

Policy on Quorum, and Voting Rights and Responsibilities

Supersedes related policy approved 3/10/00 and 1/18/02

Approved – May 6, 2011

MINIMUM QUORUM REQUIREMENT FOR A VOTE

This policy defines the **minimum quorum** that can be defined in the bylaws by a graduate program. The program can define a more stringent policy.

- A quorum for the purpose of establishing/modifying bylaws or establishing/revising graduate program policy must be greater than 50% of the non-emeritus faculty members who are eligible to vote.

MINIMUM AFFIRMATIVE VOTE NEED TO PASS A MOTION

This policy defines the **minimum affirmative vote** required for passage of a motion. The program can define a more stringent policy.

- On graduate program matters other than amendment/revision of bylaws:** passage requires a 50+% supporting vote of the members voting. Thus, passage of such motions will require support by a minimum of 25+% of the membership.
- On amendments and revision of bylaws:** passage requires a 2/3^{rds} supporting vote of the members voting. Thus, passage of such motions will require support by a minimum of 1/3rd of the membership.

BALLOTING

Balloting to establish/revise bylaws or graduate program policy can be done either in a meeting of the program, via e-mail, or other web-based balloting technology. The balloting may be done either publicly (such as a voice vote or show of hands), or anonymously. Any member can make a public or confidential request to the program chair for anonymous balloting at any time.

If via e-mail or web-based technology: a) the bylaws must state how motion may be introduced (e.g. by an executive committee, a percentage of membership, etc.), b) the bylaws must clarify how an anonymous vote will be administered, and c) 7 days must be provided for expression of opinions about the proposal prior to the acceptance of votes, and the program must allow 7 days for votes to be returned or before the "polls are closed."¹

RIGHTS AND RESPONSIBILITIES OF GRADUATE PROGRAM MEMBERS

In graduate groups, all members hold equal rights and responsibilities, including voting rights; accordingly, the criteria used to evaluate or review members (and applicants) is identical for all.

In departmentally-based graduate programs, in matters that relate specifically to graduate program matters, all members hold equal rights and responsibilities, including voting rights; accordingly, the criteria used to evaluate or review members are identical for all. The differences between departmental and non-departmental members is that, consistent with Bylaw 55, all members with appointments in the department automatically hold membership privileges in the graduate program, and may vote on all departmental matters, while non-departmental faculty must apply for membership in the program, may vote only on graduate program specific matters, and their membership in the program can be revoked during review of membership.

¹Per DDB17 and ASB95