

# THE UNIVERSITY SENATE OF MICHIGAN TECHNOLOGICAL UNIVERSITY

## **“Proposed Graduate Faculty Council and University Senate Joint Resolution Regarding the Roles of the Graduate Faculty Council and the University Senate in Guiding Graduate Education at Michigan Tech”**

### **Proposal 16-08**

**(as amended by GFC 19 February 2008)**

(Voting Units: Academic)

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### **Background**

The Graduate Faculty Council (GFC) and the University Senate are both involved in establishing and reviewing policies and procedures related to graduate education at Michigan Tech.

The Graduate Faculty Council is an advisory body for the Dean of the Graduate School and is the primary channel for communication between the graduate faculty and the Dean and staff of the Graduate School. The council is the main forum for the discussion of matters of interest regarding graduate education and research programs.

The University Senate’s functions include several that have a direct relationship to graduate education. Specifically, these are identified in Article III, Sections F.1.a.1), F.1.a.2), F.1.a.3), F.4.b.5), and F.4.b.10 of the Constitution of the University Senate (each Section is quoted below [in Table I](#)).

Communication among all members of the university community concerned with graduate education will be enhanced by clearly establishing the respective roles of the Graduate Faculty Council and University Senate. That is the purpose of this resolution.

[Table I: Senate functions directly related to graduate education.](#)

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### ***ARTICLE III – FUNCTIONS***

#### ***F. List of Matters of Responsibility and Authority***

##### ***1. Matters of Academic Policy and Procedures***

***a. The Senate has the responsibility and authority to review and establish policy and procedures in these areas:***

- 1) All curricular matters, including establishment, dissolution, and changes in degree programs***
- 2) Requirements for certificates and academic degrees.***
- 3) Regulations regarding attendance, examinations, grading, scholastic standing, probation, and honors.***

##### ***4. Other Matters of Policy and Procedure***

***b. The Senate has the responsibility to review, make recommendations, initiate, and participate in the formulation of policy and procedures in these areas:***

- 5) Admission standards and procedures.***
  - 10) All areas of student affairs not mentioned specifically above, including their effect on the educational process and on academic achievement.***
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### **Proposed Resolution**

It is proposed that the following procedure be followed when there is a proposal to implement, eliminate or change policy related to graduate education.

- 1) The Graduate Faculty Council shall review the proposal and provide advice to the dean of the Graduate School.
- 2) The agenda and minutes of the Graduate Faculty Council shall include information about the proposal and the advice given to the dean of the Graduate School. The agenda and minutes shall be posted on the Graduate Faculty Council's website. The Graduate Faculty Council invites the University Senate to send a representative from its Curricular Policy Committee to Graduate Faculty Council meetings to facilitate transfer of information between the two bodies.
- 3) When a proposal supported by the Graduate Faculty Council falls within the University Senate functions identified in Article III, Sections F.1.a.1), F.1.a.2), F.1.a.3), F.4.b.5), or F.4.b.10 of the Senate Constitution, the dean of the Graduate School and Chair of the Graduate Faculty Council shall prepare a formal request for consideration of the proposal by the University Senate. This request will be sent to the President of the University Senate. New policy will not be implemented and existing policy will not be eliminated or changed until the Senate has given its approval, and the Provost and President have approved the change.
- 4) When a proposal supported by the Graduate Faculty Council does not fall within the University Senate functions identified in Article III, Sections F.1.a.1), F.1.a.2), F.1.a.3), F.4.b.5), or F.4.b.10 of the Senate Constitution, the dean of the Graduate School will consider the advice of the Graduate Faculty Council and will seek approval of the Provost and President prior to implementing new policy or eliminating or changing any existing policy.
- 5) ~~The Graduate Faculty Council will communicate regularly with the Senate. Graduate school staff will ensure that the Senate President is sent minutes of meetings with topics of particular interest to graduate faculty across campus highlighted. Changes in policies and/or procedures will be specifically indicated as well.~~ The University Senate will channel all material related to graduate education through the Graduate Faculty Council before taking action.

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**Introduced to Senate: 13 February 2008**

**Revised and Reintroduced: 02 April 2008**

**Adopted by Senate: 16 April 2008**

**Approved by Administration: 28 April 2008**