



**University of Pittsburgh
University Council on Graduate Study
Policy AC 70**

Implementing Executive: Provost and Senior Vice Chancellor
Responsible Unit: Office of the Provost
Category: Academic
Effective Date: July 18, 2021

I. Purpose

This Policy establishes the University Council on Graduate Study (UCGS), including this body's responsibilities, operations, and membership.

II. Scope

This Policy describes the operations and purpose of UCGS which serves at the discretion of the Provost and Senior Vice Chancellor (SVC-P).

III. Policy

UCGS serves to monitor the overall quality of the graduate programs at the University of Pittsburgh (University) and to advise the SVC-P on matters related to graduate programs at the University. This section establishes the responsibilities, operations, and membership of UCGS.

A. Responsibilities

- i. To review, evaluate, and make recommendations to the SVC-P concerning basic standards, regulations, and policies applicable to all fields of graduate study;
- ii. To review, evaluate, and make recommendations to the SVC-P concerning proposals from school deans and/or directors of University centers for the creation, modification¹, or termination of graduate academic programs, graduate certificate programs, graduate areas of concentration, and academic departments or schools. This charge also includes reviewing requests for new, specialized

¹ For more information on the types of modification UCGS needs to review, please visit: <https://www.provost.pitt.edu/about/committees/university-council-graduate-study>

accreditation;

- iii. To monitor the assessment and evaluation of graduate education throughout the University by requesting and reviewing periodic reports on the current status (e.g., specialized accreditation, enrollment, program ranking, graduate outcomes) of all graduate degree and certificate programs and, when necessary, to conduct its own review of such programs; and
- iv. To periodically advise the SVC-P regarding the appropriate mix of graduate programs and courses being offered by the University as a whole, as well as national and global trends in graduate education.

B. Operations

UCGS shall hold regular meetings during the academic year as determined by the SVC-P, or their designee. Meetings will typically only include UCGS members (closed meetings). UCGS may invite non-UCGS members to attend closed meetings at its discretion (e.g., Post-docs to discuss policies pertinent to that community). Meetings that are not closed will be announced as open meetings to graduate faculty, staff, and students on UCGS's website at: <https://www.provost.pitt.edu/about/committees/university-council-graduate-study> . Additional meetings may be called by the SVC-P, or their designee. Meeting minutes approved by UCGS members will be posted at: <https://www.provost.pitt.edu/about/committees/university-council-graduate-study> .

With the approval of the SVC-P, or their designee, UCGS has the authority to establish ad hoc committees or standing subcommittees from its own membership and/or from the University community, including other graduate faculty, as necessary.

C. Membership

UCGS membership represents a breadth of professional leadership and diverse perspectives across the University, including graduate faculty, staff, and students. The Vice Provost for Graduate Studies chairs UCGS and is responsible for overseeing the operations of this body. Membership to UCGS is at the discretion of the SVC-P.

Each graduate-serving school at the University will have at least one (1) graduate faculty representative and one (1) graduate student representative on UCGS, recommended by respective school deans and in consultation with the representative student governance body for graduate students. At the discretion of the SVC-P, additional school representation on UCGS will be considered based upon the size of the student population served and/or the breadth of programs offered by the given school.

Appointed faculty members serve on UCGS for three (3) academic years, with the opportunity for renewal. Typically, faculty membership renewal will not exceed two (2) consecutive membership terms or six (6) consecutive academic years. Graduate students

serve on UCGS for two (2) academic years and will typically not exceed two (2) consecutive membership terms or four (4) consecutive academic years.

The University Senate's Educational Policies Committee will have one (1) representative on UCGS, recommended by that committee's chair(s).

The Office of the Registrar will have standing representation on UCGS as determined by the SVC-P. The SVC-P may request additional staff representation on UCGS as necessary.

IV. Contact Information and Public Accessibility

This Policy is posted under Academic Policies on the Office of Policy Development and Management's website and can be found at: <https://www.policy.pitt.edu> .

For specific questions related to this Policy or UCGS, please contact the Office of the Provost at:

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