

UNIVERSITY OF THE DISTRICT OF COLUMBIA FACULTY SENATE  
Report of the Committee on Charter and Bylaws  
March 13, 2012

The Committee on Charter and Bylaws met on Tuesday, March 6, 2012. In attendance were members Behera; Brown; Jones; Johnson, Eugene; Turpin; and Alexander. Member King-Berry participated in presentation of her subcommittee report on the Graduate Council Charter by telephone. Professors Wilmer Johnson and Khatri attended as observers and participated in the discussion.

The Graduate Council Charter: Professor King-Berry participated by telephone to present her subcommittee recommendation for revision of the Charter of the Graduate Council, which is a committee of the Faculty Senate. Prof King-Berry acceded to Professor Khatri's request to amend the first paragraph of her committee's recommendation to provide for recommendations of the Graduate Council to go through the Committee on Academic Standards, Programs, and Policies Committee before going to the full Faculty Senate. The resulting vote was 3 to 2 in favor of the proposed revisions with the amendment. Professor Behera abstained. Professor Jones had left the meeting. The revised committee report is forwarded to the Senate as amended in the meeting.

Respectfully submitted,

Robin C. Alexander  
Chair

Charter for the  
Graduate Council  
University of the District of Columbia

The Graduate Council is a standing committee of the Faculty Senate.

Purpose:

The primary functions of the Graduate Council are to recommend University-wide academic policies and standards for graduate programs, to review and recommend graduate program change, including new graduate programs, to the Faculty Senate through the Academic Standards, Programs and Policies Committee, and to provide advice to the Dean of Graduate Studies.

Membership:

The membership of the Graduate Council is responsible for representing the interests of graduate education as a whole, not of specific departments or programs. To ensure the full breadth of perspectives, the membership consists of:

- One Representative from each academic department that offers one or more graduate programs. The Representative should be actively engaged in graduate-level programs or instruction. Departments should elect an alternate representative to attend when the member is unavailable. Chairperson or representative of the ASPPC
- Any Department developing its first graduate program may have one Representative, designated as an Interim Member, within two academic semesters prior to the expected date of Board approval. The faculty member leading this effort will be the representative. Interim Member are excluded from voting.

Length of Term:

Terms will be for two years. For the first Graduate Council, terms will be staggered at one and two years, such that no more than one-half of members will be concluding in any given year.

Officers:

Officers of the Graduate Council consist of the Chairperson, Vice-Chairperson, and the Secretary.

- The Vice-Chairperson will be elected annually at the May meeting for the upcoming academic year from the faculty representatives by majority vote of the membership present and voting, excluding abstentions, at the May meeting of the Graduate Council. The term of office runs from August 16<sup>th</sup> to August 15<sup>th</sup> of the following year. No Vice-Chairperson shall serve more than two consecutive one-year terms of office. In the event of a vacancy in the position of Vice-Chairperson a replacement will be elected to fill the remainder of the unexpired term.

Administrative Support:

Administrative support for the Graduate Council is provided by the office of the graduate dean. Minutes shall be taken of all meetings and posted on the Graduate Council web site.

Standing and ad hoc subcommittees:

The Graduate Council will accomplish a lot of work through subcommittees and ad hoc committees. The chairperson and at least one other member of any subcommittee will be members of the Graduate Council. Subcommittees are expected to have at least three members and not more than nine. A majority of members must be faculty members.

Quorum:

A quorum for the Graduate Council shall be the majority of eligible voting members of the Graduate Council. The conduct of meetings shall be governed by *Robert's Rules of Order, Newly Revised*

Charter Amendments:

Charter amendments must be approved by at least two-thirds vote. An amendment must be proposed in writing at one Graduate Council meeting. Voting on the disposition of the amendment cannot occur before the subsequent Graduate Council meeting. At least two weeks must elapse between the proposal and the vote. Amendments take effect upon approval, or on a later date specified in the motion proposing the amendment.