

3359-24-01 Bylaws of the graduate faculty.

- (A) Name. This organization shall be known as the graduate faculty of the university of Akron.
- (B) Purpose. The purpose of the graduate faculty shall be to encourage and contribute to the advancement of knowledge through instruction and research of highest quality, and to foster a spirit of inquiry and a high value on scholarship throughout the university.
- (C) Duties. The duties of the Duties

- (b) Senior vice president and provost.
 - (c) Vice president for research and dean of the graduate school.
 - (d) Associate/assistant dean(s) of the graduate school.
 - (e) Deans of colleges offering graduate programs.
 - (f) Distinguished professors.
 - (g) Chairs of departments/schools offering graduate programs.
 - (h) Appointees as indicated in paragraph (D)(2) of this rule.
- (2) There is only one graduate faculty of the university of Akron. Within that graduate faculty, members have different responsibilities. All members of the graduate faculty are defined as being “Category I” members. Those members of the graduate faculty, who request and are granted the prerogative to direct doctoral dissertations (described herein), are defined as being “Category II” members.
- (a) Application for graduate faculty membership is made upon the recommendation of the graduate faculty of the department/school or a duly constituted committee of that faculty. Applications are reviewed in turn by the department chair/school director, the college dean, and the graduate council. Appointments to the graduate faculty are made by the vice president for research and dean of the graduate school on the basis of the recommendations of the graduate council. Any member of the university faculty, who holds a full-time appointment at the rank of assistant professor, associate professor or professor, including those ex-officio members designated in paragraphs (D)(1)(a) to (D)(1)(g) of this rule, may be nominated.
 - (b) Nominations and recommendations for appointments of members shall be made in the following categories:

(a)

(iv) Reappointment to the graduate faculty will depend upon demonstrating the above within the previous appointment period.

(g)

- (i) directing of doctoral dissertations or master's theses, and
- (ii) service

- (F) Committees. The graduate council shall be the executive committee of the graduate faculty and shall represent the graduate faculty in proposing matters of academic policy and procedure of the graduate school, and in counseling and advising with the vice president for research and dean of the graduate school in matters of administering the graduate school.

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- (c) The vice president and dean shall not have voting rights, except in the case of tie votes.
 - (d) The number and apportionment of graduate council members shall be reviewed within three years of the adoption of these bylaws and at least every three years thereafter by the graduate faculty. A similar review shall be conducted whenever a college not now offering a graduate degree shall institute one.
- (2) The term of office of a faculty member on the graduate council shall be three years and the terms arranged so that no fewer than four members shall be replaced each year. No members serving full three-year terms can succeed themselves. No more than one member of the faculty of any department/school may serve on council during any given year. Faculty membership on the graduate council is limited to those members of the graduate faculty who qualify under paragraph (D)(2) of this rule or department chairs/school directors who qualify under paragraph (D)(1) of this rule.
- (3) The faculty members retiring from the graduate council each year shall duly constitute a nominating committee which will meet in March and propose the names of two graduate faculty members from each college or division represented by the retiring members.
- (a) The nominations shall be transmitted to the vice president for research and dean of the graduate school by April 1, and the vice president and dean shall circulate the slate to the graduate faculty. Prior to April 15, any five qualified members of a college or division may nominate an additional member of their group by petition addressed to the vice president for research and dean of the graduate school through the college dean.
 - (b) On or about April 15, the vice president for research and dean of the graduate school shall send a ballot to each member of the graduate faculty concerned, which ballot shall list all nominees for the graduate council classified according to college or division. Faculty members shall

under the operative university curriculum review policies and procedures.

- (c) A graduate faculty student policy committee, comprised of a chair and two other faculty members of the graduate council, one of the two identified as vice chair, and ~~five~~ three persons from the membership of the graduate faculty, shall be elected by the council, plus three graduate students to be elected by the graduate student government. ~~Eight~~ Six different colleges shall be represented in the faculty membership of this committee. This committee shall assist the graduate council and the vice president for research and dean of the graduate school in resolving issues regarding admission and denials of admission, transfer credit, dismissals, special standing, and other matters relating to the general welfare of graduate students.
 - (d) The vice president for research and dean of the graduate school shall be an ex-officio, non-voting member of all standing committees of the graduate council. No other member of the graduate faculty may serve on more than one standing committee at a time.
 - (e) Ad hoc committees of graduate council may be appointed by the vice president for research and dean of the graduate school as needed. The chair shall be a member of graduate council and shall report to the council.
- (7) Minutes of the graduate council meetings shall be available electronically to all members of the graduate faculty and graduate council within two weeks of each meeting. Unless a formal objection to the action of council is submitted in writing to the vice president for research and dean of the graduate school within two weeks after the date of distribution, council actions shall be considered as approved by the graduate faculty. All such actions should be forwarded to the faculty senate whenever action by that body is required.
- (a) If written objection to any action of the graduate council is received by the vice president for research and dean of the graduate school, the vice president and dean shall report it

to the council for consideration. One member of council shall be designated by the vice president and dean to arbitrate the matter between council and the objector. If agreement has not been reached after two weeks, a special meeting of the graduate faculty shall be called. The action of the graduate faculty on the issue shall be binding and reported in the next minutes of the graduate council.

- (8) The graduate council shall meet at least once a month during the academic year and two-thirds of the membership shall constitute a quorum.
 - (a) The agenda for meetings of the graduate council shall be prepared by the vice president for research and dean of the graduate school in consultation with the vice chair prior to each meeting and shall include a report from each standing committee. Any member of the graduate faculty may submit items for the agenda to any member of the graduate council.

(G) Meetings.

- (1) The graduate faculty shall hold a regular annual meeting. A quorum at any meeting shall be ten per cent of the graduate faculty membership. Members shall be notified one month prior to the date of all regular meetings.
- (2) The agenda for each regular meeting shall include:
 - (a) a report by the vice president for research and dean of the graduate school on the state of the graduate school,
 - (b) a report by the vice chair of graduate council on the activities of the graduate council,
 - (c) a report from a representative of university libraries on the state of the libraries as they pertain to graduate study,
 - (d) a report from a representative of information technology on the state of the computing and telecommunication units as they pertain to graduate study,

- (e) a report from a representative of graduate student government, and
- (f) other business.

(3) Special meetings of the graduate faculty shall be called by the vice president for research and dean of the graduate school when:

- 3)) (a) ten members so petition or
- (b) each

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Statutory Authority: R.C. 3359.01

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