Rules Committee

Date: 12 October 2016

Meeting opened at 6:00 p.m. in 1 West Conference Room

Call to Order: Faculty Liaison to SGA update, Grad School Bylaws, and review of the Proposed Revisions to the COE Bylaws that were rejected by the COE

Attendance: Craig Blum, Anne Wortham, Sean Sibley, Daniel Munoz, Patrick Broderick, Salvatore Catanzaro, Martha Horst, John Monroy, John Glascock

Absent: John McHale

Guests: Dr. Amy Hurd, Director of the Graduate School

Faculty Liaison to SGA

* Senator Munoz will be looking into this and giving a report on it in two weeks.

Grad School Bylaws

Title to be changed to Grad Council Bylaws **Editorial changes were accepted by Dr. Hurd**

Article IV, section 1 – definition of Graduate Council listed in part (d) defined later in Article VI. Suggest that you make cross reference (“and, (d) serving as members of the Graduate Council and related committees (see article VI, sect. 1).”) **Editorial changes were accepted by Dr. Hurd**

Article V – question – Is the Director of the Graduate School an officer? Does he/she only serve as a substitute for the Associate VP of Research and Graduate Studies? **Dr. Hurd stated that the Graduate School Director is a designee. Article V will be left as is.**

Article VI, Sec. 1.A – consider rewording to make parallel structure clearer. “The Associate Vice President of Research and Graduate Studies shall act as chairperson of the Graduate Council and as an ex-officio, non-voting member unless there is a tie vote of the Graduate Council.” **Editorial changes were accepted by Dr. Hurd**

Article VI, Sec. 3 – question re wording of membership to the Membership and Student Development Committee – Committee consists of 6 members (graduate school faculty members?) from each College. Members of the Rules committee assumed that Milner was not included in this count, but this should be noted in the text. **Dr. Hurd stated that Milner Library does not have grad faculty status and is currently not eligible. The colleges with graduate programs will be listed. The Director of the Graduate School is a non-voting member.**

Article VI, Sec. 3 – it is not clear who the representative of the Graduate School is. (Director of the Graduate School or his/her designee?) **Dr. Hurd stated that the Director of the Graduate School is a non-voting member.**

Article VI, Sec. 4 – Members of the Rules committee would like to know why the membership on this committee is not evenly distributed between the colleges (as it is with the other two standing committees). This committee is responsible for making recommendations on research related awards and, thus, should have a broad understanding of the different types of research conducted at the University. Further, the differences in the allocation of college positions in the three standing committees of the Graduate School is leading to some confusing text throughout the by-laws (see comments re Section 6A.a., Article VI, Sec. 6.B.b. , and Article VI, Section 6Cii). **Dr. Hurd stated that she would change research related awards to say creative activity. The four members serve on the University Research Counsel and reviews dissertations. The awards are only for PhD candidates who are conducting a dissertation. The awards are for $2,000.**

Article VI, Sec. 4 – could the language contained in Article VI, Sec. 6B be repeated here? (“No more than one member of any department/school may be elected or appointed to a standing committee.”) Also see comment re Article VI, Sec. 6.B.b. **Dr. Hurd stated that the text should read, “No more than one member of any department/school may be elected or appointed to the research committee.”**

Article VI, Sec. 5.A – question re wording of membership to the Graduate Curriculum Committee – Committee consists of 6 members (graduate school faculty members?) from each College. Rules assumed that Milner was not included in this count, but this should be noted in the text. “one Full Member of the Graduate Faculty from each college (excluding Milner).” **Dr. Hurd stated that she will be clarifying the colleges.**

Article VI, Sec. 5.A. – who is the representative of the Graduate School? **Dr. Hurd stated that the Director of the Graduate School will the representative.**

Article VI, Sections 5-6 – Question – who is doing the work described in the deleted section with numbers 3-6 in section 5 and the deleted section 6? **Dr. Hurd stated that the Graduate Curriculum Committee is doing the work.**

Article VI – Section 6 (revised) – The outline format of this section is inconsistent. As well, using lower case letters below upper case letters is confusing (A.a.). The Rules Committee recommends that numbers be used below upper case letters so as to match the outline format of the rest of the document. **Editorial changes were accepted by Dr. Hurd.**

Article VI – Section 6. A.a. states that members shall be “nominated” by any Graduate Faculty member. B.a. states that (Research Committee) members shall be “self-nominated.” Why are there different processes? The Rules Committee suspects that the “self-nomination” process is more of the norm throughout the University. **Dr. Hurd stated that she will fix the line to read self-nominated.**

Article VI, Sec. 6.B.b. –Members of the Rules committee are confused as to why this general language regarding all standing committees is contained under the Research Committee selection heading. If it applies to the Curriculum and Membership committee, then it needs to be duplicated in Section 6.A. Possibly this is listed only under the Research Committee because the other two committees now have the distribution of the positions by college. If so, the language in Article VI, Sect. 6B should be specific to the Research Committee. “Article VI, Section 6B.b. No more than one member of any department/school may be elected or appointed to the Research Committee.”

Article VI, Section 6 C – Consider cross referencing the role of the Membership and Development committee here in the processes for elections. **Editorial changes were accepted by Dr. Hurd.**

“C.i. Nominations will be received by the Graduate School from individuals, the Membership and Development committee, or other Graduate Faculty members.” **Editorial changes were accepted by Dr. Hurd.**

Question – Is the Membership and Development Committee soliciting nominees and then reviewing the slate of potential candidates, or are they reviewing the slate of potential candidates and then soliciting nominees if warranted?

Article VI, Section 6Cii – This part states the process to follow if no nominates are received from a College. Does this process only apply to the Membership and Development Committee and the Curriculum Committee? **Dr. Hurd stated that she will clarify the wording. The Research Committee does not need a nominee from each college.**

Question – Article VI, Section 6.C.vii. Why was the text “No elected members of the Graduate Council may be re-nominated until one year has elapsed since the expiration of their term” deleted? **Dr. Hurd stated that this was moved to Article VI, Section C.**

Question – Article VI, Section 6.C.c. – Please clarify the phrase “shall be absent from consecutive meetings of the Graduate Council and/or the standing committee.” If a committee member misses two meetings in a row, could they lose their position on the committee? **Dr. Hurd stated that the Graduate School talks with the Executive Committee to make decisions on the attendance policy.**

Proposed Revisions to the COE Bylaws that were rejected by the COE

* The Rules Committee began to review the COE Bylaws Document, but did not complete the review
* Chairperson Horst will be speaking with Tom Crumpler from the College of Education to discuss the COE Bylaws

Article IX-did not accept deletion of Waiving Procedures for Chairperson Searches- Article IX, section 3.E, Article IX, section 4.E, Article IX, section 5.E **The Rules Committee would like for the COE to spell out the requirements for the waiving procedures. The committee wants the waiving process to align with the University Policies.**

Committee Agenda for October 26th

* Review a corrected version of the Graduate Council Bylaws
* The Rules Committee will further review the COE Bylaws

Meeting adjourned at 6:50 p.m.

Patrick Broderick

Secretary of Rules Committee