

## **1.7.2.17 Graduate Council**

(This was moved from section 1.6.6.6.)

### **1.7.2.17.1 Constitution of the Graduate Council**

#### **Article I: Name**

Graduate Council

#### **Article II: Mission**

Graduate programs at Ithaca College provide advanced study in specific fields based on the recognition that effective leadership in these fields requires additional knowledge and specialized skills beyond the baccalaureate level. Graduate education at Ithaca College involves the attainment of both an extended and more sophisticated knowledge of the discipline. In the course of graduate study, students enhance their ability to apply new skills and information to challenging professional situations. Graduate study in these disciplines fosters the qualities that characterize an educated person and skilled professional: logical interpretation and application of information; independent thought; intellectual and creative initiative; and an informed approach to problems and situations.

#### **Article III: Function of the Graduate Council**

The Graduate Council determines and recommends to the provost and vice president for educational affairs policies and procedures in the general administration and conduct of graduate education in general and graduate programs in particular. The council is responsible for reviewing and recommending curricula, setting policies and procedures related to graduate education, determining the eligibility of candidates for degrees, and prescribing the conditions on which degrees are awarded.

#### **Article IV: Bylaws**

The council shall have the authority to make bylaws on such matters as membership, meeting procedures, voting, elections, committees, and other organizational matters and needs of the council. Such bylaws may not be in conflict with the charter or bylaws of the Ithaca College Board of Trustees or any other governing group recognized by the Board of Trustees of Ithaca College.

#### **Article V: Amendments to the Constitution**

Amendments to the constitution of the Graduate Council may be proposed to the council at any time by any member. If necessary, the council may choose to establish an ad hoc committee to address issues surrounding the proposal. The proposal must be submitted to all council members at the regularly scheduled council meeting prior to the meeting at which the proposal will be

considered for a vote. The constitution can be amended by a two-thirds vote of approval by the Graduate Council. To accommodate this procedure, absentee votes by ballot are required from members who wish to vote and are unable to attend the meeting. Such ballots are to be delivered to the council chair prior to the meeting at which the amendment is being considered. The council must assure the proposal does not conflict with the Ithaca College governance structure as found in section 1.6 of the *Ithaca College Policy Manual*.

#### **1.7.2.17.2 Bylaws of the Graduate Council**

##### **Article I: Membership**

Membership on the Graduate Council includes a chair of the council, deans (or their designee), of the schools offering graduate programs, and the chair/director of each graduate program. A representative from the office of the provost, office of admission, and office of the registrar will serve on the council as ex-officio non-voting members.

Graduate council members will elect a chair by majority vote. The election will take place during the spring semester before the academic year in which new chair takes office. The chair will serve a 1 year term and may be reelected without term limits.

##### **Article II: Policy Changes**

The council reserves the right to change any graduate policy stated in this policy manual and the [Ithaca College Graduate Catalog](#), and to add and delete courses as it deems necessary without prior notice. The graduate programs at Ithaca College are registered with the New York State Education Department.

##### **Article III: Amendment Procedures**

Follow procedures as outlined in Article V (found above) of the Constitution of the Graduate Council.

##### **Article IV: Voting**

Each member of the council is a voting member except the representatives from the office of the provost, office of admission, and office of the registrar. A majority of the voting members constitutes a quorum. Approval of motions, other than amendments to the constitution or bylaws, requires a majority vote of the quorum.