

## **Codification of LSU A&M Graduate Council Policies (revised 5/2014)**

### **Role of the Council**

The Graduate Council is an advisory panel to the Dean of the Graduate School, and may advise the Dean on any subject with which s/he deals. This includes, but is not limited to, reviewing requests for new graduate degree programs or changes in existing degree programs, reviewing requests for concentrations, reviewing the rules and regulations of the Graduate School and/or suggesting revisions thereto. In addition, the Graduate Council reviews nominations for Graduate Faculty membership and reviews and recommends certain graduate student awards. A subcommittee of the Graduate Council serves as the faculty advisory committee to the Provost (see PS-36T).

### **Membership on the Graduate Council**

The Graduate Council will represent the breadth of disciplines on the LSU campus. In order to insure faculty input in the process of selecting Graduate Council members, the dean's advisory body of each college (typically an elected group of faculty – the college senate, college executive or planning committee) will advise the dean on recommendations for appointment to the Graduate Council. The mechanism for providing this advice will vary from college to college. The college deans will recommend candidates to the Dean of the Graduate School, who will then recommend candidates to the Provost & Executive Vice Chancellor, who will make the final appointment. Each college will have, at least, one representative on the Graduate Council. The colleges with greater than 400 enrolled graduate students will have two members. If a college's member of the Graduate Council cannot serve in a given semester, the dean of the college will appoint an interim member for the semester.

Council members should be full members of the graduate faculty, with rank of Professor, whose percentage of effort does not include administrative duties. Each member of the Graduate Council serves a five-year term, with the terms being staggered so that, at the beginning of each academic year, several members leave and several join the Council. The Dean of the Graduate School, the Associate Dean of the Graduate School, and the Vice Provost for Academic Programs, Planning, and Review are *ex officio* members and attend each meeting. The Assistant to the Dean of the Graduate School serves as meeting secretary. The Assistant Dean of the Graduate School attends meetings to advise on policy and procedures.

### **Procedures of the Graduate Council**

The Graduate Council generally meets at least once a month during the academic year. It does not normally meet during vacations or during the summer. The time and place of the meetings are determined each semester to best fit the schedules of the Council members. A quorum (simple majority of current membership) is required for all Council and subcommittee votes. Some votes may be conducted by email, if such a ballot is approved by a majority of the Council.

Members of the Graduate Council will elect from themselves a Chair, who will serve a one-year term. Each year, the Council will elect an Associate Chair, who serves as Chair in case of absence, then becomes the Chair of the Council in the subsequent year. The Council Chair, Associate Chair, Dean, and Assistant to the Dean will create the agenda for Council and subcommittee meetings and electronically post information to the Council.

In order to insure that issues which come before the Graduate Council receive appropriate attention, Graduate Council members must attend meetings regularly. At the discretion of the Dean of the Graduate School, members may be replaced due to failure to participate in meetings of the full Graduate Council and/or its sub-committees. In this case, the dean of the affected college will recommend a replacement (subject to the standard procedure of recommendation by Graduate Dean and approval of the Provost and Executive Vice Chancellor) who will complete the term of the Council member.

Most actions of the Graduate Council are part of a public record and as such the minutes of each meeting, after approval by the Council and redaction of any personnel issues, are publically available on the Graduate School web pages.

	Enrolled	MS Degrees	PhD Degrees	T & T-T	Enr/Fac	MS/Fac	Doc/Fac	Deg/Fac	Ndeg/Fac
AGR	339	59	30	129	2.63	0.46	0.23	0.69	1.16
A&D	127	38	0	54	2.35	0.70	0.00	0.70	0.70
BUS	594	269	14	73	8.14	3.68	0.19	3.88	4.26
HSE	998	389	29	90	11.09	4.32	0.32	4.64	5.29
ENGR	661	110	61	136	4.86	0.81	0.45	1.26	2.15
Grad Sch Non-Matric	127								
HSS	644	128	57	225	2.86	0.57	0.25	0.82	1.33
MassComm	86	15	3	26	3.31	0.58	0.12	0.69	0.92
MDA	224	48	24	60	3.73	0.80	0.40	1.20	2.00
SCE	119	15	8	39	3.05	0.38	0.21	0.59	1.00
SCI	553	91	72	215	2.57	0.42	0.33	0.76	1.43
VET MS/PhD	58	5	7	65	0.89	0.08	0.11	0.18	0.40
TOTAL	4,530	1,167	305	1,112	4.07	1.05	0.27	1.32	1.87

Notes

- 1 AGR includes many faculty with small % appointments in A&M
- 2 VET includes many faculty in clinical and DVM programs
- 3 A&D has no PhD programs
- 4 Ndeg assumes a two-year masters and six-year doctoral program, thus weights of 3x for doc degrees