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THE UNIVERSITY OF BRITISH COLUMBIA

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3 May 2011

To: Vancouver Senate

From: Faculty of Graduate Studies

RE: **Faculty of Graduate Studies Council Membership (approval)**

The Faculty of Graduate Studies recommends that, after due consideration of the supporting material provided in this package, the Senate act as follows.[1]

Motion 1: *That Senate amend the means for selecting faculty members to serve on the Graduate Council as set out in detail below, under the heading, "Selection of Faculty Representatives on Graduate Council."*

Motion 2: *That Senate amend the formula for allocation of faculty members to the Graduate Council as set out in Appendix A, under the heading, "Allocation Formula for Faculty Representation on Graduate Council."*

Note: Motions 1 and 2 require a vote of two-thirds majority to be carried.

Motion 3: *That Senate receive the proposed allocation of Faculty Members to the Graduate Council, effective 1 July 2011, as shown in the table in Appendix A, under the heading, "Allocation of Faculty Members to the Graduate Council (Effective 1 July 2011)."*

Motion 4: *That Senate direct the Graduate Council:*

1. *To review the allocation of faculty members to the Graduate Council every five years effective 1 July 2011;*

2. *To adjust the membership of the Graduate Council accordingly; and*

3. *To provide the results of such reviews and adjustments to Senate for information.*

[1] The Faculty of Graduate Studies recommendations to Senate are subject to approval by the Graduate Council, with Council consideration for approval anticipated to occur on May 12, 2011.

Historical Background

The legislative and administrative authority of the Faculty of Graduate Studies over graduate programs of study is vested in the Graduate Council by the Faculty of Graduate Studies and Senate. The Council was established in 1986. When it was founded, the Council had 50 elected faculty members, representing each Faculty involved in graduate education. In 1990, faculty representation on the Graduate Council was expanded from 50 to 75 members, distributed using a formula which allocated representatives among the Faculties in proportion to the number of faculty members who are also members of the Faculty of Graduate Studies and the size of the graduate student body. (Student representation on the Council was also increased in the proportion to the increase in faculty membership, from 6 to 9 members, to be allocated among Faculties according to the size of the graduate student body of each Faculty. In 2006, student representation to the Council was increased further to 14 members.) The allocation formula was updated in 2006, on the understanding that it would be reviewed five years hence.

Selection of Faculty Representatives on Graduate Council

The bylaws of the Graduate Council require that the 75 seats for faculty members be filled by elections. In a number of Faculties, the number of candidates has consistently been so small that all the nominees are elected by acclamation rather than by voting. The Graduate Council suggests amending its bylaws to simplify this process. Elections will still be allowed, but not required.

The proposal also advances the deadline for determining Graduate Council membership by two months. Typically the Council meets in late September each year, and it is ideal to settle the membership before the first meeting.

Proposed Bylaws	Existing Bylaws
I. Membership **1. Faculty Members (75 selected members +2 senators)** a) The Faculties shall **select up to** 75 members using the formula described in **Appendix A**. Only members of the Faculty of Graduate Studies will be eligible **to serve on** the Graduate Council. b) The Graduate Council shall review the distribution of **selected** members every five years and make appropriate changes. c) Faculty members of Senate elected by the Faculty of Graduate Studies shall serve as members-at-large (two at present). d) Each Faculty shall determine its own procedures for **selecting** its representatives (see 1.a). **In cases where representatives are chosen by an election, only members of the Faculty of Graduate Studies will be eligible to vote.** e) The number of **selected** representatives under 1.a) shall be fixed at 75; only the distribution can change. f) The **selection** of faculty members shall be completed by **August 15.**	**I. Membership** **1. Faculty Members (75 ~~elected~~ members +2 senators)** a) The Faculties shall **~~elect~~** 75 members (74 at present) using the formula described in ~~Redistribution of Faculty membership in Graduate Council~~. Only members of the Faculty of Graduate Studies will be eligible **~~to vote or be elected to~~** the Graduate Council. b) The Graduate Council shall review the distribution of ~~these~~ **~~elected~~** members every five years and make appropriate changes. c) Faculty members of Senate elected by the Faculty of Graduate Studies shall serve as members-at-large (two at present). d) Each Faculty shall determine its own procedures for **~~electing~~** its representatives (see 1.a). e) The number of **~~elected~~** representatives under 1.a) shall be fixed at 75; only the distribution can change. f) The **~~election~~** of faculty members shall be completed by **~~October 15~~**.

Respectfully submitted,

Dr. Philip Loewen,
Associate Dean, Graduate Program and Policy Review
Faculty of Graduate Studies

Appendix A:

Allocation formula for Faculty Representation on Graduate Council

The 2006 formula for dividing the 75 faculty seats on the Graduate Council between Faculties was based on a lookup table designed before the recent increase in graduate student enrolment. We propose a more robust replacement, as follows.

Of the 75 selected Faculty seats on the Graduate Council, one seat is assigned to each disciplinary Faculty or functional equivalent, excluding the Faculty of Graduate Studies. This step assigns 12 seats. The remaining 63 positions are then divided between Faculties (or functional equivalents, including the Faculty of Graduate Studies) in proportion to the number of graduate students in each Faculty. This calculation is based on Full-Time Equivalent [FTE] student numbers effective November 1 in the year preceding the reallocation.

Allocation of Faculty Members to the Graduate Council (effective 1 July 2011)

FACULTY	Graduate Student FTEs (1 Nov 2010)	Proposed Dist Effective 1 July 2011	2007-11 Dist	Change
Applied Science	1339	**11**	10	+1
Arts	1749	**15**	14	+1
CFIS	578	**6**	5	+1
Dentistry	42	**1**	2	-1
Education	1160	**10**	11	-1
Forestry	225	**3**	3	0
Graduate Studies	77	**1**	0	+1
Land & Food Systems	160	**2**	2	0
Law	81	**2**	2	0
Medicine	1126	**10**	10	0
Pharmaceutical Sciences	53	**1**	2	-1
Commerce	90	**2**	3	+1
Science	1271	**11**	10	+1
TOTAL	**7873**	**75**	**74**	**+1**