

**GRADUATE COUNCIL**  
**Amendment to Bylaw 13.21**

To: Academic Senate, Santa Cruz Division:

Graduate Council (GC) proposes to amend its bylaws to 1) clarify the areas of plenary and advisory authority of the Council, 2) clearly describe activities and actions that it regularly undertakes but are not reflected in the current bylaws, 3) clarify areas where the Council works with or delegates to the Graduate Division, and 4) update obsolete language.

This revised version contains two new clarifications in response to Senator questions at the April 2015 Divisional Senate meeting: 1) in response to a question about the authority of Graduate Council and the Committee on Planning and Budget, note that section 13.21.3 refers to “academic programs.” Section 13.21.5 adds clarification that the section refers to “academic units.” The Council’s language in each of these sections is consistent with its authority as described in the systemwide *Compendium* and systemwide *Coordinating Council on Graduate Affairs (CCGA) Handbook*; 2) in response to a question about whether section 13.21.2 applies to professional programs, this version clarifies the Council’s authority in this area and is consistent with the systemwide *Compendium*.

Section 13.21.1 reflects minor changes and updates in language. The proposed language eliminates mention of the nominating body for the Library representative to make it consistent in wording with the whole of section 13.21.1, which does not list the nominating body for any of the other representative categories (graduate student representative, postdoctoral scholars representative).

Section 13.21.2 includes changes in language that reflect the Council’s plenary authority over academic policies and procedures in matters pertaining to graduate academic programs. Previously this section of the bylaws contained language that did not adequately articulate the authority of the Council.

Section 13.21.3 more clearly outlines the existing role of the Council in the process of establishing graduate program degrees and changes to existing graduate degrees. It further clarifies and codifies the role of the Council Chair in consulting with faculty regarding new graduate program proposals. Changes to this section also correct and reflect the proper role of both the Council and the Committee on Planning and Budget according to systemwide policy and deletes language reflecting obsolete Council practices. The practice of notifying members of the Santa Cruz Division at least five calendar days in advance of consideration for new proposals is long obsolete, does not present a change to current practice, and would have no impact on the campus.

13.21.4 clarifies the plenary role of the Graduate Council and expands the description of the nature of its authority over graduate curriculum and courses of instruction.

Three new sections are proposed to the Graduate Council bylaws, each reflecting a thematic area of Council activities and authority. A new section 13.21.5 articulates the Council’s role in reviewing proposals and academic plans for the establishment of departments, schools, or colleges offering graduate and/or professional instruction and degrees, consistent with its authority over graduate curriculum. A new section 13.21.6 clearly outlines the advisory relationship of the Council to the Graduate Division on allocation of student support funds, consistent with its authority. A new section 13.21.7 clearly outlines the delegation policy and practice of the Council,

consistent with Senate bylaws 20 and 330C, and establishes a policy to monitor and review any administrative decisions delegated by the Council on an annual basis.

**Existing Bylaw**

**Proposed Bylaw**

<p><b>13.21.1</b> There are ten Santa Cruz Division members, plus the Dean of Graduate Studies serving ex officio. In addition, there are one Library representative nominated by the UCSC Librarians Association, no more than three Graduate Student Association representatives, and one Postdoctoral Scholars Association representative. Among the Division members, there are at least one, but no more than three members from each academic division and the School of Engineering. SB 330A specifies that the Dean of Graduate Studies may not serve as Chair or Vice Chair of the Graduate Council.</p>	<p><b>13.21.1</b> There are ten Santa Cruz Division members. <del>plus</del> The Dean of Graduate Studies serves ex officio, <b>and shall not serve as Chair or Vice Chair.</b> In addition, there are one Library representative <del>nominated by the UCSC Librarians Association,</del> no more than three Graduate Student Association representatives, and one Postdoctoral Scholars Association representative. Among the Division members, there are at least one, but no more than three members from each academic division and the School of Engineering. <del>SB 330A specifies that the Dean of Graduate Studies may not serve as Chair or Vice Chair of the Graduate Council.</del></p>
<p><b>13.21.2</b> The Graduate Council coordinates all academic procedures at Santa Cruz which bear on the conferring of higher degrees. It establishes policies regarding admission to candidacy for higher degrees, limitation of graduate study lists, appointment of committees in charge of candidates' studies and research, and the supervision of examinations for higher degrees. It approves on behalf of the Santa Cruz Division the award of higher degrees.</p>	<p><b>13.21.2</b> The Graduate Council <del>coordinates</del> <b>sets all academic policies and procedures at on behalf of the Santa Cruz Division on matters pertaining to all graduate academic and professional programs.</b> <del>which bear on the conferring of higher degrees.</del> It establishes policies regarding admission to candidacy for higher degrees, limitation of graduate study lists, appointment of committees in charge of candidates' studies and research, and the supervision of examinations for higher degrees. It approves on behalf of the Santa Cruz Division the award of higher degrees.</p>
<p><b>13.21.3</b> The Graduate Council reviews proposals for new programs for existing higher degrees and for the establishment of new higher degrees. At least five calendar days in advance</p>	<p><b>13.21.3</b> The Graduate Council reviews <b>and approves</b> proposals for new programs for existing higher degrees, <del>and for</del> the establishment of new higher degrees, <b>and</b></p>

<p>of its consideration of such proposals, it notifies members of the Santa Cruz Division of the general nature of the proposals and invites interested members to submit memoranda with regard to them. Proposals approved by the Graduate Council and by the Committee on Planning and Budget are recommended by the Council to the Coordinating Committee on Graduate Affairs.</p>	<p><b>changes in existing graduate programs, including, but not restricted to, addition or deletion of programs within existing degrees, joint programs across departments or schools or campuses, and discontinuation of programs.</b> <del>At least five calendar days in advance of its consideration of such proposals, it notifies members of the Santa Cruz Division of the general nature of the proposals and invites interested members to submit memoranda with regard to them.</del> <b>The Council Chair may also act as a pre-consultant for new graduate programs and provide feedback to the proposing faculty.</b> Proposals approved by the Graduate Council, <del>and by</del> <b>after consultation with</b> the Committee on Planning and Budget, are recommended by the Council to the Coordinating Committee on Graduate Affairs.</p>
<p><b>13.21.4</b> The Graduate Council has plenary authority in all matters relating to graduate courses of instruction in the Santa Cruz Division. On these matters, the Council maintains liaison with the Divisional Committee on Educational Policy.</p>	<p><b>13.21.4</b> The Graduate Council has plenary authority in all matters relating to graduate <b>curricula and</b> courses of instruction in the Santa Cruz Division. <b>The Graduate Council monitors and ensures the quality, viability, and appropriateness of existing graduate programs, and ensures that the graduate curricula are in compliance with Senate Regulations and educational policies. The Council approves catalog program statements and degree requirements for all graduate programs.</b> On these matters, the Council maintains liaison with the Divisional Committee on Educational Policy.</p>
	<p><b>13.21.5</b> <b>The Council reviews proposals and academic plans for the</b></p>

	<b>establishment of academic units (departments, schools and colleges), offering or intending to offer graduate and/or professional instruction and degrees.</b>
	<b>13.21.6 The Council advises the Graduate Division on policies and procedures for the allocation of graduate student support funds.</b>
	<b>13.21.7 Consistent with Senate Bylaws 20 and 330C, the Council may delegate to the Dean of Graduate Studies routine administrative decisions related to the academic regulations and policies of the Graduate Council. The Graduate Council will monitor and review on an annual basis these delegated decisions.</b>

Respectfully submitted;  
GRADUATE COUNCIL  
John Bowin  
Jonathan Fortney  
Pascale Garaud  
Kimberly Jannarone  
Roberto Manduchi  
Dean Mathiowetz  
Stefano Profumo  
Wang-Chiew Tan  
Sue Carter, *ex officio*  
Ken Kletzer, Chair

Christy Caldwell, Library Rep  
Jeb Purucker, Graduate Student Rep  
Erica Smeltzer, Graduate Student Rep

May 7, 2015