

PROCEDURES FOR FACULTY NOMINATIONS TO THE GRADUATE COUNCIL REPRESENTING THE COLLEGE OF HUMAN SCIENCES AND EDUCATION

The Graduate Council is a representation of all disciplines on the LSU campus. They are full members of the graduate faculty, with the rank of Professor, whose percentage of effort does not include administrative duties. The Graduate Council is an advisory panel to the Graduate School Dean and may advise on topics such as requests for new graduate degree programs or changes in existing degree programs, requests for new concentrations, and Graduate School policies. Additionally, the Graduate Council reviews Affiliate Graduate Faculty membership nominations and makes recommendations for certain graduate student awards. The University Laboratory School is excepted from this CHSE policy.

Article 1.

1.1. Faculty Graduate Council representatives' nominations for open seats allotted to the College of Human Sciences and Education will be forwarded to the Dean of the Graduate School before the first Graduate Council meeting of the Academic year in which a vacancy for a representative of CHSE exists.

1.2. Faculty Graduate Council members nominated by the Dean of the College of Human Sciences and Education are expected to represent Graduate Programs and Faculty of the entire College.

Article 2.

2.1. Each Graduate Council member nominated is expected to serve a term of 5 years.

2.2. If a position becomes vacant before expiration of the term, a replacement Graduate Council member will be nominated according to the same procedures as outlined for nominations to fill regular open seats on the Graduate Council.

2.4. Replacement Graduate Council members serve until expiration of the original term.

Article 3.

3.1. All Full Professors who are full Graduate Faculty members in any of the Schools in CHSE are eligible to be nominated to represent the CHSE on the Graduate Council.

3.2. Each School decides on their nomination process for nominations to the Dean of CHSE to fill vacancies on the Graduate Council.

3.3. Each School can nominate a maximum of two candidates for consideration to be nominated as Graduate Council member representing CHSE.

3.4. Not more than one candidate per School can be elected for nomination on the Graduate Council by the College if two or more Schools nominated eligible candidates.

3.5. If more than one School has nominated eligible candidates, nominations of a School represented by a Graduate Council member whose term does not expire are not considered.

Article 4.

4.1. If after applying articles 3.1, 3.2, 3.3, 3.4, and 3.5 more than one candidate is nominated, College wide elections will be held facilitated by the Dean of CHSE or his/her designee.

4.2. Ballots shall include the names of the nominated candidates from the Schools that meet eligibility requirements.

4.3. Elections will be held in person or by electronic ballot.

4.3.1. CHSE Faculty members who have associate or full graduate faculty status are eligible to vote in elections.

4.3.2. If elections are held in person, all possible efforts will be made to allow all eligible members to cast their vote. In this situation paper ballots will be used to guarantee that votes are kept confidential.

4.3.3. If elections are held electronically, all possible efforts will be made to allow all eligible members to cast their vote and to keep votes confidential.

4.4. Elections should conclude at least two weeks before the first Graduate Council meeting for which a position is vacant.

4.5. Elections will only be held if the number of eligible nominations by the Schools, taking into consideration article 4.2., 4.3., 4.3.1., 4.3.2., 4.3.3., and 4.4, is higher than the number of open seats.

Article 5.

5.1. Any individual(s) having a complaint concerning Graduate Council nominations and/or elections shall submit it to the Dean of CHSE or his/her designee.

5.2. Any individual(s) having a complaint concerning Graduate Council nominations and/or elections and deems the decision reached by the Dean of CHSE or his/her designee not acceptable, shall submit his/her complaint to the Dean of the Graduate School. The decision of the Dean of the Graduate School is final.

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