

# University Graduate Council (UGC)

- **Responsibilities:** The UGC shall review all proposals and recommend approval or, for cause, disapproval for
  - introducing, changing, or terminating graduate courses;
  - introducing, changing or terminating graduate degree programs, majors, specializations, concentrations, areas of emphasis, and tracks;
  - introducing, changing or terminating graduate certificates;
  - university-wide graduate curriculum policies. Committee action shall be communicated in writing to the college or other unit initiating the proposal. If disapproval is recommended, the specific grounds for action shall be included in the report. Recommendations of the Committee shall be forwarded to the UFS for review and appropriate action. A report of the UFS action shall be sent to the Office of Academic Affairs.
- **Membership:** The UGC shall consist of two faculty members elected from each college offering graduate degree programs. The term of each UGC faculty member shall be determined by their college, with the proviso that the terms of the two members from a college will not expire in the same year. In the absence of a regular member at a UGC and/or subcommittee meeting, the college may designate a proxy. Two student representatives (one doctoral student and one masters student), elected by the Graduate Student Association at FAU, shall also be members of the UGC, as well as one member of the Broward Graduate Student Association. The Dean of Graduate Studies will serve as an ex officio, non-voting member of the UGC. The Committee shall elect its chair from among the college members. The chair will be elected for a one-year term. Subcommittees of the UGC shall elect chairs from among their membership who are members of the UGC. The Chairs will be elected to one-year terms.
- **Meetings:** The Council shall meet as often as is necessary to complete its business, but no less than once in the Fall and Spring semesters. A UGC meeting may be called by the Chair of the UGC or a subcommittee chair.