

## CONSTITUTION OF THE GRADUATE FACULTY OF THE UNIVERSITY OF TOLEDO

### ARTICLE I. PURPOSE

- Section 1. The purpose of the Graduate Faculty of The University of Toledo shall be the advancement of knowledge through research and instruction of the highest quality. The faculty shall seek to foster in students a spirit of inquiry, a recognition of the value of scholarship, and an understanding of the integrity required for the pursuit of scholarship.
- Section 2. The constitution shall govern the organization of the Graduate Faculty in the accomplishment of these goals. The Graduate Council (GC) shall be the representative body of the Graduate Faculty and shall legislate for it.

### ARTICLE II. MEMBERSHIP

- Section 1. The Graduate Faculty shall include the following ex-officio members: the President of the University, the Chancellor, the Provosts, the Dean of the College of Graduate Studies, ~~the Senior Associate Dean of the College of Graduate Studies (COGS), and the Vice Presidents~~ for Research, ~~and the Dean of University Libraries.~~
- Section 2. All faculty members of The University of Toledo who are actively engaged ~~in research and~~ in the instruction of graduate students and research shall be eligible to apply for nomination for membership ~~in to~~ the Graduate Faculty. ~~The standards and the procedures for obtaining and retaining such membership shall be determined by the Graduate Council GC.~~
- Section 3. Membership in the Graduate Faculty shall entail the following general responsibilities:
- a. ~~The recruitment~~ Recruit of students of outstanding academic ability for graduate study;:-
  - b. ~~The teaching of~~ graduate courses that will contribute to advanced education and the development of independent scholarly performance;:-
  - c. ~~The e~~ Conduct of research of intrinsic scholarly merit, as evidenced by scholarly publications, presentations, and/or performances;:-
  - d. ~~The direction of~~ Supervise independent student research, ~~and the supervision of~~ theses and dissertations. This includes projects and internships required for the completion of ~~G~~graduate degrees and ~~G~~graduate ~~C~~certificates granted by this ~~i~~Institution;:-
  - e. ~~The m~~ Mentoring of graduate students ~~including through~~ academic advising and career development; and:-

- f. ~~Impress upon~~ ~~Instruct and hold~~ graduate students ~~to the~~ highest standards of integrity and scholarly responsibility expected of educated professionals.

Section 4. Membership in the Graduate Faculty also shall carry ~~the following~~ functions and privileges, as further defined in the GC bylaws ~~of the Graduate Council, and limited to members of the Graduate Faculty. These include but are not limited to the authority to:~~

- a. ~~The election of representatives to the Graduate Council.~~
- b. ~~The right to speak and vote at meetings of the Graduate Faculty.~~
- a. ~~The authority to e~~Chair faculty examination committees for the admission of students to graduate degree candidacy where required; ~~for the approval of dissertations and theses, and for the certification of Graduate degrees and Graduate Certificates for students in non-thesis programs (limited to those holding full membership on the Graduate Faculty).~~
- b. Approve the scholarly content of dissertations and theses; and,
- c. Approve the scholarly content of non-thesis graduate work and certificates.

### ARTICLE III. THE COLLEGE OF GRADUATE STUDIES

Section 1. ~~The Graduate Faculty and COGS enjoy a close working relationship. COGS The College of Graduate Studies~~ shall be the executive office of the Graduate Faculty. It shall administer the policies of the University that pertain to graduate education and shall administer the decisions of GC ~~the Graduate Council~~ as representatives of the Graduate Faculty.

Section 2. The COGS Dean ~~of the College of Graduate Studies~~ shall ~~serve as the University Administrator~~ be responsible for all administrative matters pertaining to graduate education, ~~which shall include. The primary responsibilities shall be:~~

- a. ~~To serve as e~~Chief executive officer of ~~COGS~~ the College of Graduate Studies. The Dean shall represent issues ~~from the Graduate Faculty of the College of Graduate Studies~~ to the central administration of the University on all matters pertaining to graduate education;
- b. ~~To serve as a~~Administrative head of ~~COGS~~ the College of Graduate Studies. The COGS Dean ~~of the College of Graduate Studies~~ shall have responsibility for the leadership and direction of ~~COGS~~ the College of Graduate Studies, shall administer and enforce its policies and regulations, and shall maintain its records; and,
- c. ~~To serve as a~~Representative of the University and the Graduate Faculty ~~before~~ to the Ohio Board of Regents and its committees on subjects relating to graduate education.

Section 3. The COGS Dean ~~of the College of Graduate Studies~~ shall annually convene a

meeting of the Graduate Faculty. At this annual meeting the Graduate Faculty shall receive the reports and plans for the coming year from the COGS Dean in the context of contemporary issues in graduate education. ~~of the College of Graduate Studies concerning the operation of the College of Graduate Studies.~~

- Section 4. ~~The Dean and Senior Associate Dean shall be appointed from different campuses (Health Sciences/Main). The COGS Senior Associate Deans' responsibilities and duties will be assigned by the COGS Dean shall direct the operations of the College of Graduate Studies on his/her campus, shall consult with and advise the Dean, and may represent the COGS Dean in his/her absence.~~

#### ARTICLE IV. THE GRADUATE COUNCIL

- Section 1. ~~As stated in Article I, section II, the Graduate Council (GC) shall be the representative body of the Graduate Faculty and shall legislate for it. The Graduate Council shall be the representative body of the Graduate Faculty and shall legislate for it.~~ The duties and functions of the Council shall be to:
- a. ~~To a~~ Adopt bylaws for the internal governance of the Council;:-
  - b. ~~To e~~ Create standing and special committees, assign their duties and receive their reports and recommendations;:-
  - c. ~~To e~~ Ensure the academic quality and integrity of graduate programs through curricular oversight and ~~periodic formal, cyclical~~ program review;:-
  - d. ~~To e~~ Establish and review the membership categories, standards and procedures of the Graduate Faculty;:-
  - e. ~~To a~~ Adopt policies and procedures concerning graduate education for implementation by ~~the College of Graduate Studies~~ COGS, subject to review by the Graduate Faculty, ~~as provided by Section 10 below~~;:-
  - f. ~~To g~~ Give general direction and provide advice on any matter related to graduate education to the College of Graduate Studies COGS; receive the reports and recommendations of the President of GSA and the COGS Dean ~~of the College of Graduate Studies and provide advice on any matter related to graduate education;~~ and;:-
  - g. ~~To a~~ Accept issues for consideration presented by members of the Graduate Faculty and determine questions that should be placed before the Faculty for its advice or decision.

~~Section 2. The Dean of the College of Graduate Studies, the Senior Associate Dean of the College of Graduate Studies, the Vice-President for Research Development, and the Dean of University Libraries shall be members ex-officio of the Graduate Council.~~

~~Section 3. Each college offering graduate study through the College of Graduate Studies shall~~

~~be entitled to one representative on the Graduate Council for every twenty-five members, or fraction thereof, of the Graduate Faculty in that college. However, any college offering doctoral degrees shall be entitled to at least two representatives. The Dean of the College of Graduate Studies shall notify each college during the Spring term each year of the number of vacancies and their terms in that college's representation on the Graduate Council in the following year.~~

- ~~Section 4. The Associate Dean with primary responsibility for graduate education in each college offering graduate study through the College of Graduate Studies shall be a member ex-officio of the Graduate Council.~~
- ~~Section 2. The COGS Dean and the Vice-President for Research shall be voting, ex-officio members of GC and therefore ineligible for election to GC.~~
- ~~Section 3. COGS Associate Deans, as designated by the COGS Dean, shall be non-voting, ex-officio members of GC, but each COGS Associate Dean may be a voting member of GC if elected by his or her academic college.~~
- ~~Section 4. The Associate Dean with primary responsibility for graduate education in each college offering graduate study through COGS shall be a non-voting, ex-officio member of GC, but each Associate Dean representing an academic college may be a voting member of GC if elected by his or her academic college.~~
- Section 55. The GSA President and GSA Vice President shall be ex-officio members of GC. ~~Graduate Student Association shall be entitled to elect four representatives to the Graduate Council. Student representatives shall be chosen from different colleges, with at least one student from each campus.~~ They shall have full voting privileges and may be chosen to serve on committees, but not as chair.
- Section 66. The faculty members of ~~GC the Graduate Council, who must be full members of the Graduate Faculty,~~ shall have three-year terms of the office, one-third of which shall be filled on a staggered basis each year. ~~Student members shall have one-year terms of office.~~
- ~~Section 7. Each college offering graduate study through COGS shall be entitled to one representative on GC for every twenty-five members, or fraction thereof, of the Graduate Faculty, not including adjunct or special members, in that college. However, any college offering doctoral degrees shall be entitled to at least two representatives. The COGS Dean shall notify each college during the spring term each year of the number of vacancies and their terms in that college's representation on GC in the following year.~~
- Section 87. The faculty members of GC shall have three-year terms of office, one-third of which shall be filled on a staggered basis each year. In ~~s~~Spring ~~s~~Semester of each year the Graduate Faculty members of each college and ~~GSA the Graduate Student Association~~ shall elect their representatives to ~~GC the Graduate Council~~ in accordance with their own rules of procedure. The names of those elected shall be certified at once ~~by the COGS Dean designee serving as the Secretary of the Council~~

~~to the Secretary of the Council.~~ Temporary or permanent vacancies in the Council shall be filled for the duration of the vacancy in accordance with the rules of the affected college or student body.

- Section ~~98~~. At the last Council meeting of each academic year, the ~~continuing and newly elected~~ members of the ~~GC Graduate Council for the following year~~ shall elect Council officers as described in the Bylaws of the ~~GC Graduate Council~~. The offices to be filled shall be: ~~Chairperson, Vice Chairperson, and three two At-Large Executive Committee members, and one student Executive Committee member.~~ The ~~COGS Dean of the College of Graduate Studies~~ shall designate a COGS staff member to serve as Secretary of the Council.
- Section ~~109~~. The ~~COGS Dean of the College of Graduate Studies, the GSA President the Senior Associate Dean of the College of Graduate Studies,~~ and elected officers shall constitute the Executive Committee of ~~GC (GCEC) the Graduate Council~~. In extraordinary circumstances, the COGS Dean or GSA President may send a designee in his/her absence. The GCEC ~~It~~ shall have the duties of appointing committee members, preparing the agenda for Council meetings, and facilitating the work of the Council. The Chair of ~~GC the Graduate Council~~ shall serve as the Chair of ~~GCEC the Executive Committee~~. The ~~COGS Dean of the College of Graduate Studies~~ shall designate a COGS staff member to serve as Secretary of ~~GCEC the Executive Committee~~.
- Section ~~110~~. The ~~GC Graduate Council~~ shall meet twice monthly from beginning with the start of fall semester in August through the end of spring semester in May and may meet at other times by decision of ~~GCEC the Executive Committee~~. ~~The Graduate Council shall adopt bylaws for the governance of its internal procedures.~~
- Section ~~121~~. ~~The GC The Graduate Council~~ or the ~~COGS Dean of the College of Graduate Studies~~ may convene a special meeting of the Graduate Faculty at any time to solicit the advice or decision of the faculty about any matter within its jurisdiction concerning graduate education. In addition, upon petition of thirty-five members of the Graduate Faculty, excluding adjunct and special members, to the ~~COGS Dean of the College of Graduate Studies~~ the latter shall convene a special meeting of the faculty within two weeks for the purpose of reconsidering any action taken by the Council. The ~~COGS Dean of the College of Graduate Studies~~ shall preside at all special meetings of the Graduate Faculty.

## ARTICLE V. ~~IMPLEMENTATION AND~~ AMENDMENT OF CONSTITUTION

- Section ~~1~~. ~~The adoption of this constitution shall be by approval of the Graduate Council and ratification by two-thirds of the Graduate Faculty who vote on the issue in a ballot. The constitution of the Graduate Faculty and the bylaws of the Graduate Council shall replace the bylaws of the Graduate School of 1968, as amended in 1984, and subsequently thereafter. The effective date of implementation shall be August 20, 2007.~~

- ~~Section 1. For personnel and institutional title changes only, GC may amend the constitution by two-thirds majority vote of the GC without the ratification of the Graduate Faculty.~~
- ~~Section 22. For the changes described in Article V, Section I and all other changes, tThe constitution may be amended by simple majority approval of the GC Graduate Council and subsequently ratification by a two-thirds majority of the eligible Graduate Faculty who vote on the issue by mail ballot. A ballot to amend the constitution shall be authorized by Council, but conducted by COGS.~~
- ~~Section 33. Every five years, a committee composed of representatives of the College of Graduate Studies, Graduate Council COGS, GC, Graduate Faculty, Graduate Student Association GSA, and external consultants, as defined in the GC bBylaws of the Graduate Council, shall review the procedures set forth in the eConstitution of the Graduate Faculty and the GC bBylaws of the Graduate Council. Subsequently, the Graduate Council- ad hoc Constitution and Bylaws Committee shall provide a written report on its process and recommendations to GC for inclusion in its minutes on the Committee's findings to the Graduate Faculty.~~

~~Adopted XXXX XX, 2007 XX XX, 201X.~~