

# **BY-LAWS OF THE GRADUATE COUNCIL**

## **Part I. FUNCTIONS AND MEMBERSHIP**

1. The Functions and Membership of the Graduate Council are defined by Statewide Senate By-Law 330 and Berkeley Division By-Law 37.  
Three student members shall be appointed in accordance with Berkeley Division By-Law 13.

## **Part II. OFFICERS**

2. The Chair and Vice Chair of the Graduate Council are selected by the Committee on Committees of the Berkeley Division from among the appointed members.

## **Part III. MEETINGS**

3. Stated meetings of the Council shall be held at least once each month. The Council may meet at such other times as it may determine or at the call of the Chair or Vice Chair.

## **Part IV. QUORUM**

4. More than half of the members shall constitute a quorum.

## **Part V. COMMITTEES** **Title I. Appointment and Tenure**

5. With the advice of the Chair and the Dean of the Graduate Division, the Graduate Council shall appoint committees of the Council not otherwise provided for.

The Standing Committees shall be appointed each academic year, as soon as possible after the Council's first meeting in the fall semester. The Chair and the Dean shall decide what matters shall be referred to Standing Committees, to the full Council, or to the Dean of the Graduate Division.

## **Title II. List of Standing Committees: Their Powers and Duties**

### **6. Administrative**

This Committee:

- consists of the Dean of the Graduate Division at Berkeley, as Chair; the Chair of the Graduate Council, *ex officio*; and at least four other members,
- shall pass upon programs of study presented by applicants for advancement to candidacy for higher degrees or by candidates for higher degrees, subject to the rules of the Senate and Graduate Council, Berkeley Division,
- reviews the qualifications of graduate students and their proposals jointly presented by themselves and faculty for an individually designed doctoral program, and
- shall hear appeals related to qualifying examinations and other types of appeals.

### **7. Fellowships and Graduate Scholarships**

This committee recommends the award of fellowships and graduate scholarships. After the Committee on Fellowships and Graduate Scholarships makes recommendations for a given year, all later matters relating to fellowships and graduate scholarships shall be referred to the Dean of the Graduate Division at Berkeley who shall have full power to act on behalf of the Council.

### **8. Foundation Lectureships and Professorships**

A separate committee for each of the following is designated to recommend appointees according to the term of the individual foundations:

Foerster Lectures (lectureship)      Jefferson Memorial Lectures (chair)  
Hitchcock Professorship (chair)      Barbara Weinstock Lectureship  
Howison Lectures in Philosophy (lectureship)

9.      **Advisory Committee for Graduate Student Instructor (GSI) Affairs**  
This committee consists of up to seven faculty members, at least one of whom shall be a member of the Graduate Council, and two student members. This committee works to promote GSI training by facilitating, supporting, and consulting on matters related to GSI programs and policies.
10.     **Advisory Committee for Graduate Student and Postdoctoral Scholar Professional Development**  
This committee consists of up to five faculty members, at least one of whom shall be a member of the Graduate Council, two student members, and one postdoctoral scholar. This committee works to promote graduate student and postdoc professional skills development by facilitating, supporting, and consulting on matters related to relevant programs and policies.

#### **Part VI. ORDER OF BUSINESS**

- 11      All Meetings of the Graduate Council shall be governed by procedures specified in Academic Senate By-Laws 315 C and D.  
The regular Order of Business may be suspended at any meeting by a two-thirds vote of the members present.

#### **Part VII. AMENDMENT OF BY-LAWS**

12.      The foregoing By-Laws may be added to, amended, or repealed at any regular or special meeting, by a two-thirds vote of all the members present, provided that written notice of amendment shall have been sent to each member of the Council at least five calendar days previous to the meeting at which the amendment is to be moved. But no amendment shall be made that is inconsistent with legislation of the Academic Senate (Berkeley Division By-Law 12).