

**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 March 19, 2018)*

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 Initiatives Committee shall 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, at 3:30 pm., with the following exceptions: because of holiday schedules, the Council does not meet in December; the Council will meet on the 4th Monday in January in recognition of Dr. Martin Luther King, Jr., Day. 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. As appropriate, the committee shall also make recommendations to the Council to amend the Constitution of the Graduate Faculty and to revise Council Bylaws.

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. All proposed amendments to the Bylaws must be submitted to the Graduate Initiatives Committee for detailed review and consideration; the Graduate Initiatives Committee will then present the proposed changes, along with the committee's recommendation, to the full Council for their consideration.

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)

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-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-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-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-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-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)

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)

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)

