BYLAWS OF THE GRADUATE COLLEGE
UNIVERSITY OF ILLINOIS AT CHICAGO

Approved May 12, 1988, Amended May 10, 1989, Amended May 20, 1991,
Amended April 16, 1992, Amended April 12, 1993, Amended April 11, 1994,
Amended April 10, 1995, Amended April 17, 2002, Amended April 15, 2009,
Amended April 18, 2012

Article I: Name and Object.

Section 1. The name of this college is the University of Illinois at Chicago Graduate
College herein called Graduate College.

Section 2. The objectives of the Graduate College are prescribed by the University
of Illinois Statutes. These Statutes state that “it is the responsibility of the
Graduate College to develop and safeguard standards of graduate work
and to promote and assist in the advancement of research in all fields.”

The Graduate College recognizes that the standards of academic
excellence must remain at the highest level consistent with individual
unit standards. Standards will be maintained without discriminating
against a faculty member on unlawful grounds and without limiting the
University of Illinois' guarantee of academic freedom and equal
opportunity.

Article II: Membership.

Section 1. The faculty of the Graduate College shall be prescribed by the University
of Illinois Statutes. Ex officio members include the President, the
Chancellor, the Vice Chancellor for Academic Affairs, the Vice
Chancellor for Health Affairs, and the Graduate Dean. Faculty
membership in the Graduate College is granted by the Dean of the
Graduate College or his/her designee on behalf of the Executive
Committee of the Graduate College. Standards for admission to
membership in the Faculty of the Graduate College shall be determined
jointly by the Graduate Dean and the Executive Committee subject to
Graduate Faculty review. Full and associate membership may be granted
for the term of employment by the University to faculty members at the
rank of Assistant Professor and above who meet the standards for
admission and who continue to fulfill their responsibilities as Graduate
Faculty. Members need not hold appointments in departments with
Graduate College programs. Members vote in the division of the
Graduate College which the unit of their primary academic appointment
selects as its primary affiliation. (See Article III, Section 2 for a
description of the four divisions.) Members may affiliate with additional
divisions at their option. Only full members may vote.

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Section 2, which does not reflect current practice. See that article
for further comments.
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Section 2. Responsibilities of the Graduate Faculty include (1) establishing and maintaining high quality graduate education and research programs within the academic units of the University, (2) developing and teaching of graduate level courses and curricula, (3) advising graduate students, (4) serving on examination committees as a member, director of research, and/or chair, (5) electing members of the Graduate College Executive Committee, (6) serving on Graduate College committees, and (7) providing advice to the Graduate Dean and the Executive Committee.

Section 3. Nominations for Membership. In departments or other equivalent units with a graduate program, nominations for membership shall be made by the Executive Officer of the unit.

Section 4. Categories of Membership. There are four categories of faculty membership in the Graduate College:

1) Full Membership: Full membership is granted for the term of employment to tenured or tenure track faculty who are nominated by a UIC department that houses a program under the umbrella of the Graduate College who have been recommended by the department or other teaching or research divisions and approved by the Graduate Dean. In the College of Medicine recommendations for full membership are limited to appointments in the Research Track.

Full Membership Privileges

- Full members who have attained tenure are eligible to serve on the Graduate College Executive Committee. All full members are eligible to serve on the Awards Committee, serve as a primary advisor for graduate students and be the chair or a member of student committees. All full members hold voting rights, and only full members are eligible to vote in Graduate College elections and at Graduate College faculty meetings.

2) Associate Membership: Associate members are typically clinical track or non-tenure system faculty whose program wishes to grant them the right to serve as primary advisors to students in that program. Once appointed, associate members retain their memberships so long as they continue to meet the criteria to fulfill their responsibilities as Graduate Faculty (See Article II, Section 2). Associate membership is granted upon recommendation to the Graduate Dean by the Executive Officer of the department or equivalent unit. The nominating department must take a vote of the Full members of the Graduate Faculty on the question of the candidate’s membership. The results of that vote must accompany the membership request. In exceptional circumstances, distinguished individuals without a UIC appointment may be proposed for associate membership and approved for a fixed term.

Associate Membership Privileges

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- Commented [SK8]: Delete: Clarification in relation to Section 5
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- Commented [SK9]: Word change: for clarification
- Commented [SK10]: Delete: Change to reflect actual practice
- Commented [SK11]: Add: for clarification
- Commented [SK12]: Added for clarification at the request of the Executive Committee. This reflects current and long-time practice.
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- Commented [SK13]: Reiteration from Section 1 added
- Commented [SK14]: Delete “s”
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- Commented [SK16]: Add: for clarification
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- Commented [SK17]: Added for clarification at the suggestion of the Executive Committee. This reflects practice.
Associate members are eligible to serve as a primary advisor for graduate students and be a member, but not chair, of student committees.

3) Adjunct Membership: Adjunct members are typically UIC faculty or other employees who possess expertise that makes it likely and desirable for them to serve repeatedly on graduate student committees. Adjunct members must be UIC employees. They are appointed for three-year (renewable) terms through a recommendation to the Graduate Dean from the Executive Officer of the department or equivalent unit.

**Adjunct Membership Privileges**

Adjunct members are eligible to serve as a member of student committees, but not as advisor or chair.

4) Courtesy Membership: Courtesy members are typically non-UIC employees who possess some expertise that makes them desirable members of a particular graduate student committee. **There are two types of courtesy membership:** (A) Courtesy members who are appointed to sit on a specific committee, and need to be reappointed for each committee; (B) courtesy members who will most likely be re-occurring members of committees due to an expertise they possess that is useful to the department, and are appointed to one year terms. Courtesy members are appointed through a recommendation to the Graduate Dean from the Executive Officer of the department or equivalent unit.

5) Retired faculty with full or associate membership automatically retain their memberships at the same level for three years after retirement. In special cases membership can be extended upon request to the Graduate Dean by the Executive Officer attesting to the fact that the nominated faculty is still active in graduate education.

Section 5. **Changes in Graduate College Membership:**

1) A Graduate Faculty member may resign from the Graduate Faculty voluntarily by submitting a letter of resignation to the Dean of the Graduate College.

2) A faculty member who resigns from the University is automatically terminated from membership in the Graduate Faculty unless the unit asks that the faculty member continue for a specified period of time.

3) A member may be removed from the Graduate Faculty if the member has been grossly neglectful of, or grossly inefficient in, the performance of responsibilities as a Graduate Faculty member as enumerated under Article II section 2. A motion for sanction or removal may be made by the unit executive officer, or may be initiated by the Dean of the Graduate College, and must state reasons for the action. The faculty member under consideration

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for sanction or removal will be given the opportunity to provide a written statement in response to the motion. The motion and the faculty statement will be considered by the Graduate College Executive Committee and the Dean of the Graduate College. The Dean shall make the decision on sanction or removal, which may be appealed to the Provost and Vice Chancellor for Academic Affairs.

Article III: Definition of Graduate Programs.

Section 1. The Graduate College shall have jurisdiction over all programs leading to doctoral and masters’ degrees, as determined by Senate action and approved by the Board of Trustees. The Senate and the Board of Trustees shall have the advice of the Graduate College Executive Committee regarding a change in status with regard to Graduate College jurisdiction for any post-baccalaureate program.

Section 2. Program Areas Within the Graduate College.

Programs under Graduate College jurisdiction are divided into the following four divisions: 1) Arts and Humanities, 2) Engineering, Mathematics, and Physical Sciences, 3) Life Sciences, and 4) Behavioral and Social Sciences. Programs which bridge two or more of the divisions may request oversight by all relevant divisions, but must choose a voting affiliation.

Article IV: Administration.

Section 1. As prescribed by the University of Illinois Statutes, “the college shall be governed in its internal administration by the faculty.” The responsibilities of the Graduate Faculty and the Graduate College Executive Committee are described in Articles V and VI.

Section 2. The Graduate Dean. The Dean of the Graduate College is the principal administrative officer of the Graduate College. The duties of the Graduate Dean include those of chief executive officer of the Graduate College; the Graduate Dean shall preside at meetings of the Executive Committee and of the Faculty, and call meetings of these bodies as is deemed proper necessary. The Graduate Dean shall appoint members to standing subcommittees of the Executive Committee and any ad hoc committees. The Graduate Dean shall formulate and present policies to the Executive Committee and the Faculty for their consideration and shall perform other appropriate duties prescribed in the University of Illinois Statutes.

Section 3. The Graduate Dean may delegate the duties described in these bylaws to a senior staff member.
Article V: The Executive Committee

Section 1. There shall be an Executive Committee of the Graduate College as prescribed by the University of Illinois Statutes. The Executive Committee shall be the agency of formulation of Graduate College policies and shall act for the Faculty of the Graduate College in all matters, subject to final approval by the Faculty. It shall advise the Graduate Dean on all matters brought before it. These matters include but are not limited to policies relating to graduate education, approval and review of graduate courses, curricula, programs and their interrelation, faculty membership and other personnel matters, and issues affecting the relationship between graduate education and research. The Executive Committee has the responsibility to take initiative to foster the development and insure the quality of graduate education.

Section 2. Executive Committee Membership. The Executive Committee shall consist of the Dean of the Graduate College, or his/her designee, and fourteen full members of the Graduate Faculty who have achieved the rank of Associate Professor or Professor, eight elected and six appointed. Members serve for two years, with seven members chosen each year. Four new members shall be elected by the Graduate Faculty each spring, one from each of the divisions. Three members shall be appointed by the Chancellor on the recommendation of the Graduate Dean, arrived at in consultation with the current and newly elected members. Members shall not serve more than two terms in succession, and no more than one member from a single department or equivalent degree granting unit may serve simultaneously.

Section 3. Nomination and Election Procedures. Each year, at the beginning of the Spring Semester, a notice will be mailed to all tenured full members, asking whether they would be willing to serve on the Executive Committee. A secret ballot for each division consisting of all those who respond positively to the notice will be mailed to all full members in the division. The two candidates receiving the most votes from each division (and additional names in the event of tie votes) will be placed on the sample ballot mailed to the entire graduate faculty with the agenda for the annual spring meeting. Candidates who hold joint faculty appointments will be classified under the department of their primary appointment. The candidates will be placed on a sample ballot which will be posted to the Graduate College website, along with the agenda for the annual spring meeting. An announcement with the website URL will be emailed to the full members of the Graduate Faculty. At the meeting, nominations from the floor must be supported by a petition for nomination signed by at least ten (10) persons holding a graduate faculty appointment and by a statement of the candidate's willingness to serve. Oral nominations will be accepted if there is a statement from the nominee attesting to the
candidate’s willingness to serve, and approved by those present. After the faculty meeting, a final secret ballot will be mailed to the graduate faculty. Shortly after the final ballot is ratified at the annual faculty meeting, the online ballot will be posted and online voting announced via email. All full members are entitled to a single vote for candidates in each of the four divisions.

Section 4. Vacancies. Should an elected member of the Executive Committee resign, the Graduate Dean shall appoint as his/her replacement to fill out the unexpired term the person from the relevant division who received the next highest vote total in the previous election. If there is no available candidate, the Graduate Dean shall appoint a qualified replacement to fill out the unexpired term.

Article VI: Graduate Faculty Meetings.

Section 1. One regular meeting of the Graduate Faculty shall be held each Spring. Special meetings of the Graduate Faculty may be called at the Graduate Dean’s discretion or at the discretion of the Executive Committee, or upon written request to the Graduate Dean, signed by twenty-five Graduate Faculty members. Business at such a meeting shall be limited to items specified in the call for the meeting.

Section 2. A written notice of any regular meeting or special meetings of the Graduate Faculty shall be sent to all Graduate Faculty members at least two weeks prior to the date of the meeting.

Section 3. A quorum for any duly called meeting of the Graduate Faculty shall consist of those members present and eligible to voting.

Section 4. Faculty meetings shall be conducted according to Robert’s Rules of Order, Newly Revised.

Article VII: The Awards Committee

Section 1. There shall be a Graduate College Awards Committee. The Committee shall advise the Graduate Dean on the selection of graduate fellows and on other graduate student financial support issues.

Section 2. Awards Committee Membership. The Graduate College Awards Committee shall be composed of the Graduate Dean or his/her designee and sixteen elected members [four per division] who shall serve three year staggered terms. In addition, the Graduate Dean shall appoint two members per division to serve one-year terms after the election to balance the constituency of the divisional subcommittees. Awards Committee members must be full members of the Graduate Faculty. Two members of the same department or program may not serve simultaneously.

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Section 3. Nomination and Election Procedures. Nomination and election procedures shall parallel those for the Executive Committee. Notices shall go to all full members, and the number of votes to be cast in each division on the general ballot shall be determined on the proportional principle stated in Article V, Section 3.

Article VIII: Amendments.

Section 1. Any proposal for amendment or amendments of these bylaws may be made by the Executive Committee or by written request signed by twenty-five full Graduate Faculty members. Such a proposal shall be submitted to all full members at least two weeks before prior to a meeting of the Graduate Faculty. For adoption, bylaw amendments must receive a two-thirds majority of the votes cast by full members present at a Graduate Faculty Meeting.
**GRADUATE COLLEGE DIVISIONAL COMMITTEES**

### BEHAVIORAL AND SOCIAL SCIENCES

<table>
<thead>
<tr>
<th>Department</th>
<th>Programs</th>
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<tbody>
<tr>
<td>Accounting</td>
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<tr>
<td>Anthropology</td>
<td>[Learning Sciences]*</td>
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<tr>
<td>Business Administration</td>
<td>[Neuroscience]*</td>
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<tr>
<td>Communication</td>
<td>Political Science</td>
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<tr>
<td>Criminology, Law, &amp; Justice</td>
<td>Psychology</td>
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<td>Economics</td>
<td>Public Administration</td>
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<td>Education</td>
<td>Social Work</td>
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<td>Environmental &amp; Urban Geography</td>
<td>Sociology</td>
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<td>Finance</td>
<td>Urban Planning &amp; Policy</td>
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<tr>
<td>Latin American &amp; Latino Studies</td>
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### ENGINEERING, MATHEMATICS AND PHYSICAL SCIENCES

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<th>Department</th>
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<tr>
<td>Bioengineering</td>
<td>Electrical &amp; Computer Engineering</td>
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<td>Chemical Engineering</td>
<td>Information &amp; Decision Sciences (MIS)</td>
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<tr>
<td>Chemistry</td>
<td>Mathematics, Statistics, &amp; Computer Science</td>
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<td>Civil &amp; Materials Engineering</td>
<td>Mechanical &amp; Industrial Engineering</td>
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<td>Computer Science</td>
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<td>Earth &amp; Environmental Sciences</td>
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### ARTS AND HUMANITIES

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<td>Slavic &amp; Baltic Languages &amp; Literatures</td>
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<td>French &amp; Francophone Studies</td>
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<td>Germanic Studies</td>
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### LIFE SCIENCES

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<th>Department</th>
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<tr>
<td>Anatomy &amp; Cell Biology</td>
<td>[Neuroscience]*</td>
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<td>Biochemistry &amp; Molecular Genetics</td>
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<td>Occupational Therapy</td>
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<td>[Oral Sciences]</td>
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<td>Kinesiology &amp; Nutrition</td>
<td>Physical Therapy</td>
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<tr>
<td>[Learning Sciences]*</td>
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<td>Medical Laboratory Sciences</td>
<td>Public Health Sciences</td>
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<td>[Rehabilitation Sciences] (PhD)</td>
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<tr>
<td>Microbiology &amp; Immunology</td>
<td>Surgery</td>
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Listed above are departments that house a graduate degree program within the Graduate College. Programs that house graduate programs and are not in departments are designated as such - [ ] = Programs

* = Interdisciplinary programs that have faculty from more than one division; Faculty’s home department determine appropriate division.

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Commented [SK46]: This listing has not been updated for quite some time. There are many new departments and division name changes. Also, the bylaws state that Graduate College faculty can only be nominated by the chief executive officer of a department or program that houses a graduate degree, so listing programs that do not house a degree is not necessary.

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