

# Bylaws

## Faculty Senate of The University of Tennessee, Knoxville

Revised [September 8, 2015]

### ARTICLE III. Councils and Committees.

**Section 2. Standing Councils and Committees.** The standing councils and committees of the Faculty Senate are listed and described below.

- H. Graduate Council. Membership shall consist of faculty representatives chosen for three-year terms from the schools and colleges of the university engaged in graduate work and two graduate students appointed by the Graduate Student Senate. Members shall be chosen in the spring term for terms to commence at the start of the next fall term.

Representatives shall be apportioned among the schools and colleges according to the number of graduate students enrolled in the college or school in the previous fall term, using the following table.

<u>Graduate</u>	<u>Total Graduate</u>
1 – 300	1
301 – 500	2
501 – 700	3
701 – 900	4
901 – 1100	5
1101 – 1300	6
1301 – 1500	7
1501 – 1700	8

Representatives must regularly teach graduate courses or supervise graduate study and must (1) hold full-time or continuing part-time appointment with the rank of assistant professor or higher and (2) perform academic duties consisting of at least half-time teaching, research, service or departmental administration. Ex-officio members shall be the Dean of Libraries, a representative of Outreach and Continuing Education, the Director of the Center for International Education, and the chairperson of the Research Council, or their respective designees. In addition, the administrative officer having primary responsibility for graduate curriculum in each college or school shall serve as ex-officio member of the Graduate Council if that person is not a college or school representative. The chairperson of the Graduate Council (known as the Chair) is a faculty member from the Graduate Council who serves for a one-year term, following a one-year term as Vice-Chair and Chair-Elect.

The Graduate Council ~~is charged by the Faculty Senate to set~~ ~~establishes~~ standards for graduate admission, retention, and graduation; ~~assesses~~ curricular revisions and new proposals for graduate programs; ~~evaluates~~ interdisciplinary, intercollegiate and international programs; ~~approves~~ individuals to direct doctoral dissertations; and ~~considers~~ new initiatives and other matters of policy pertaining to graduate programs. Its structure and activities are governed by its Bylaws, which are adopted and amended by the membership of the Graduate Council and include rules consistent with these Bylaws.

The Chair of the Graduate Council or faculty designee shall report ~~its~~ actions of the Graduate Council to the Executive Council. The report shall include ~~the~~ agenda and; a summary of substantive actions taken, ~~and the minutes of the Graduate Council meetings~~ The report and the minutes of the Graduate Council meetings will be distributed or made available electronically to all senators at least five business days prior to the next Faculty Senate meeting. Implementation of actions taken by the Graduate Council ~~follows~~ occurs after approval of the ~~report~~ minutes of by the Faculty Senate ~~Graduate Council meeting at which the actions were approved by the Graduate Council~~. Any curricular change may be reopened for review and its implementation delayed ~~at the will~~ upon vote of the Executive Council or the full Faculty Senate.

M. Undergraduate Council. Voting membership shall consist of representatives chosen for three-year terms from the schools and colleges of the university granting baccalaureate degrees, one member of the ROTC faculty, and four students designated by the Undergraduate Academic Council. Members shall be chosen in the spring term for terms to commence at the start of the next fall term. Representatives shall be apportioned among the baccalaureate degree-granting units according to the number of degrees granted during the prior academic year, using the following table.

<u>Baccalaureate Degrees</u>	<u>Total Undergraduate Council</u>
1 – 300	1
301 – 500	2
501 – 700	3
701 – 900	4
901 – 1100	5
1101 – 1300	6
1301 – 1500	7
1501 – 1700	8
1701 – 1900	9

In the College of Arts and Sciences, representatives shall be apportioned among the divisions of Social Sciences, Humanities, and Natural Sciences. Members must hold full-time or continuing part-time appointment with the rank, or equivalent rank, of lecturer, clinical instructor, assistant professor or higher and (2) perform academic duties consisting of at least half-time teaching, research, service or departmental administration. Ex-officio members shall be the Assistant Provost for Enrollment Services, a representative of Outreach and Continuing Education, the Dean of Libraries, the Director of the Center for International Education, the Director of the Chancellor’s Honors Program, and the Director of the Tennessee Teaching and Learning Center, or their respective designees. In addition, the administrative officer having primary responsibility for undergraduate curriculum in each school or college shall serve as an ex-officio member of the Undergraduate Council if that person is not a school or college representative. The chairperson of the Undergraduate Council (known as the Chair) shall be a faculty member from the Undergraduate Council elected for a one-year term, following a one-year term as Vice Chair, by voting members of the Undergraduate Council. The election of the Chair will take place at the last meeting of the spring semester.

The Undergraduate Council [is charged by the Faculty Senate to set](#) ~~shall concern~~ [itself with](#) standards for admission, retention, and graduation; [review with](#) curricular matters in the undergraduate programs; ~~with the~~ development of interdisciplinary programs; ~~with the~~ [approval of](#) new programs and any other matters of educational policy pertaining to undergraduate programs. Its structure and activities are governed by its Operating Guidelines, which are adopted and amended by the membership of the Undergraduate Council and include rules

consistent with these Bylaws.

The Chair of the Undergraduate Council or faculty designee shall report ~~its~~ actions of the Undergraduate Council to the Executive Council. The report shall include the agenda, and a summary of substantive actions taken. The report, and the minutes of the Undergraduate Council meetings will be distributed or made available electronically to all senators at least five business days prior to the next Faculty Senate meeting. Implementation of actions taken by the Undergraduate Council occurs after follows approval of the minutes report of the Undergraduate Council meeting at which the actions were approved by the Undergraduate Council by the Faculty Senate. Any curricular change may be reopened for review and its implementation delayed upon vote at the will of the Executive Council or the full Faculty Senate.