

## **Appointment of Grad Students to Teach Upper-Division Courses**

**October 13, 2008**

A problem regarding the appointment of graduate students to teach upper-division courses was brought to CERJ's attention. At present, approval is given by the Committee on Courses of Instruction (CoCI). There are times when the Chair of that committee is vacant and appointments need to be made under time constraints. Gina stated that you believe that there should be a backup mechanism in place so that appointments can be made when the Chair of CoCI is vacant.

CERJ believes that there is an existing backup mechanism that can be used in these situations. Senate Regulation 750(B) regulates the appointment of non-faculty to teach courses above the lower division:

"Professors, professors in residence, professors of clinical \_\_\_\_ (e.g., medicine) and adjunct professors of any rank, instructors, instructors in residence and adjunct instructors, and lecturers may give courses of any grade. Persons holding other instructional titles may teach lower division courses only, unless individually authorized to teach courses of higher grade by the appropriate Committee on Courses **or Graduate Council**. If a course is given in sections by several instructors, each instructor shall hold the required instructional title. "

I have highlighted the phrase which gives the Graduate Council (GC) authority to authorize the appointments in question. Davis Division Regulations are silent on this point.

CoCI has stated in its published Policies and Procedures document that all applications must be approved by it.

[http://academicsenate.ucdavis.edu/committee\\_cci\\_policies.cfm#AIs](http://academicsenate.ucdavis.edu/committee_cci_policies.cfm#AIs)

CERJ believes it is clear that CoCI shares this authority with the Graduate Council, given that there are no Divisional rules to the contrary.

Therefore, CERJ advises that at times when the Chair of CoCI is vacant, approval be obtained from the Graduate Council. It is very unlikely that both Chairs would be vacant at the same time. No Bylaws or Regulations change would be needed under this arrangement. The Senate might wish to adopt a Divisional Regulation which spells out the authority to approve these requests. (Irvine is the only campus that has a Regulation. 450 which is virtually the same as SR 750(B).) But since the problem arises

infrequently, it does not seem that any new Regulation is really needed.

It seems reasonable that the form used by CoCI should be used by GC in these circumstances.

[http://academicsenate.ucdavis.edu/coci/associate\\_instructor\\_form.doc](http://academicsenate.ucdavis.edu/coci/associate_instructor_form.doc)

The form should be signed by the Chair of the Graduate Council, though the evaluation of the applications could be delegated to the GC Courses Committee.