Proposal to amend rules 3335-5-32 to 3335-5-36 of the Administrative Code regarding the Council on Research and Graduate Studies to establish a Graduate Council

Submitted March 2008 by the Graduate School

WHEREAS the Committee to Review the Graduate School (Beck Committee), in its report of February 1, 2006, made several recommendations meant to achieve three goals for the Graduate School: “(1) a stronger and more effective governance structure…;” (2) better communication among various constituencies involved with graduate education across campus; and (3) more efficient and effective use of faculty and student time;” and

WHEREAS the Beck Committee recommended the creation of a Graduate Council to advise and work with the Dean of the Graduate School regarding policies and rules related to graduate study; and

WHEREAS the Beck Committee described the duties and responsibilities of this Graduate Council as being those of the existing Council on Research and Graduate Studies and recommended a review of the Council on Research and Graduate Studies should a Graduate Council be established; and

WHEREAS the Beck Committee and the Graduate School acknowledge that the membership of the Council on Research and Graduate Studies is too large and inefficient and makes recruitment of appropriate members difficult; and

WHEREAS the Graduate School and the Vice Provost for Graduate Studies and Dean of the Graduate School need active and knowledgeable participation from graduate faculty and graduate students in considering and setting policies and standards concerning graduate education; and

WHEREAS the Beck Committee recommended that the University Research Committee be streamlined and made separate from the Council on Research and Graduate Studies and that this action has been approved by the University Senate in June 2007; and

WHEREAS the Graduate School, in consultation with the 2006-07 members of the Council on Research and Graduate Studies, the Council of Graduate Students, and Senate leadership, has prepared a proposal to revise said Council on Research and Graduate Studies and create a Graduate Council;

LET IT THEREFORE BE RESOLVED that the revisions to 3335-5-32 to 3335-5-36 that will create a Graduate Council and replace the Council on Research and Graduate Studies be considered and approved by the University Senate.
3335-5-32 Council on research and graduate studies.

There shall be established a council on research and graduate studies (also called research and graduate council) with the following powers and subject to the following limitations in rules 3335-5-33 to 3335-5-36 of the Administrative Code.

3335-5-33 Membership.

There shall be a council on research and graduate studies constituted as follows:

(A) Chief administrative officer. The executive vice president and provost shall serve as the chief administrative officer.

(B) Chair. The vice provost for graduate studies and dean of the graduate school shall chair the council on research and graduate studies.

(C) Faculty members. Forty-four members of the graduate faculty, elected from the regular members of the graduate faculty of each of the seventeen colleges with graduate programs and the group of cross-college interdisciplinary graduate programs so designated by the dean of the graduate school: business (2), social work (1), food, agricultural, and environmental sciences (3), arts (4), biological sciences (4), education and human ecology (5), engineering (4), humanities (4), mathematical and physical sciences (4), medicine (1), nursing (1), dentistry (1), optometry (1), veterinary medicine (1), pharmacy (1), social and behavioral sciences (4), law (1), and interdisciplinary (2).

(D) Alternate faculty members. Each faculty member of the council is expected to attend its meetings regularly. Alternate representatives shall be elected from each college and cross-college interdisciplinary group in order to assure full attendance at meetings when regular faculty members are justifiably absent. When a regular member is off duty or unable to attend a meeting of the council, the member shall notify the secretary of the dean of the graduate school in advance of the meeting, giving the name of the alternate who will attend. The alternate shall then have the general powers and privileges in the council of the member represented.

Service as an alternate does not make the alternate ineligible for membership in the council the following year.

(E) Postdoctoral scholar. Two postdoctoral scholars appointed by the dean of the graduate school. The term of service is one year, and a member may be reappointed for a maximum of three years.

(F) Student members. Twelve graduate students shall be elected by the council of graduate students. These members shall serve terms of one year and shall be eligible for at most three consecutive terms.

(G) Alternate student members. Each student member of the council is expected to attend its meetings regularly. An alternate representative shall be appointed for each student member in order to assure full attendance at regular meetings when elected student members are justifiably absent. When a student member is unable to attend a meeting of the council, the member shall notify the secretary of the graduate school in advance of the meeting, giving the name of the alternate who will attend. The alternate shall then have the general powers and privileges in the council of the member represented.

(H) The senior vice president for research is an ex officio member of the council.


3335-5-34 Election of faculty members.

(A) Faculty members shall be elected from each of the seventeen graduate colleges and the group of cross-college interdisciplinary programs defined in rule 3335-5-33 of the Administrative Code, for terms of four years and shall be ineligible to serve for one year thereafter.

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(B) The election process shall be supervised by the graduate school. There shall be a council election process in each college having graduate programs and in the cross-college interdisciplinary program group. The process shall be conducted by the college dean or designee in the spring quarter of each year. Names of the persons selected through this process shall be reported to the graduate school. Faculty identified through this process will serve four-year terms beginning in the following autumn quarter. (B/T 7/11/2003)

3335-5-35 Powers and functions.

The research and graduate council shall be the principal legislative body of the graduate school and, subject to modification or reversal by the graduate faculty, shall have the following powers and functions:

(A) To initiate graduate school policies and to act upon any questions affecting those policies.
(B) To establish and publish rules governing graduate programs.
(C) To submit to the council on academic affairs recommendations about proposals for adopting new courses and curricula involving graduate credit or for altering or abolishing existing ones.
(D) To submit to the council on academic affairs recommendations about adopting or abolishing academic degrees administered by the graduate school.
(E) To encourage and stimulate scholarly research and creative activity and foster the close relationship between graduate education and scholarly research.
(F) To make recommendations about establishing, affiliating, and abolishing academic centers and other comparable organizations that are engaged in research or graduate education and make recommendations for determining the membership and authorities of their boards or governing bodies.
(G) To approve, modify, or reverse any action taken by its standing committees.
(H) To oversee the program representation plan established by rule 3335-5-33 of the Administrative Code.
(I) To nominate members to the board of the Ohio state university research foundation. (B/T 7/11/2003, B/T 6/7/2005)

3335-5-36 Committees.

(A) There shall be five standing committees: executive, curriculum, policy and standards, research, and graduate associate and fellowship. The dean of the graduate school will serve as chair of the executive committee. The other committees will be chaired by a faculty member of the committee.

(B) The executive committee shall consist of the chairs of the other four standing committees, the president of the council of graduate students and the dean of the graduate school. The curriculum, graduate associate and fellowship, and policy and standards committees shall each consist of ten faculty members of the council on research and graduate studies, one from each graduate area, and three graduate students, all of whom are members of the council. The research committee, which is also a standing committee of the university senate, shall be constituted as described by rule 3335-5-48.14 of the Administrative Code.

(C) Specific responsibilities, in addition to those assigned by the council on research and graduate studies, the senior vice president for research, the dean of the graduate school, and in case of the research committee the university senate (see rule 3335-5-48.14 of the Administrative Code), are as follows:

(1) The curriculum committee considers and acts on courses carrying graduate credit and considers and recommends to the council action on graduate degree programs.
(2) The executive committee monitors graduate council and committee activities, determines the agenda for the council, assigns issues for consideration by the other standing committees, serves as a coordinating body for council activities, and acts in the interim when council is not in session and action is required.
(3) The policy and standards committee considers and recommends to the council policies and rules related to graduate education and acts on graduate faculty nominations and student petitions.


3335-5-32 Graduate Council.

There shall be established a Graduate Council with the following powers and subject to the following limitations in rules 3335-5-33 to 3335-5-36 of the Administrative Code.

3335-5-33 Membership.

There shall be a Graduate Council constituted as follows:

(A) Chair. A faculty chair of the Graduate Council shall be elected annually by the members of the Graduate Council. The chair will sit on the Senate’s faculty cabinet.

(B) Faculty members. Twelve members of the graduate faculty shall be appointed for terms of three years by the vice provost for graduate studies and dean of the graduate school in consultation with the executive deans and senate faculty leadership (the Chair and Vice-Chair of Faculty Council, the Chair of the Senate Steering Committee, and the University Senate Secretary). Three of the twelve shall be members of the University Senate. Graduate faculty members should have experience as a graduate studies committee chair, department chair, or other significant involvement in graduate education. Nine of the twelve graduate faculty members shall be nominated by executive deans from lists solicited from the faculty of their respective colleges in the following manner: three by the executive dean of the colleges of the arts and sciences; three by the executive dean of the health sciences; three by the executive dean of the professional colleges. Three of the twelve graduate faculty members shall be appointed by the vice provost for graduate studies and dean of the graduate school.

(C) Alternate faculty members. Each faculty member of the graduate council is expected to attend its meetings regularly. Alternate representatives shall be identified by each executive dean and approved by the vice provost for graduate studies and dean of the graduate school. Alternates shall have the general powers and privileges as the member represented. Service as an alternate does not make the alternate ineligible for membership in the council the following year.

(D) Graduate student members. Two graduate students shall be appointed by the council of graduate students. These members shall serve terms of one year and shall be eligible for three consecutive terms.

(E) Alternate student members. Each student member of the council is expected to attend its meetings regularly. Alternative representatives shall be identified by the council of graduate students. The alternate shall then have the general powers and privileges as the member represented. Service as an alternate does not make the alternate ineligible for membership in the council the following year.

(F) One administrator. The vice provost for graduate studies and dean of the graduate school or designee.

(G) Non-voting members. The president of the council of graduate students and the senior vice president for research.

3335-5-34 Duties and Responsibilities.

The graduate council shall be the principal advisory body of the graduate school and shall have the following duties and responsibilities:
(A) To serve as an advisory group to the vice provost of graduate studies and dean of the graduate school.
(B) To participate in the development of rules, policies, and standards pertaining to graduate education and graduate programs and to act upon any question affecting those policies.
(C) To participate in the establishment of rules, policies, and standards governing graduate associates and graduate fellowships, including overseeing eligibility and allocation procedures for graduate school fellowships.
(D) To review proposals for new or revised graduate degree programs, graduate minors, graduate interdisciplinary specializations and other curricular matters.
(E) To submit to the council on academic affairs recommendations about adopting or abolishing academic degrees administered by the graduate school.
(F) To provide oversight for interdisciplinary graduate programs.
(G) To make recommendations about establishing and abolishing academic centers and other comparable organizations that are engaged in graduate education and make recommendations for determining the membership and authorities of their boards or governing bodies.
(H) To approve, modify, or reverse any action taken by its standing or ad hoc committees.

3335-5-35 Committees.

(A) There shall be one standing committee: curriculum. The committee will be chaired by a graduate faculty member of the committee.
(B) There shall be ad hoc committees to address issues requiring specific expertise. Ad hoc committees shall be convened at the discretion of the vice provost for graduate studies and dean of the graduate school or graduate council.

Proposal to amend rules 3335-5-29 to 3335-5-31 of the Administrative Code regarding the Graduate Faculty.

Submitted March 2008 by the Graduate School

WHEREAS the Committee to Review the Graduate School (Beck Committee), in its report of February 1, 2006, recommended the creation of a Graduate Council and a review of the Council on Research and Graduate Studies; and

WHEREAS the creation of a Graduate Council requires revision of rule language pertaining to graduate faculty;

LET IT THEREFORE BE RESOLVED that the revisions to 3335-5-29 to 3335-5-31 concerning the graduate faculty be considered and approved by the University Senate.

Graduate Faculty

3335-5-29 Membership.

The regular members of the graduate faculty shall consist of those members of the university faculty who are nominated by their graduate program and approved by the Graduate School, approved by the policy and standards committee of the research and graduate council. Ex officio members of the graduate faculty are the executive vice president and provost, the senior vice president for research, the dean of the graduate school, the deans of the colleges, and the director of libraries. (B/T 4/4/97, B/T twelve/4/98, B/T 5/7/2004, B/T 6/7/2005)

3335-5-30 Powers and functions.

The graduate faculty shall have the following general powers and functions:

(A) To elect all voting faculty members of the research and graduate council in the manner prescribed by rule 3335-5-34 of the Administrative Code.

(A) To initiate and to act upon any question affecting the policies of the graduate school or to request consideration and action by the research and graduate council.

(C) To approve, modify, or reverse any action of the research and graduate council.

(D) To receive the annual report of the dean of the graduate school and such other reports as the dean shall submit.

(EC) To perform the functions approved by the research and graduate council. (B/T 6/7/2005)

3335-5-31 Meetings.

(A) Meetings of the graduate faculty shall be called by the dean of the graduate school or whenever so requested by 10 percent of the regular members of the graduate faculty or whenever so requested by a majority of the members present at any regular meeting of the research and graduate council.

(B) The dean of the graduate school shall announce the time, place and purpose of each meeting at least seven days before the date of the meeting. The dean of the graduate school, or designee, shall preside at all meetings of the graduate faculty. All actions of the graduate faculty shall be upon a majority vote of the regular members present. In case of a tie vote on any matter before the graduate faculty, the dean of the graduate school shall cast the deciding ballot. Any action taken pursuant to paragraph (A) or (C) of rule 3335-5-30 of the
Administrative Code shall be proposed at one meeting of the graduate faculty and acted upon at a subsequent meeting called for that purpose. (B/T 6/7/2005)

Proposal to amend rules 3335-3-31

3335-3-31 Dean of the graduate school.

(A) There shall be a dean of the graduate school who shall be the administrative head of the graduate school. The dean shall be appointed by the board of trustees upon nomination of the president. Before making a nomination, the president shall confer with the research and graduate council. Graduate Council.

(B) The dean of the graduate school shall have the same general responsibilities and authorities that pertain to the deans of the several colleges. The dean shall also preside at the meetings of the research and Graduate Council and of its executive committee, make recommendations to the council concerning all such matters as are of primary importance in the development of the graduate work of the university, and make recommendations to the executive vice president and provost concerning the budget of the graduate school to provide for the proper maintenance of the school and to assist in the development of graduate work and research programs.

The dean of the graduate school shall present candidates for graduate degrees to the president, serve as a member of the council of deans, and in general, be responsible for the progress of the educational policies and well-being of the school. The dean shall report to the appropriate member of the president's planning cabinet upon the condition and progress of the graduate school whenever called upon to do so.

(C) Since the department or school is the unit of university organization for instruction and research in a definite field of learning, the departments or schools offering graduate work shall confer with the dean of the graduate school in all matters related to graduate work. In all matters pertaining to teaching load and adjustment of personnel, the dean of the graduate school shall consult with the dean of the appropriate college.

(D) The dean is hereby granted all authority necessary to carry out the responsibilities of the dean of the graduate school.

(E) The dean shall appoint all graduate school committees unless their membership has been designated by these faculty rules, the research and graduate council Graduate Council, or the graduate faculty.

(F) Any of the responsibility and authority of the dean of the graduate school may be delegated to another member of the graduate faculty.

(G) The usual method of communication between the dean of the graduate school and the president or the board of trustees shall be the same as for the deans of the colleges. (B/T twelve/4/98, B/T 6/7/2005)