

Longwood University Faculty Senate  
**PROPOSAL/POLICY COVER  
SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

**COMMITTEE(S)** that authored or sponsored this proposal:

**Graduate Council**

**TOPIC:**

**Graduate Council Membership**

**BACKGROUND** (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

Initial determination for membership on Graduate Council was based on graduate majors instead of graduate programs primarily because there were so many concentrations under the Education major, which would have produced a very large Council. Two at-Large members were included to be elected from the graduate faculty as a whole with the idea that they would most likely come from the various Education major concentrations. The proposed change is to elect representatives from each of the active graduate programs.

**SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY** (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

**Current FPPM Language**

U. GRADUATE COUNCIL

1. **Purpose and Duties:** The duties of the Graduate Council shall include:
  - a) To formulate, review, establish, approve and forward to the Faculty Senate all academic policies for graduate education.
  - b) To establish guidelines and approve policy for graduate student admissions.
  - c) To establish guidelines and approve policy for requirements for all graduate degrees subject to approval by the Committee on Educational Policy.

- d) To receive reports from the Graduate Curriculum Committee.
  - e) To develop policy for graduate student support.
  - f) To participate in periodic qualitative reviews of graduate programs.
  - g) To encourage research and teaching efforts at the graduate level.
  - h) To review and recommend nominees for the Graduate School awards as appropriate.
  - i) To provide for long-range academic planning related to graduate education.
  - j) To receive reports from the Graduate Petitions Committee.
  - k) To represent the interests of the Graduate Faculty and graduate students in the university.
  - l) To advise the Dean of the College of Graduate and Professional Studies on matters related to graduate education at the university.
2. **Membership:** One representative from each graduate major, one representative from the library elected by its faculty, two at-large representatives from the Graduate Faculty, one graduate student representative elected by the Graduate Student Association.
3. **Ex-Officio Members:** The Dean and Assistant Dean(s) of the College of Graduate and Professional Studies (non-voting).
4. **Tenure Restrictions:** None.
5. **Departmental Restrictions:** None.
6. **College Restrictions:** None
7. **Other Restrictions:** Council members must be current members of the graduate faculty.
8. **Term of Office:** Staggered three year terms. May be reelected.
9. **Method of Selection:** Each representative of a graduate major is elected by the graduate faculty in that program. The two at-large representatives are elected by the graduate faculty as a whole. The library representative is elected by the library faculty. The student representative is elected by the Graduate Student Advisory Council.
10. **Chair:** Elected by the Graduate Council members at the last spring meeting for a one year term of office with reelection possible.
11. **Ex Officio Member to Faculty Senate:** Shall be elected by Graduate Council at the last spring meeting for a one year term with reelection possible.
12. **Reporting Route:** To the Faculty Senate.

*References: Board of Visitors, December 3, 2010, Minutes of the Faculty Senate, October 14, 2010, November 7, 2013.*

## **Proposed New Language**

### U. GRADUATE COUNCIL

1. **Purpose and Duties:** The duties of the Graduate Council shall include:
- m) To formulate, review, establish, approve and forward to the Faculty Senate all academic policies for graduate education.
  - n) To establish guidelines and approve policy for graduate student admissions.
  - o) To establish guidelines and approve policy for requirements for all graduate degrees subject to approval by the Committee on Educational Policy.
  - p) To receive reports from the Graduate Curriculum Committee.
  - q) To develop policy for graduate student support.
  - r) To participate in periodic qualitative reviews of graduate programs.
  - s) To encourage research and teaching efforts at the graduate level.
  - t) To review and recommend nominees for the Graduate School awards as appropriate.
  - u) To provide for long-range academic planning related to graduate education.

- v) To receive reports from the Graduate Petitions Committee.
- w) To represent the interests of the Graduate Faculty and graduate students in the university.
- x) To advise the Dean of the College of Graduate and Professional Studies on matters related to graduate education at the university.

**2. Membership:** One representative from each graduate program accepting applications, one representative from the library, and one graduate student representative.

**3. Ex-Officio Members:** The Dean and Assistant Dean(s) of the College of Graduate and Professional Studies (non-voting).

**4. Tenure Restrictions:** None.

**5. Departmental Restrictions:** None.

**6. College Restrictions:** None

**7. Other Restrictions:** Council members must be current members of the graduate faculty.

**8. Term of Office:** Staggered three year terms. May be reelected.

**9. Method of Selection:** Each representative of a graduate program is elected by the graduate faculty in that program. The library representative is elected by the library faculty. The student representative is elected by the Graduate Student Association.

**10. Chair:** Elected by the Graduate Council members at the last spring meeting for a one year term of office with reelection possible.

**11. Ex Officio Member to Faculty Senate:** Shall be elected by Graduate Council at the last spring meeting for a one year term with reelection possible.

**12. Reporting Route:** To the Faculty Senate.

**RATIONALE FOR THE POLICY OR PROPOSED CHANGES** (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

With the closing of the two Arts & Sciences graduate programs, the move to standalone majors for three of the Education concentrations, and the submission to storage of several concentrations of the Education major, this change to an elected representative from each active graduate program will provide better representation.

**Routing information and signature lines:**

Date submitted to Senate Executive Committee for Consideration:

Action(s) Taken:

Date first read at Faculty Senate:

Action(s) Taken:

Date final action taken by Faculty Senate:

Action(s) Taken:

Senate Chair: \_\_\_\_\_

Date submitted to the PVPAA (within 5 working days of Senate approval):

Action(s) Taken:

PVPAA: \_\_\_\_\_

Date: \_\_\_\_\_

Date submitted to other administration:

Action(s) Taken:

Administrator: \_\_\_\_\_

Date (within 15 working days of PVPAA's signature): \_\_\_\_\_

Date submitted to the Board of Visitors:

Coversheet updated 9/2017