BYLAWS OF THE FACULTY OF THE COLLEGE OF GRADUATE STUDIES

PREAMBLE: This section contains the bylaws of the faculty of the College of Graduate Studies, including the criteria and application process for membership in the graduate faculty. This current version of the bylaws of the College of Graduate Studies was adopted by the graduate faculty as of July, 1995 (replacing a version that had remained substantially unchanged from the 1979 Handbook). Further information may be obtained from the College of Graduate Studies (208-885-6243).

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ARTICLE I--NAME, OBJECT, AND AUTHORITY.

Section 1. Name. The faculty of the College of Graduate Studies, a constituent faculty, is designated hereinafter as the "graduate faculty."

Section 2. Object and Function. The object of the graduate faculty is to give emphasis to graduate instruction and related research and to function as follows: to maintain an overview of the program and procedures of graduate instruction and of the environment created by the university for research, to establish academic regulations for graduate study, and to review proposed graduate curricula.

Section 3. Authority. As provided in the constitution of the university faculty [see 1520 I-4-A], this constituent faculty is authorized to establish and effect its educational objectives, including matters of student admission and curriculum, and to participate in the selection of its dean, other executive officers, and faculty members, subject only to the general rules and regulations of the university faculty and the authority of the president and the regents.

ARTICLE II--MEMBERSHIP.

Section 1. Graduate Faculty. The graduate faculty is constituted of those professorialrank members of the university faculty who meet the criteria for graduate faculty membership as approved by the Graduate Council based on criteria listed in Sections 3 and 5. To be eligible for membership on the graduate faculty, a UI faculty member must 1) hold a terminal degree, or commensurate professional experience, in the field of his/her research specialty; 2) have the recommendation of the administrator of the unit in which the faculty member has his/her primary appointment; and 3) be approved by the dean of the College of Graduate Studies. Eligible faculty must hold one of the following academic ranks as defined in the Faculty-Staff Handbook, Section 1565 D-2; Faculty, D-3; Research Faculty, D-4; Extension Faculty, D-8
Distinguished Professor, and D-9 Clinical Faculty. The rank of D-5, Librarian, D-6, Psychologists or licensed Psychologists, and D-7, Officer Education, are not eligible for Graduate Faculty Membership but may be eligible to serve on a graduate committee. Instructors and Senior Instructors, D-1, are not eligible for graduate faculty or to serve on a graduate student committee. These criteria may be waived at the discretion of the dean of College of Graduate Studies.

Section 2. Member Privileges of Full Members. A member of the graduate faculty has the privileges of serving as a representative to Graduate Council, participating in the election of a representative from his or her college graduate faculty to serve on the Graduate Council (according to each college’s bylaws), voting on matters concerning the programs and regulations of the College of Graduate Studies, and serving as major professor of a graduate committee, at any level. A graduate faculty member who has never chaired a graduate program committee (at UI or elsewhere) is required to enlist the assistance of a co-chair for his or her first graduate program committee. This requirement may be waived at the discretion of the vice president for research and graduate studies. No graduate faculty member shall chair a graduate program committee for a degree higher than the earned degree held by that faculty member.

ARTICLE III. MEMBERSHIP REVIEW.

Section 1. To maintain membership on the graduate faculty, a member must continue to meet the membership criteria. The Graduate Council will determine continued membership on a faculty member who does not meet the expectations described in his/her position description for three consecutive years (overall evaluation score of 2 or lower) or if there is other evidence that a member is not meeting the membership criteria, or if a member has been found to have committed an ethical violation or research misconduct (see Section 2 below). A review may be initiated by the administrator of the member’s unit, by the college dean of the college in which the primary appointment is held, by the dean of the College of Graduate Studies, or by the Graduate Council.

Section 2. Any violation of professional ethics or finding of research misconduct, as defined by the Faculty-Staff Handbook, will be cause for review or may be cause for revocation of graduate faculty membership, as the Graduate Council may determine.

Section 3. When reviewing graduate faculty membership, the Graduate Council should consider the faculty member’s position description and the following: 1) publication of a scholarly book published by a refereed press, or a quality refereed (juried) scholarly work; 2) successful direction of graduate students to completion of their degrees; 3) contribution to or invitation to make presentations at international/national/regional/professional conferences; 4) teaching of formal graduate courses, exclusive of independent study/research; 5) receipt of research funding; and 6) other scholarly, creative, or community contribution activities verified by the administrator of the unit to be of equal standing to any of the above.

Section 4. Any appeal of a Graduate Council decision regarding graduate faculty membership will be forwarded to the Faculty Appeals Hearing Board (FSH 1640.43).

Section 3. Application Process.

Clause A. Incoming faculty who hold the terminal degree in the area of specialty or current faculty as of Spring 1994 who are not members of the graduate faculty but who hold the terminal degree in the area of specialty must apply for membership and receive support from the department administrator. Under these circumstances, they will be automatically approved.
Article I

Faculty and of the Graduate Council; the assistant or associate dean serves as vice chair of these bodies.

Article III

of 10 members of the graduate faculty.

Section 1. Call of Meetings. A meeting of the graduate faculty may be called at the discretion of the dean or, in his or her absence, by the assistant or associate dean. Meetings must be called at the earliest convenient time on the request of the Graduate Council or on the written petition of 10 members of the graduate faculty.
Section 2. Quorum. Those members of the graduate faculty present at a meeting properly called in accordance with this article constitute a quorum.

Section 3. Agenda. The dean is responsible for the agenda and causes it to be issued at least one week before each meeting of the graduate faculty. The agenda lists all subjects, other than routine matters, to be voted on by the graduate faculty.

ARTICLE VI—GRADUATE COUNCIL.

Section 1. Function. The Graduate Council is the representative body of and is empowered to act for the graduate faculty, to which the constitution of the university faculty delegates those responsibilities stated in these bylaws, article I, section 3, as a constituent faculty of the university. The council is responsible to and reports to the graduate faculty, which retains the authority to review actions of the council. The Graduate Council and faculties of other colleges of the university have the authority to originate actions affecting the College of Graduate Studies. Actions affecting that college originating outside the college are considered and acted on by the council when they are forwarded to it by the appropriate college faculties. Policy actions concerning standards for admission, academic standards, courses of instruction, curricula, graduation requirements, and graduate degrees to be granted require routine approval by the university faculty.

Section 2. Membership. The council consists of one member elected by and from the constituent graduate faculty of each college that offers programs leading to graduate degrees (except the J.D. degree), four at-large members of the graduate faculty recommended by the dean of the College of Graduate Studies and appointed by the president, provost of the university, one member representing university-wide academic programs, two graduate students, and the dean and assistant or associate dean of the College of Graduate Studies.

- College Representatives to Graduate Council. The constituent graduate faculty of each college that offers programs leading to graduate degrees (except the J.D. degree) establishes procedures in the unit’s by-laws for electing its representative to the council.
- University Wide Academic Program Representative to Graduate Council. The university-wide academic programs will select one representative for the Graduate Council.
- At-Large Members of Graduate Council. In appointing the at-large faculty members to serve on the council, the provost of the university considers the number of members of the graduate faculty in each college and also considers the need for breadth of representation of disciplines. Representation of the non-Moscow campuses should also be considered.
- Graduate Student Representatives to Graduate Council. The appointment of the graduate student members is on recommendation from the Graduate and Professional Student Association.

Section 3. Terms of Office. The regularly elected and appointed college, university-wide academic programs, and at-large members faculty members of the council serve for three years, taking office on the first day of the fall semester of the year for which they are elected or appointed. The student members serve for one year. Except for the dean and assistant or associate dean, no member of the council may serve more than two consecutive terms. A faculty member who has served two consecutive terms may again serve after a lapse of three years.
Section 4. Eligibility. Every voting member of the graduate faculty is eligible to serve on the council.

Section 5. Elections. Regular elections for college representatives on the council are held before the end of the spring semester in each year in which the college is to hold an election. The constituent graduate faculty of each college that offers programs leading to graduate degrees (except the J.D. degree) establishes procedures for nominating its representatives on the council and submits to the council's Election Committee the names of two nominees. On receipt of these names from each college, the Election Committee prepares ballots and distributes them (with instructions to vote for one candidate from that college) to voting members of the graduate faculty of the college concerned. The deadline for the return of the ballots is stated on the ballots and may not be less than one week after the date of mailing the ballots to the voting members of the college graduate faculty. The Election Committee canvases the ballots and election is by majority vote.

Section 6. Appointments. In appointing faculty members to serve on the council, the president of the university considers the number of members of the graduate faculty in each college and also considers the need for breadth of representation of disciplines. The appointment of the graduate student members is on recommendation from ASUI.

Section 57. Vacancies. If an elected college or university wide academic program member representative of the council is unable to complete his or her term, the constituency they represent will elect a graduate faculty member to complete the term. The position is filled until the next regular election in his or her college by the candidate who was nominated with the elected member in the most recent election. If any of the at-large members are unable to complete their respective term, the president provost of the university will appoint another member to complete the term.

Section 68. Quorum. A quorum consists of a majority of the members of the council, excluding the dean and associate or assistant dean of the College of Graduate Studies.

ARTICLE VI--COMMITTEES. Standing committees of the graduate faculty or of the Graduate Council are appointed by the Graduate Council. Special or ad hoc committees are appointed by the dean in consultation with the Graduate Council.

ARTICLE VIII--RULES OF ORDER. [See 1520 VI.]

ARTICLE VIII--AMENDMENTS. These bylaws may be amended by a two-thirds vote of the voting members of the graduate faculty, as defined in article II, section 1, above, in attendance at a properly called meeting. Amendments that conflict with any provision of the constitution of the university faculty or with regents' policies are without effect. Proposed amendments must have been published in full in the agenda at least one week before the meeting of the graduate faculty or presented in writing at the meeting previous to the one in which the vote is to be taken. No provision of this article may be suspended.