

Effective: October 1997

Faculty Senate GRADUATE COURSE and PROGRAM REVIEW COMMITTEE

Approved: updated, fall 2009
Faculty Senate Bylaws Committee
December 2019, Faculty Senate
Revised: June 2024

Standing committee of Faculty Senate.

Membership

1. Chairperson:
 - a. Election: Elected by Faculty Senate
 - b. Term: Three-year term beginning and ending at the start of the fall semester of the appropriate year.
 - c. Qualifications: Graduate program coordinator or member of graduate faculty.
 - d. Limits: If the Chairperson does not retain graduate coordinator and graduate faculty status, a new chair should be elected to complete the remainder of the term.
2. Faculty Representatives: Graduate program coordinators from each degree program.
3. Student Representatives: Two graduate student representatives.
 - a. Election: Elected by Graduate Student Association.
 - b. Term: One-year terms beginning and ending at the start of the fall semester of the appropriate year.
4. Ex Officio Members: Provost and Senior Vice President of Academics Affairs, Interim Dean of Graduate Studies, Associate Provost for Student Success, Graduate Student Support Specialist, and Director of Graduate Admissions.
 - a. Designees: One designee may serve in lieu of each Ex Officio member.
 - b. Voting: Ex Officio members/designees are non-voting members.

Functions

1. Reviews proposed changes in the graduate curriculum and programs as received from the appropriate college committee and reports its recommendations to Faculty Senate.
2. Serves as a forum for matters pertaining to the graduate studies programs.
3. Reviews all proposed changes in academic policies, regulations, structure, and

related matters at the graduate level and reports its recommendations to Faculty Senate.

4. Elects faculty to the Graduate Academic Appeals Committee (GAAC) and reports to Faculty Senate recommended changes to this appeal process.
5. Provides Faculty Senate with a list of graduate faculty during the fall semester of each academic year for informational purposes.

Graduate Faculty

To promote the ideals of graduate study, the graduate faculty must demonstrate a continuing professional interest and competence.

Graduate faculty are involved in graduate curriculum development, departmental decision-making, teaching, and advisement of graduate students.

Faculty members are appointed to the graduate faculty by the Graduate Course and Program Review Committee on the recommendation of their department. Individual departments determine the relevant specifications for membership based on these guidelines:

1. Relevant or appropriate academic credentials such as the earned doctorate or acceptable terminal degree. Each department shall specify the credentials requisite to its discipline.
2. Scholarly productivity as demonstrated by publications, research, or recognized creative work. Each department shall specify the quality and quantity of scholarly productivity it deems appropriate to its discipline.
3. Evaluated teaching performance when available. Each department shall specify the evaluative criteria it uses for graduate teaching (e.g., student evaluations, course syllabi, peer evaluation, etc.)
4. Areas of demonstrated expertise and interest with respect to the needs of the graduate program. Each department shall specify the evidence it requires to identify such expertise and interest (e.g., doctoral level course work, publications, post-doctoral research, etc.)

Document History

Revision to administrative title, fall 2009 by Bylaws Committee

Revision to remove chair restriction to senators, March 16, 2010 by Faculty Senate and APSCUF

Language clarification, reformatting, and addition of the GAAC responsibility, Spring 2019.

Suggested revisions of role clarification for Ex-officio's June 2024