

CULTURAL STUDIES GRADUATE GROUP BYLAWS

I. Objective

The objective of the Graduate Group is to bring together faculty and graduate students interested in Cultural Studies and to maintain a rigorous graduate curriculum in this discipline leading to the degrees of Master of Arts and of Doctor of Philosophy in Cultural Studies. We define Cultural Studies as an interdisciplinary approach to the study of culture and society which assumes that language, gender, race, sexuality, nationality, and class organize identities, complex relations and cultural objects and which assumes that the study of culture in all of its complexity requires cross disciplinary work.

II. Membership

1. Criteria for membership

Members in the Group hold an appropriate academic title as a member of the Academic Senate of the University of California or as Lecturer, Specialist, Researcher or Professor Emeritus. Variable unit courses, including 299 courses, must be actively supervised by an officer of instruction who holds a lecturer or professorial title.

Members have an active interest in some aspect of Cultural Studies and an active research program that meets the expectations of the University of California in order to provide appropriate guidance to graduate students. All members are considered equal.

2. Application for membership

Applications for membership in the Group are submitted to the Membership Committee. A majority of favorable votes of the Membership Committee constitutes acceptance. The Graduate Group Chair in conjunction with the Membership Committee will poll the membership in writing to confirm continuing interest in the group in January of every other year.

3. Retention of membership

Members will go through periodic reviews on a three-year cycle, with one third of the membership reviewed each year. Reviews are based on active research; an active role in the graduate program; providing graduate and research instruction; serving on thesis, reading, and exam committees; and mentorship. Members will be expected to:

- A. Teach a course in the graduate curriculum
- B. Continue research activity in the field
- C. Participate regularly in the Cultural Studies Colloquia
- D. Serve on Group committees when elected or appointed

4. Termination of membership

Members may terminate voluntarily their membership in the Group by sending a written notice to the Graduate Group Chair. If a majority of the Membership Committee determines that a member under review has failed the requirements listed above under II.3, renewal of membership will not be recommended. The Membership Committee will then notify the member of the Committee's recommendation. The member will have the right to appeal the recommendation to the Executive Committee. If a majority of the Executive Committee votes to uphold the recommendation, or if no appeal is received, membership will not be renewed. The final appeal for denial of membership renewal in the graduate group is the Dean of Graduate Studies.

III. Organization and Administration

The administration of the Group and its activities will be vested in an Executive Committee consisting of at least five program members and one student member, and chaired by the Graduate Group Chair.

IV. Graduate Group Chair

The graduate group chair will be nominated in accordance with current Graduate Council and Academic Personnel manual policies, APM Section UCD-245B.

A "Nominating Committee" will be named by the Executive Committee to solicit the names of nominees for Graduate Group Chair from the faculty and graduate students of the group. The names of the nominees indicating a willingness to serve will then be submitted to the Group's faculty and graduate students for comments. All comments will remain confidential.

The Nominating Committee will forward two names to the Dean of Graduate Studies with all commentary received on the nominees. The Group may express a preference and, if so, will indicate the basis for determining that preference. After interviewing the nominees the Dean of Graduate Studies will forward his/her recommendation to the Chancellor. The normal term of the Chair's appointment is three years; however, what is recommended will be based on the nominee's willingness and ability to serve.

V. Committees

1. Executive Committee

The Executive Committee coordinates with the Chair to conduct all business deemed necessary for the proper administration and functioning of the Group within the limits prescribed by these bylaws. The Committee consists of the Chair

and at least five members elected for a three-year period. A committee appointed by the Chair nominates members for the election. In addition, the Executive Committee will contain one student member recommended by the graduate student membership and appointed by the Chair. The Executive Committee will meet at least once each quarter and special meetings may be held at the call of the Chair.

2. Membership Committee

The Membership Committee consists of three faculty members appointed by the Executive Committee and the Chair. The Membership Committee conducts reviews of membership using criteria described in Section II above and maintains a current list of members.

3. Admissions Committee

The Admissions Committee consists of at least five faculty members appointed by the Executive Committee and the Chair and two student representatives recommended by the graduate student membership and appointed by the Chair. The Committee coordinates with the Chair to review student applications for admissions and applicant files for block grant awards and other financial assistance, and to oversee TA and RA appointments for new students.

VI. Student Representatives

One graduate student recommended by the graduate student membership of the group will be appointed by the Chair to the Executive Committee, and two graduate students recommended by the graduate student membership of the group will be appointed by the Chair to the Admissions Committee. Student representatives have voting rights and will be excused from meetings during discussions of confidential issues relating to faculty, rankings of existing students for funding, and disciplinary issues related to students.

VII. Graduate Advisers

Graduate Adviser appointments will be made in accordance with politics and procedures of the Graduate Council and the Office of Graduate Studies.

Graduate advisers meet to approve mentoring committees, to nominate faculty members of oral examining committees, and to provide initial approval and forward proposed thesis/dissertation committee members who must be approved by Graduate Council. Advisers have Group authority for monitoring of enrolled students.

VIII. Meetings

An annual meeting will be held, usually during fall term. Special meetings may be called by the Chair or as deemed necessary or desirable by the Executive Committee.

IX. Quorum

All issues that require a vote must be voted on by 50% plus one of the eligible members and passage of issues requires a 50% plus one approval among those who voted. Voting may be done by email ballot.

X. Amendments

Amendments to these Bylaws may be made in accordance with the voting procedure specified in Section IX above. All amendments and revisions must be submitted to Graduate Council for review and approval. Changes in the Bylaws will become effective upon approval by Graduate Council.