

Constitution and By-Laws Committee (CBUM)  
Report to the Faculty Senate No. 2019-2020-3A  
April 16, 2020

Revision of University Manual Language on the Graduate School and Graduate Council

The changes reflected in the manual sections below are in response to the Joint Ad Hoc Committee for Graduate School/Council Governance in regard to Policy and Procedures recommendations on changes needed in the University Manual that would resolve any potential sources of ambiguity caused by interpretation of that language regarding the Faculty Senate and the Graduate School.

In consideration of the Response to the Report of the Ad Hoc Committee for Graduate School/Council Governance in regard to Policy and Procedures (dated August 6, 2019), the following items are addressed:

- “The Dean of the Graduate School should continue to preside at meetings of the Graduate Faculty. The Dean should be a non-voting, ex officio member of the Graduate Council, with the right to exercise a veto over decisions of the Graduate Council, subject to override by the Graduate Faculty.”
- “A faculty member of the Graduate Council shall be elected by the Graduate Council as Chair. The Chair of the Graduate Council will work closely with the Dean of the Graduate School to develop agendas for the meetings of the Graduate Council. The Graduate School will provide staff support for the preparation and distribution of agendas and minutes in accordance with UM 5.65.24-25.”

Timeline of events:

- November 15, 2018 -- Faculty Senate Chair Leonard and President Dooley jointly announced to the Faculty Senate the creation of a Joint Special Committee for Graduate School Governance.
- April 11, 2019 -- The report of the Joint Ad Hoc Committee for Graduate School/Council Governance in regard to Policy and Procedures was submitted to the Faculty Senate Executive Committee.
- August 6, 2019 -- A response to the report to the Joint Ad Hoc Committee for Graduate School/Council Governance from the Faculty Senate Chair, Vice Chair, Provost, and President was provided.
- September 19, 2019 -- The Joint Ad Hoc Committee for Graduate School/Council Governance in regard to Policy and Procedures presented their findings to the Faculty Senate. The President presented a summary of conclusions and actions to be taken (jointly developed with the Senate Chair and Vice Chair). The Faculty Senate voted to accept the report.

Additional changes to the University Manual recommended by this committee will be forthcoming.

**Changes to Chapter 3 of the University Manual**  
**The Colleges, Schools, and Divisions of the University**  
**3.30.10 – 3.30.17 The Graduate School**

Current Language

**3.30.12** The Dean shall be *ex officio* chairperson and a member of the Graduate Faculty, and the Graduate Council. S/he shall be the executive officer of both the Graduate Faculty and Graduate Council.

Revised Language

**3.30.12** The Dean is a member of the Graduate Faculty per 4.70.10 and shall be a non-voting *ex officio* member of the Graduate Council. The Dean shall be the executive officer of the Graduate Faculty.

Current Language

**3.30.13** The Dean shall transmit to the Faculty Senate actions of the Graduate Faculty requiring its approval; administer and enforce regulations pertaining to the conduct of graduate work and the granting of graduate degrees and certify to the Graduate Council the names of students who have satisfied requirements for degrees; administer the executive office of the Graduate School, maintain appropriate records, prepare the annual budget, make regular reports to the President and to the Graduate Faculty on the condition of the Graduate School; and perform other related duties necessary for the effective functioning of the Graduate School.

Revised Language

**3.30.13** The Dean shall transmit to the Faculty Senate actions of the Graduate Council and/or Graduate Faculty, as specified in Sections 5.65.30 – 5.65.37, requiring its approval; administer and enforce regulations pertaining to the conduct of graduate student work and the granting of graduate degrees and certify to the Graduate Council the names of students who have satisfied requirements for degrees; administer the executive office of the Graduate School, maintain appropriate records, prepare the annual budget, make regular reports to the President and to the Graduate Faculty on the condition of the Graduate School; and perform other related duties necessary for the effective functioning of the Graduate School.

Current Language

**3.30.14** Early in each academic year s/he shall prepare a list of the faculty members who qualify for membership on the Graduate Faculty; and shall coordinate and administer University graduate fellowship and scholarship programs. [#16-17-18](#)

Revised Language

**3.30.14** Early in each academic year, the Dean shall update the list of the Graduate Faculty members per 4.70.10 and shall coordinate and administer University graduate fellowship and scholarship programs. [#16-17-18](#)

## Changes to Chapter 4 of the University Manual

### The Graduate Faculty

#### 4.71.10 – 4.71.11 Powers

##### Current Language

**4.71.10 Powers** The Graduate Faculty, acting in accordance with the general objectives established by the Board of Governors and University policy as legislated by the Faculty Senate with the concurrence of the President, is responsible for the establishment of the policies, rules and regulations governing graduate studies. The major portion of its work is done by the Graduate Council, acting in accordance with the provisions of [5.65.10-43](#). However, the Graduate Faculty specifically retains the power to recommend candidates to the General Faculty for advanced degrees, to review decisions of the Graduate Council as provided in [5.65.40](#), to adjudicate disputes between the Dean of the Graduate School and a majority of the Graduate Council as set forth in [5.65.42](#) and to consider and act upon any matters within its jurisdiction brought before it by the Dean of the Graduate School or by petition to the Dean signed by 25 members of the Graduate Faculty.

##### Revised Language

**4.71.10 Powers** The Faculty Senate delegates the responsibility for the policies, rules, and regulations governing graduate studies to the Graduate Faculty, in accordance with the general objectives established by University policy as legislated by the Faculty Senate with the concurrence of the President. A significant portion of its work is done by the Graduate Council, acting in accordance with the provisions of [5.65.10-43](#). However, the Graduate Faculty specifically retains the power to recommend candidates to the General Faculty for advanced degrees, to review decisions of the Graduate Council as provided in [5.65.40](#), to adjudicate disputes between the Dean of the Graduate School and a majority of the Graduate Council as set forth in [5.65.42](#), and to consider and act upon any matters within its jurisdiction brought before it by the Dean of the Graduate School or by petition to the Dean signed by 25 members of the Graduate Faculty.

## Changes to Chapter 5 of the University Manual Committees of the University

### 5.65.10 – 5.65.43 The Graduate Council

#### Current Language

**5.65.10 The Graduate Council** shall comprise 19 representatives of whom 15 are faculty members (12 elected by the Graduate Faculty, one elected by the Library Faculty, and two appointed by the Dean of the Graduate School, three are graduate students and the nineteenth is the Dean of the Graduate School. Representation of the 13 elected members is as follows:

- Alan Shawn Feinstein College of Education and Professional Studies (1)
- College of Business (1) ([#17-18-26D](#))
- College of Engineering (1)
- College of the Environment and Life Sciences (1)
- College of Health Sciences (2)
- College of Nursing (1)
- College of Pharmacy (1)
- Graduate School of Oceanography (1)
- College of Arts and Sciences (3):

*Natural Sciences:* Chemistry, Computer Science and Statistics, Mathematics, Physics (1)

*Social Sciences:* Library and Information Studies, Political Science (1)

*Humanities:* Communication Studies, English, History, Modern and Classical Languages and Literatures, Music (1)

- University Libraries (1)

Graduate student members of the Graduate Council shall include the following: The President (or, at the discretion of the President, but not interchangeably, the Vice President) of the Graduate Student Association, serving for the academic year following his/her election or reelection; and two graduate students chosen by the Graduate Student Association to serve one-year terms, but eligible for one reelection. [#16-17-18](#)

#### Revised Language

**5.65.10 The Graduate Council** shall comprise 19 representatives of whom 15 are faculty members (12 elected by the Graduate Faculty, one elected by the Library Faculty, and two appointed by the Dean of the Graduate School, three are graduate students, and the nineteenth is the Dean of the Graduate School, who serves as a non-voting ex officio member. Representation of the 13 elected members is as follows:

- Alan Shawn Feinstein College of Education and Professional Studies (1)
- College of Business (1) ([#17-18-26D](#))
- College of Engineering (1)
- College of the Environment and Life Sciences (1)
- College of Health Sciences (2)
- College of Nursing (1)
- College of Pharmacy (1)

- Graduate School of Oceanography (1)
- College of Arts and Sciences (3):

*Natural Sciences:* Chemistry, Computer Science and Statistics, Mathematics, Physics (1)

*Social Sciences:* Library and Information Studies, Political Science (1)

*Humanities:* Communication Studies, English, History, Modern and Classical Languages and Literature, Music (1)

- University Libraries (1)

Graduate student members of the Graduate Council shall include the following: The President (or, at the discretion of the President, but not interchangeably, the Vice President) of the Graduate Student Association, serving for the academic year following his/her election or reelection; and two graduate students chosen by the Graduate Student Association to serve one-year terms, but eligible for one reelection. [#16-17-18](#)

Current Language

**5.65.16** Appointments by the Dean shall be for one three-year term, except when unexpired terms have to be filled by appointments. However, a faculty member appointed to an unexpired term shall be eligible to succeed himself/herself for one term.

Revised Language

**5.65.16** Appointments by the Dean of the Graduate School shall be for one three-year term. However, the faculty member appointed to an unexpired term shall be eligible to succeed himself/herself for one term.

Current Language

**5.65.18** An unexpired term in an elective post shall be filled by election by the appropriate faculty, or if an appointive post is vacated, by an appointment by the Dean.

Revised Language

**5.65.18** An unexpired term in an elective post shall be filled by election by the appropriate faculty or if an appointive post is vacated, by appointment by the Dean of the Graduate School.

Current Language

**5.65.19** An elected member of the Graduate Council shall not be reelected to succeed himself/herself, and one year shall elapse before such a faculty member shall become eligible for reelection. However, a faculty member elected to an unexpired term shall be eligible to succeed himself/herself for one term.

Revised Language

**5.65.19** An elected member of the Graduate Council shall not be reelected to succeed himself/herself, and one year shall elapse before such a faculty member shall become eligible for reelection. However, a faculty member elected to an unexpired term shall be eligible to succeed himself/herself for one term if duly elected.

Current Language

**5.65.20** The Dean of the Graduate School shall preside at meetings of the Graduate Council. When the Dean is absent, an Associate Dean of the Graduate School shall preside. The Administrative Assistant to the Vice Provost shall be the secretary.

Revised Language

**5.65.20** The Graduate Council shall elect a chair for a two-year term at the first meeting of the Graduate Council at the start of the academic year. The Chair shall lead the work and preside over the meetings of the Graduate Council. The Chair of the Graduate Council will work closely with the Dean of the Graduate School to develop agendas for the meetings of the Graduate Council. The Administrative Assistant to the Dean of the Graduate School shall be the Secretary for the Council. The Secretary shall be responsible for distributing agendas and minutes of the meetings of the Graduate Council to the Graduate Faculty under 5.65.24 and 5.65.25.

Current Language

**5.65.22** Special meetings of the Graduate Council shall be held upon the call of the Dean of the Graduate School, or at the request of two or more members of the Graduate Council, or by vote of the council at any regular or special meeting, or by request of 10 members of the Graduate Faculty.

Revised Language

**5.65.22** Special meetings of the Graduate Council shall be held upon the call of the Chair of the Graduate Council, or at the request of the Dean of the Graduate School, or at the request of two or more members of the Graduate Council, or by a vote of the Council at any regular or special meeting, or by request of 10 members of the Graduate Faculty.

Current Language

**5.65.23** Meetings of the Graduate Council shall be open to all members of the Graduate Faculty. Members of the Graduate Faculty may address the Graduate Council at the request of the council or with permission of the Dean granted prior to his/her calling the meeting to order.

Revised Language

**5.65.23** Meetings of the Graduate Council shall be open to all members of the Graduate Faculty. Members of the Graduate Faculty may address the Graduate Council at the request of the Council or with permission of the Chair of the Council granted prior to calling the meeting to order.

Current Language

**5.65.24** At least five days prior to each meeting of the Graduate Council, the basic agenda of the business to be conducted shall be mailed to members of the Graduate Faculty.

Revised Language

**5.65.24** At least 72 hours prior to each meeting of the Graduate Council, the basic agenda of the business to be conducted shall be provided to members of the Graduate Faculty.

Current Language

**5.65.25** Minutes of each meeting of the Graduate Council shall be mailed to all members of the Graduate Faculty within one week following the meeting.

Revised Language

**5.65.25** Minutes of each meeting of the Graduate Council shall be posted on the Graduate School's website within one week following the approval of the minutes.

Current Language

**5.65.26** A quorum of the Graduate Council shall be nine members, exclusive of the Dean of the Graduate School.

Revised Language

**5.65.26** A quorum of the Graduate Council shall be nine members, exclusive of the Dean of the Graduate School, who is a non-voting ex officio member.

Current Language

**5.65.40** The Graduate Faculty may review decisions made by the Graduate Council. Upon petition to the Dean of the Graduate School signed by 25 Graduate Faculty members and presented to him/her within 14 days, exclusive of recognized academic vacations, after the date of mailing of the minutes of the Graduate Council meeting, the Dean shall call a meeting of the Graduate Faculty, giving at least 10 days' notice thereof, exclusive of recognized academic vacations. At this meeting the decision or decisions objected to shall be the first items on the agenda. A majority vote of those present, provided that a quorum is in attendance shall be sufficient to approve, modify or reject the action of the Graduate Council. If a quorum is not present, the action of the Graduate Council shall stand approved.

Revised Language

**5.65.40** The Graduate Faculty may review decisions made by the Graduate Council. Upon petition to the Dean of the Graduate School signed by 25 Graduate Faculty members and presented to him/her within 14 days, exclusive of recognized academic vacations, after the date of posting of the minutes of the Graduate Council meeting, the Dean of the Graduate School shall call a meeting of the Graduate Faculty, giving at least 10 days' notice thereof, exclusive of recognized academic vacations. At this meeting, the decision or decisions objected to shall be the first items on the agenda. A majority vote of those present, provided that a quorum is in attendance, shall decide the matter. If a quorum is not present, the action of the Graduate Council shall stand approved .

Current Language

**5.65.41** Actions of the Graduate Council, other than those which must be approved by the Faculty Senate, the President, and/or the RI Office of the Postsecondary Commissioner, shall become effective 14 days (exclusive of recognized academic vacations) after the date of the mailing of the minutes of the meeting at which action was taken, said date to be printed on the minutes, unless a petition for review as described above in 5.65.40 shall be presented to the Dean of the Graduate School, or the Dean shall insert in the minutes a formal statement of disapproval. In the latter case, the procedure stated in 5.65.42 shall be followed.

Revised language

**5.65.41** Actions of the Graduate Council, other than those which must be approved by the Faculty Senate and the President shall become effective when signed by the Dean of the Graduate School, or the Dean shall insert in the minutes a formal statement of disapproval. In the latter case, the procedure stated in 5.65.42 shall be followed.

Current Language

**5.65.42** If the Dean of the Graduate School shall disapprove of any action voted by a majority of the Graduate Council, he/she shall place the item on the agenda for the next meeting of the council, noting his/her reason for so doing. If agreement between the Dean and the majority of the council is not reached at this second meeting, the item objected to by the Dean shall be made the first order of business at a special meeting of the Graduate Faculty. A majority of those present at the Graduate Faculty meeting, provided that a quorum is in attendance, shall decide the matter. If a quorum is not present, the action of the Graduate Council shall stand approved.

Revised Language

**5.65.42** If the Dean of the Graduate School shall disapprove of any action voted by a majority of the Graduate Council, the Chair of the Graduate Council shall place the item on the agenda for the next meeting of the Council, noting the reason for disapproval. If an agreement between the Dean and the majority of the Council is not reached at this second meeting, the item objected to by the Dean shall be made the first order of business at a special meeting of the Graduate Faculty. A majority of those present at the Graduate Faculty meeting, provided that a quorum is in attendance, shall decide the matter. If a quorum is not present, the disapproval of the action shall stand.