

SCHOOL OF GRADUATE STUDIES
FACULTY ASSEMBLY MEETING MINUTES
December 5, 2008

- I. The meeting was called to order at 1:00 PM by Dr. Gretchen Caughman.
- II. The minutes of the April 14, 2008 Graduate Faculty Assembly meeting were considered and approved as written.
- III. Amendments to the Graduate Faculty Assembly Bylaws
Dr. Caughman stated that one of the MCG University Faculty Senate's ongoing goals is to strengthen the interaction and communication between individual schools' faculty governing bodies and the Executive Committee of the University Faculty Senate. Because of this, a revision of the MCG General Faculty Assembly Bylaws was proposed to stipulate that the elected faculty President, Chair, Vice-Chair, or Chair Pro tem of each school's faculty governance body would serve as that school's representative member of the Executive Committee.

As an interim solution for the School of Graduate Studies, Dr. Wendy Bollag, current SGS representative to the Executive Committee, was appointed as Graduate Council Chair Pro Tem. However, since this position is not specified in the current Graduate Faculty Assembly Bylaws, the leadership position needed to be considered in the next Bylaws review and revision.

The Bylaws are reviewed on a three-year cycle, with the last review occurring in 2005. Therefore, an ad hoc Bylaws Review Committee was appointed from the Graduate Council membership, consisted of Drs. Dave Hill (chair), Sandy Turner, and Robert Gibson. Dr. Caughman thanked them for their work in reviewing the Bylaws and recommending the revisions for the Assembly's consideration.

Today's meeting was called to present and discuss the proposed Bylaws revisions. Some of the substantive revisions are:

- **Student membership on the Graduate Council:** since it has not always been possible to identify a masters student who could participate regularly in this role, the Bylaws would now read "...if possible, one masters and one doctoral level."
- **Graduate Council Chair position and SGS representatives to the University Faculty Senate:** The position of chair would be a two-year elected position with the individual serving the first year as Chair-elect and the second year as Chair. The Chair/Chair elect is not eligible to serve a second consecutive (2 year) term.

The Chair-elect will be nominated and elected by the Council's voting members at the first Graduate Council meeting of the academic year. Voting Council members who have 2 or 3 years remaining in their terms are eligible for nomination.

In the Chair's absence, the Chair-elect will preside at meetings of the Graduate Council. The Chair will also serve as the Graduate Council's representative on the MCG Academic Council's Executive Committee.

The Council members also will nominate and elect as needed a Council member to serve a three-year term as one of the School of Graduate Studies representatives to the MCG University Faculty Senate.

- **Elections:** The Graduate Council shall be composed of members elected by electronic ballot from members of the Graduate Faculty.
- **Amendments to the Bylaws:** If a motion is passed, an electronic ballot to approve the proposed amendment(s) will be sent to all Graduate Faculty members.

A motion to approve the Bylaws revisions as presented was made and seconded. A ballot will be sent to the Graduate Faculty by e-mail; passage of the motion requires a majority vote.

Dr. Turner asked that the Bylaws reflect the very recently updated name of the institution-wide faculty organization, University Faculty Senate, rather than Academic Council.

IV. Other Business
None

V. Adjournment
There being no other business, the meeting was adjourned at 1:15 PM.