institutes, and academic programs or to differentiate between donors sharing the same surname.
- e. Where an individual, corporation or foundation contributes at least 51 % of the private costs of construction of a project or at least 51 % of the present market value of an existing facility, a name suggested by such contributor for that project will be given serious consideration if such name is deemed to be a name that would bring distinction and honor to the College and would be consistent with the traditions and purposes of the College.
- f. Where an individual, corporation or foundation contributes at least 51 % of the projected operating costs of a center, institute, department, or program, a name suggested by such contributor for that project will be given serious consideration if such name is deemed to be a name that would bring distinction and honor to the College and would be consistent with traditions and purposes of the College.
- g. Once a building has been named, the name shall not be changed unless there are unusual or compelling reasons for changing the name. In cases where older named buildings are in need of renovations or expansion and the original donor, or the donor's family, is either deceased, disinterested, or otherwise incapable of providing the necessary funding, the building's name may be "hyphenated" to honor both the original donor and the new donor.

Under no circumstances, however shall any building contain more than two donor names (Le., Smith-Jones Hall would be acceptable, but not Smith-Jones-Brown).

h. Exceptions to this policy may be made only by the Chancellor of the University of Virginia's College at Wise with final approval from the Board of the College.

#### PROCEDURES

a. The Chancellor will appoint at his/her discretion at least seven members to the "Committee on Names." The tenure of Committee members will be two years with re appointment at the discretion of the Chancellor. At least one member shall be from the College faculty and one member from the Board of the College. These members will review all name considerations and make recommendations to the Chancellor for his/her review, consideration, and presentation to the Board of the College for final approval.

b. Whenever a name is to be given to an academic program, center, institute, department, physical structure, or parts thereof, as described above, whether new or already existing, the Chancellor, or his designee, shall either (1) refer a proposed name to the Committee on Names with a request, that the Committee make a recommendation as to the suitability thereof, or (2) request the Committee to suggest a suitable name.

c. The Committee shall make its report promptly in writing to the Chancellor indicating whether the Committee believes any proposed name or names to be appropriate or inappropriate for the purpose intended and shall state the reasons for its recommendation.

d. Names for new or existing buildings and structures, academic programs, centers, institutes or departments shall be forwarded to the Board of the College for final approval. Notification of naming opportunities that do not require Board approval will be shared, for informational purposes, with the Board on a regular basis. Naming opportunities that result from a pledge/ commitment or bequest intention for a donor (or donors) shall be forwarded to the Board for approval at the time the pledge/commitment is made, but shall not take effect until at least one-half of the financial contribution has been received, or the full financial contribution is pledged to the College via a legally irrevocable financial arrangement.

Approved by The University of Virginia's College at Wise Board on September 3, 1999.

Approved by the Board of Visitors on October 16, 1999.

Revision approved by Executive Committee of The University of Virginia's College at Wise Board on April 21, 2009.