

**Bylaws  
of the Graduate Council  
of  
Indiana University**

*(adopted by action of the Graduate Faculty Council and the Graduate Faculty, May 3, 2010;  
last revised by the Graduate Faculty Council on April 18, 2016)*

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**Article I. Officers**

***Section 1.***

The officers of the Graduate Faculty Council (“*Council*”) shall be a Chairperson, Vice Chairperson, and Secretary. The Chairperson of the Council shall serve as the Presiding Officer.

***Section 2.***

- A. Chairperson, Vice Chairperson, and Secretary of the Council shall be elected each year by the Council. The officers constitute the Executive Committee of the Council and have the responsibility for determining Council meeting agendas.
- B. The responsibilities of the Chairperson include the following:
  - 1. To distribute both the agenda and information pursuant to it to the members of the Council in advance of its meetings.
  - 2. To receive in advance of meetings of the Council the reports by Council Committees.
  - 3. To refer agenda items to committees of the Council when necessary.
  - 4. To issue appropriate charges to the committees of the Council.
  - 5. To preside at Council meetings.
  - 6. To prepare annual reports at the end of the academic year of all policy decisions and recommendations approved by the Council.
- C. The responsibilities of the Vice Chairperson include the following:
  - 1. To preside at Council meetings when the Chairperson is unavailable.
  - 2. To conduct elections of chairpersons for each Graduate Council committee identified in Bylaw Article III.
  - 3. To conduct elections to the Council at the end of each academic year.
  - 4. To conduct elections of officers to the next Council at the last Council meeting of each academic year.
- D. The responsibilities of the Secretary include the following:
  - 1. To ensure that minutes of Council meetings are recorded and distributed to Council members.

2. To track graduate faculty membership and Council membership to ensure that appropriate representation is maintained.
3. To catalog and curate annual reports.

## **Article II. Elections**

### ***Section 1.***

Members of the Council shall be elected in accordance with the policies specified in the Constitution of the Graduate Faculty.

### ***Section 2.***

The Graduate Faculty groupings that constitute Council election units shall be specified in an appendix to these bylaws.

### ***Section 3.***

Each election unit shall be entitled to one Council representative for each one hundred and fifty (150) Graduate Faculty. Each unit shall have a minimum of one representative.

### ***Section 4.***

Nominations for representatives to any election unit may be made by any member of the Graduate Faculty. Nominees must be endorsed members of the Graduate Faculty. The Graduate Council shall appoint a Nominations Committee to review nominations and submit to the Council for approval a ballot consisting of two (2) nominees for each election unit. Graduate Faculty may vote for nominees in all election units within their campus.

## **Article III. Meetings**

### ***Section 1.***

The Council shall hold regular meetings on the third Monday of each month, from September through April, excluding December, at 3:30 pm. Meeting dates and times may be altered by prior approval of the Council.

### ***Section 2.***

The Chairperson of the Council shall be the Presiding Officer of the Council. In the Chairperson's absence, the Vice Chairperson shall be the Presiding Officer. If the Chairperson and Vice Chairperson are unable to preside, the Chairperson will designate a member of the Council to preside.

### ***Section 3.***

A quorum for the conduct of business shall be a majority of regular members of the Council.

### ***Section 4.***

Voting members of the Council or their alternates must be present to vote on Council business; each member or alternate present receives one vote.

## **Article IV. Committees**

### ***Section 1.***

The chairperson of each committee of the Council shall be elected members of the Council.

### ***Section 2.***

All committee reports shall be submitted in writing to the Chairperson of the Council.

### ***Section 3.***

The standing committees of the Graduate Council shall be the following:

#### ***A. Academic Policy Committee***

1. The Academic Policy Committee shall consist of at least five faculty members, including two from the Bloomington campus, two from the Indianapolis campus, and one from a regional campus. The Associate Dean for Academic Affairs of the University Graduate School and the Associate Dean of the University Graduate School at IUPUI will serve as ex-officio members.
2. It shall be the responsibility of this committee to make recommendations to the Council regarding development and review of academic policies of the University Graduate School.

#### ***B. Awards Committee***

1. The Awards Committee shall consist of at least five faculty members, including two from the Bloomington campus, two from the Indianapolis campus, and one from a regional campus.
2. The duties of the Awards Committee shall be to review applications for the annual award competitions administered by the School, and to review applications for external award competitions.

#### ***C. Graduate Initiatives Committee***

1. The Graduate Initiatives Committee shall consist of at least five faculty members, including two from the Bloomington campus, two from the Indianapolis campus, and one from a regional campus.
2. The duties of the Graduate Initiatives Committee shall be to review the current activities of the School and the Graduate Council and propose new initiatives as appropriate. The Committee shall also make recommendations to the Council regarding the introduction of new graduate degrees or graduate certificate programs developed on any campus in the Indiana University system.

#### ***D. Diversity Issues Committee***

1. The Diversity Issues Committee shall consist of at least five faculty members, including two from the Bloomington campus, two from the

- Indianapolis campus, and one from a regional campus.
2. The Graduate and Professional Student organizations at Bloomington and IUPUI shall be entitled to appoint one representative each to serve as ex-officio members of the Diversity Issues Committee.
  3. The duties of the Diversity Issues Committee shall be to review the current state of diversity within the graduate programs at IU, including both faculty and students. The Diversity Issues Committee develops goals for inclusion and diversity in the University Graduate School and advises the Dean and Associate Deans of the UGS on issues related to diversity and inclusion.

## **Article V. Implementation and Amendment**

### ***Section 1.***

The adoption of the Bylaws of the Council shall be by a two-thirds vote of the Council, following the approval of the Constitution of the Graduate Faculty by that body. The effective date of implementation shall be 1 July 2010.

### ***Section 2.***

The Bylaws may be amended by a two-thirds vote of the Council.

## **Article VI. Alternates, Temporary Replacement Members and Vacancies**

### ***Section 1.***

Members of the Council may appoint alternates to serve in their places at any meeting.

### ***Section 2.***

If an elected member will be absent for one or two semesters, the member shall identify an eligible replacement to serve in the member's place. The eligibility of the replacement member shall be verified by the Council.

### ***Section 3.***

In the event of a vacancy on the Council, a nominations committee shall be formed by the executive committee and a replacement shall be elected by graduate faculty in the affected unit.

## Appendix Indiana University Graduate Faculty Council Election Units

### Bloomington (1618; 11)

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#### BL-1 (265; 2)

Astronomy  
Biology  
Center for Exploration of Energy & Matter  
Chemistry  
Geological Survey  
Geological Sciences  
History and Philosophy of Science  
Mathematics  
Molecular & Cellular Biochemistry  
Physics  
Statistics

#### BL-3 (148; 1)

School of Medicine - Bloomington  
School of Nursing  
School of Optometry  
School of Public Health  
    Applied Health Sciences  
    Environmental Health  
    Epidemiology & Biostatistics  
    Kinesiology  
    Recreation, Parks, & Tourism  
School of Social Work  
Speech & Hearing Sciences

#### BL-6 (147; 1)

African-American & African Diaspora Studies  
Folklore & Ethnomusicology  
Linguistics  
Philosophy  
History  
Gender Studies  
Second Language Studies  
Classical Studies  
Religious Studies  
American Indian Studies  
American Studies

#### BL-2 (249; 2)

Anthropology  
Economics  
Geography  
Political Science  
Sociology  
Psychological & Brain Sciences  
Kinsey Institute  
Criminal Justice  
Media School  
    Cinema & Media Studies  
    Communication Science  
    Journalism  
    Media Arts & Production

#### BL-4 (239; 2)

Kelley School of Business  
School of Public & Environmental Affairs  
Mauer School of Law

#### BL-5 (195; 1)

Art Museum  
Jacobs School of Music  
School of Art & Design  
    Fine Arts-Studio  
    Apparel Merchandising & Interior Design  
Theater, Drama & Contemporary Dance  
Art History

#### BL-7 (168; 1)

Comparative Literature  
English  
French & Italian  
Germanic Studies  
School of Global & International Studies  
    African Studies  
    Central Eurasian Studies  
    East Asian Languages & Culture  
    International Studies  
    Near Eastern Languages & Culture  
    Russian & East European Institute  
Slavic & East European Languages & Cultures  
Spanish & Portuguese

#### BL-8 (207; 1)

School of Informatics & Computing  
    Computer Science  
    Informatics  
    Information & Library Science  
    Intelligent Systems Engineering  
School of Education  
Institute on Disability and Community

### Indianapolis (1401; 9)

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#### IN-1 (619; 4)

School of Medicine

#### IN-2 (161; 1)

School of Liberal Arts

#### IN-3 (149; 1)

School of Dentistry  
School of Health & Rehabilitation Sciences  
School of Nursing  
Fairbanks School of Public Health

#### IN-4 (136; 1)

School of Education  
School of Social Work  
Academic Affairs  
Herron School of Art & Design  
School of Informatics & Computing  
Physical Education & Tourism

#### IN-5 (129; 1)

Kelley School of Business  
Columbus Campus  
McKinney School of Law  
School of Public & Environmental Affairs  
Lilly Family School of Philanthropy  
**Library**  
**Executive**

#### IN-6 (207; 1)

School of Sciences  
School of Engineering & Technology

### Regional Campuses (723; 6)

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FW - Fort Wayne (144; 1)

SB - South Bend (187; 1)

E - East (62; 1)

NW - Northwest (121; 1)

SE - Southeast (139; 1)

Kokomo (70; 1)