

1 **THE GRADUATE STUDIES SUBCOMMITTEE**

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3 **CHARGE.** THE GRADUATE STUDIES SUBCOMMITTEE HAS THE FOLLOWING  
4 RESPONSIBILITIES:

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6 1. TO CONSIDER ALL POLICY ISSUES PERTAINING TO GRADUATE  
7 STUDIES AND MAKE RECOMMENDATIONS THEREON TO THE  
8 EDUCATIONAL POLICY COMMITTEE. POLICIES CONCERNING  
9 GRADUATE STUDIES INCLUDE BUT ARE NOT LIMITED TO  
10 SELECTION, ADMISSION, PROBATION AND DISQUALIFICATION OF  
11 GRADUATE STUDENTS; REGULATIONS GOVERNING GRADUATE  
12 STUDIES; AND THE DEVELOPMENT AND REVIEW OF GRADUATE  
13 CURRICULA.  
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15 2. TO CONSULT WITH INDIVIDUAL FACULTY MEMBERS, PROGRAM,  
16 DEPARTMENT/DIVISION/SCHOOL, COLLEGE AND ADMINISTRATIVE  
17 REPRESENTATIVES CONCERNING THE VARIOUS ASPECTS OF  
18 GRADUATE STUDIES.  
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20 3. TO REVIEW DEPARTMENT/DIVISION/SCHOOL AND COLLEGE  
21 REQUESTS FOR NEW GRADUATE PROGRAMS FOR UNRESOLVED  
22 CHALLENGES TO MODIFICATION OF EXISTING PROGRAMS, AND FOR  
23 POST-BACCALAUREATE CERTIFICATE PROGRAMS AND TO  
24 FORWARD TO THE EDUCATIONAL POLICY COMMITTEE THOSE  
25 RECOMMENDED FOR APPROVAL.  
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27 4. TO REVIEW AND APPROVE OR DENY STUDENT PETITIONS  
28 PERTAINING TO GRADUATE STUDIES IN THOSE AREAS IN WHICH  
29 AUTHORITY HAS NOT BEEN DELEGATED TO THE COLLEGES.  
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31 5. TO ESTABLISH POLICIES AND GUIDELINES FOR THE AWARD OF  
32 GRADUATE SCHOLARSHIP THAT ARE NOT HOUSED IN  
33 DEPARTMENTS/DIVISIONS/SCHOOLS OR COLLEGES.  
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35 **MEMBERSHIP.** THE MEMBERSHIP OF THIS SUBCOMMITTEE SHALL BE  
36 COMPOSED OF THE FOLLOWING:

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38 1. ONE MEMBER ACTIVELY INVOLVED WITH GRADUATE STUDENTS  
39 AND PROGRAMS (SUCH AS MASTERS, DOCTORAL, CREDENTIAL, OR  
40 OTHER POST-BACCALAUREATE PROGRAMS) ELECTED FROM EACH  
41 COLLEGE FOR STAGGERED THREE-YEAR TERMS ACCORDING TO  
42 PROCEDURES APPROVED BY A MAJORITY VOTE OF THE COLLEGE  
43 FACULTY. ALTERNATE MEMBERS SHALL ALSO BE ELECTED BY  
44 THESE PROCEDURES. FACULTY MEMBERS IN LIBRARY AND  
45 STUDENT AFFAIRS ARE CONSIDERED A COLLEGE FOR THIS  
46 PURPOSE.

2. ONE LIAISON MEMBER SELECTED ANNUALLY BY THE EDUCATIONAL POLICY COMMITTEE FROM ITS OWN MEMBERSHIP.
3. ONE CLASSIFIED GRADUATE STUDENT MEMBER SELECTED ANNUALLY BY THE BOARD OF DIRECTORS OF THE ASSOCIATED STUDENTS. THE STUDENT MEMBER MUST BE ENROLLED DURING SUBCOMMITTEE SERVICE AND BE IN GOOD STANDING.
4. THE PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS OR DESIGNEE WHO SERVES EX-OFFICIO AS EXECUTIVE SECRETARY, NON-VOTING.

**QUORUM.** A QUORUM SHALL BE A MAJORITY OF THE VOTING MEMBERS OF THE SUBCOMMITTEE.

**OFFICERS AND DUTIES.**

1. THE OFFICERS OF THIS SUBCOMMITTEE ARE CHAIR AND VICE CHAIR WHO SHALL BE ELECTED ANNUALLY AT THE LAST MEETING OF THE SPRING SEMESTER BY THE MEMBERS OF THE FOLLOWING YEAR'S SUBCOMMITTEE.
2. THE CHAIR SHALL CALL REGULARLY SCHEDULED MEETINGS OF THE SUBCOMMITTEE AND SHALL SET THE AGENDA.
3. THE CHAIR SHALL DETERMINE BY THE SIXTH WEEK OF THE FALL SEMESTER THE FACULTY REPLACEMENT NEEDS FOR THE SPRING SEMESTER. THE CHAIR SHALL DETERMINE BY THE SIXTH WEEK OF THE SPRING SEMESTER THE FACULTY REPLACEMENT NEEDS FOR THE FOLLOWING YEAR. WHEN THE CHAIR HAS DETERMINED THAT FACULTY NEED TO BE REPLACED, THE CHAIR SHALL INFORM THE SENATE OFFICE WHO WILL NOTIFY THE COLLEGES TO CONDUCT NECESSARY ELECTIONS.

**MEETING TIME.** THE GRADUATE STUDIES SUBCOMMITTEE MEETS TWICE PER MONTH.