Dear Members of Graduate Council,

Graduate Council previously approved changes to these bylaws. The Rules & Jurisdiction Committee and Executive Council then reviewed and provided feedback in April 2021. That feedback has been addressed below. Please review for approval so the changes may again be sent forward to Division.

GR 4.2

Feedback:

• (From R&J) We believe there has been an incorrect use of "graduate group" in the first sentence that begins “Each department or graduate group.” In the list of rationale, it says that “graduate program” is the new simplified term.

Resolution:

• Wording updated to “graduate program.”

GR 4.5.1

Feedback:

• (From EC) Though the proposal is an attempt to make the existing policy clearer, members of Council found that the proposed revisions made it more confusing. The proposed changes to
GR4.5.1 give the perception of a new/created role of an “oversight member”. It was suggested that it may be better stated as “outside member”.

Resolution:
- The proposed name change from “outside” member to “oversight” member is to reflect the role’s original and intended purpose. Over time and in different graduate programs, the role has shifted to mean different things. This update is an opportunity to unify the purpose of the role campus wide. Changing the name to “oversight” will help to clarify. The word “outside” often creates confusion because it was thought “outside” means a member from outside of UCR. There may be continued misinterpretation once this change is in place. To combat that, Graduate Division plans to communicate to programs and include updated information on forms that relate to this committee.

Feedback:
- (From EC) It was also suggested that the revised regulation indicate a formula or percentage for passage when a decision is not unanimous.

Resolution:
- The wording has been adjusted to clarify that oral qualifying exams with 1 “no pass” can still be considered a pass. More than 1 “no pass” equals an exam fail, regardless of how many members are on the committee.

Feedback:
- (From R&J) The proposed language states: “The purpose of this “oversight member” is to enhance the scholarship of the student and the academic benefits of the exam.” This is not always the primary role of the oversight member, especially when they are from a very different discipline, and seems to contradict the new "oversight" tag used to clarify the role. The next sentence adds: "Additionally, the "oversight member monitors the fairness of the exam itself and must be Academic senate.” This should be the primary role of the oversight member. We suggest that their role be monitoring "the fairness and the rigor of the exam".

Resolution:
- The order of the text has been changed as suggested. Ensuring exam fairness in the exam is now listed first, as the main role of the “oversight” member.
Feedback:
• *(From R&J)* The committee also suggests that the trailing phrase be rewritten, for example as a separate sentence such as "The oversight member must be an Academic Senate member."

Resolution:
• The trailing phrase has been given its own sentence.

GR 4.5.2
Feedback:
• *(From EC)* Regarding section GR4.5.2., members of Council viewed the current wording plain and therefore suggested that should stay as is.

Resolution:
• Wording has been simplified to mention reporting exam results only once.

GR 4.6.1
Feedback:
• *(From R&J)* Does this mean that the final dissertation defense is optional? Is the prospectus/proposal not a graduate division requirement? In our experience, this is required in many departments.

Resolution:
• The word “may” indicates the final defense is optional. The Graduate Dean, and therefore the Graduate Division, currently interprets this to mean the final defense can be waived by the dissertation committee. It does not mean that graduate programs don’t require the final defense for PhD students. All PhD programs currently require the final defense. Dissertation committees are given the option to waive the defense if they determine it’s unnecessary for the student to complete.
• A prospectus or proposal is not required in these bylaws, therefore Graduate Division does not have a blanket requirement holding students for either. If an individual graduate program requires that step, the student will be held for it on their degree audit.

GR 4.6.2
Feedback:
• *(From R&J)* There is a grammar issue in the proposed sentence (perhaps add "are" before "freely and openly").

Resolution:
• Added “are” to final sentence as suggested.

Feedback:
• *(From R&J)* We also suggest confirming that the UCOP bylaw requires that all dissertations be submitted to the library for public access for all departments/programs. In our experience, there have been concerns about library publications because they could hinder the possibility of students’ work being published for the mainstream public with a press.

Resolution:
• It is confirmed that the policy requires dissertation/thesis submission. Here is the policy, for reference: [https://policy.ucop.edu/doc/2000688/](https://policy.ucop.edu/doc/2000688/)
  o Here is a relevant quote from the policy: “To assist the University in archiving and openly disseminating theses and dissertations within the scope of this policy, all of the University’s graduate students will submit the final version of the student’s thesis or dissertation to the University before conferral of the student’s graduate degree, regardless of whether an embargo is obtained. Such thesis or dissertation will be made freely and openly available to the public after filing, unless the graduate student obtains an embargo.”
  o Graduate Division Academic Affairs staff regularly assist graduating students with placing an embargo on their document if publishing somewhere else is a concern. This practice has been in place for many years. The bylaw is being updated for clarity.
GRADUATE COUNCIL

REPORT TO THE RIVERSIDE DIVISION
Updated - October 25, 2021

To be adopted:

Proposed changes to GR4 Requirements for the Degree of Doctor of Philosophy, GR4.5 Qualifying Examination, Qualifying Committee and Advancement to Candidacy and GR4.6 Dissertation Requirements bylaws.

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Last Updated: 10/25/2021
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<td>Each department or graduate program shall determine whether or not knowledge of one or more foreign languages shall form an integral part of the student's preparation for the doctoral degree. Satisfaction of a foreign language requirement shall be demonstrated, subject to approval of the graduate program, under one of the following options: (a) written or oral examination administered by the graduate program; (b) foreign language placement exam or assessment conducted by an accredited organization; (c) satisfactory completion of a language course(s) at a specified level; (d) alternative language certification identified by the graduate program and approved by the Graduate Council. Evidence of satisfaction of the requirement will be provided to the Dean of the Graduate Division for each student.</td>
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| **GR4.5 QUALIFYING EXAMINATION, QUALIFYING COMMITTEE, AND ADVANCEMENT TO CANDIDACY.** | **GR4.5 WRITTEN AND ORAL QUALIFYING EXAMINATIONS, ORAL QUALIFYING EXAM COMMITTEE, AND ADVANCEMENT TO CANDIDACY.** |
GR4.5.1 Upon the student's satisfactory completion of all preliminary requirements set by the department or graduate group of his/her major field of study and by the Graduate Council, including the maintenance of an average of at least three grade points per unit in all upper division and graduate courses related to his doctoral program and elected during his/her residence as a graduate student, the department or graduate group shall nominate a qualifying committee to the Graduate Council for appointment. This committee consists of not fewer than five members, at least one of whom shall be from a department or graduate group other than that of the student's major. The anticipated principal director of the student's research shall normally be a member of the committee.

GR4.5.1 Upon the student's satisfactory completion of all preliminary requirements set by the graduate program and the Graduate Council, an Oral Qualifying Exam Committee shall be nominated to the Graduate Council for appointment. This committee consists of not fewer than five members. The Chair and the majority of committee members must be Academic Senate and part of the student's graduate program. Being a part of a graduate program includes, but is not limited to, cooperating faculty and participants in interdepartmental graduate programs. At least one committee member must not be a part of the same graduate program as the student. The purpose of this “oversight member” is primarily to monitor the fairness of the exam itself. Additionally, the “oversight member” may enhance the scholarship of the student and contribute to the academic benefits of the exam. The “oversight member” must be an Academic Senate member. In the absence of a unanimous decision, 1 no pass vote shall result in a pass of the Oral Qualifying Exam. More than 1 no pass vote will result in a fail.

| UNIVERSITY OF CALIFORNIA RIVERSIDE |
| CERTIFICATE OF RESIDENT STUDY |

(Name)

has completed studies in the field(s) of ________________________________ on the Riverside campus of the University, covering a period of _______ months between the date of _______________ and ___________________________

Dated ____________________________________________

REMOVE
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<th>GR4.5.2</th>
<th>Before the student is admitted to candidacy, they must pass a series of qualifying examinations, both written and oral. The written examination is administered by the graduate program. The Oral Qualifying Exam is conducted by the student's approved committee. The Oral Qualifying Exam is not open to the general public, but members of the Academic Senate may attend. Written and oral exam results must be reported to the Graduate Division.</th>
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<td>Upon successful completion of the qualifying examinations, the candidate is advanced to candidacy by the Graduate Council after certification by the Dean of the Graduate Division that the formal requirements have been met.</td>
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<td>GR4.6.1</td>
<td>A dissertation on a subject chosen by the candidate, bearing on the student’s principal study and demonstrating the ability to make independent investigation, is required of every candidate for the degree. In its preparation, the candidate is guided by a Dissertation Committee, nominated to the Graduate Council for appointment. This committee is composed of not fewer than three members, the majority of whom must be Academic Senate members from the student’s graduate program. The principal director of the candidate’s research shall be Chair of the committee. The committee guides the candidate in their research and may conduct a final defense that is open to the general public.</td>
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The dissertation must be prepared and presented in the form and manner prescribed by the Graduate Council. Dissertations are deposited into an open access repository and are freely and openly available to the public. (UC-AA-20-0488)

JUSTIFICATION and EXPLANATION OF CHANGES (2021)

GR4 - REQUIREMENTS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

GR4.1 - Notice of Intended Candidacy
- Removing this bylaw because it is not currently enforced or required by the Graduate Division. PHD students typically advance to candidacy after the completion of the Oral Qualifying Exam. It is not necessary to announce, “intended candidacy” after a student’s first term in the program.

GR4.2 - Residence Requirement
- Changing number to 4.1.
- No other changes as this mirrors the UCOP requirement.

GR4.3 - Foreign Language Requirement
- Changing number to 4.2.
- Removed the word “reading” because the knowledge of foreign language currently required in graduate programs has expanded beyond that definition. “Reading” can also imply completion of only certain language courses would be acceptable, but that is not the case in most current language requirements.
- No evidence could be found that the Educational Testing Service Graduate School Foreign Language Test still exists. The bylaw was changed to encompass language assessments tests given from UCR or other accredited organizations.
- Programs have naturally expanded beyond the three options given here, allowing “alternative certifications.” This update allows these alternatives, but also specifies that they must be approved by Graduate Council via a program change before being implemented.
- Simplified language to “graduate program.”

GR4.4 - Program of Study
- Changing number to 4.3.
- Removed gender specific language.
- Simplified language to “graduate program.”

GR4.5 - WRITTEN AND ORAL QUALIFYING EXAMINATIONS, ORAL QUALIFYING EXAM COMMITTEE, AND ADVANCEMENT TO CANDIDACY.

&

GR4.6 - DISSERTATION COMMITTEE AND DISSERTATION REQUIREMENTS
Last Updated: 10/25/2021
Several topics surrounding oral qualifying exam and dissertation committees have been reviewed and updated. The goal of these changes is to simplify the regulations without compromising the integrity of PhD program requirements.

There are no systemwide requirements governing oral qualifying exam and dissertation committees. The structure UCR has in place has not been reviewed or updated in over a decade. Most changes outlined here are being made to match the bylaws to current practice.

**GR 4.5.1**

- Simplified language to “graduate program”
- Removed mention of 3.0 requirement. That requirement is already covered in the acceptable progress bylaw.
- Removed specifics about who nominates the committee, student or program. This practice already varies across programs.
- Changed the name of the “outside member” to the “oversight member.” This change better explains the purpose of this member. Added expectations and additional definition/information about the “oversight member”.
- Removed requirement that research advisor be on Oral committee. A few graduate programs currently do not operate this way.
- Added language requiring a majority of the committee be academic senate members from the student’s program.
- Added pass information when the decision is not unanimous.
- Adjusted to gender neutral language.

**GR (blank) - Certificate of Resident Study**

- Removing this bylaw. This is not a certificate that is currently issued or needed.

**GR 4.5.2**

- Removed gender specific language.
- Simplified language to “graduate program.”
- Unified language and formatting describing the Oral Qualifying Exam.
- Clarified that written qualifying exam results must also be reported to the Graduate Division.

**GR 4.5.3**

- Removed the wording that PHD students must file for advancement to candidacy. This is a process that happens automatically once the exams are complete and confirmation paperwork of exam results are submitted. The Graduate Division currently advances students without an application.

**GR 4.6.1**

- Removed gender specific language.
- Added language requiring a majority of the committee be academic senate members from the student’s program.
- Included final defense requirements that are already used in practice.

**GR 4.6.2**

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Last Updated: 10/25/2021
• Updated to include UCOP policy regarding open access requirement for dissertations.

Approvals:

Approved by the Graduate Dean: Shaun Bowler, 10/25/2021
Approved by the Graduate Council: 4/1/21
Committee on Rules & Jurisdiction finds the wording to be consistent with the code of the Academic Senate:
Received by Executive Council:
May 12, 2021

To: Graduate Council

From: Jason Stajich, Chair, Riverside Division

RE: Proposed changes to GR4 Requirements for the Degree of Doctor of Philosophy, GR4.5 Qualifying Examination, Qualifying Committee and Advancement to Candidacy and GR4.6 Dissertation Requirements

Dear Members of Graduate Council,

During their April 26, 2021 meeting, Executive Council discussed the proposal and response memo from the Committee on Rules & Jurisdiction at length. I write to provide the consultative feedback of the proposed regulation changes.

Though the proposal is an attempt to make the existing policy clearer, members of Council found that the proposed revisions made it more confusing. The proposed changes to GR4.5.1 give the perception of a new/created role of an “oversight member”. It was suggested that it may be better stated as “outside member”. It was also suggested that the revised regulation indicate a formula or percentage for passage when a decision is not unanimous.

Regarding section GR4.5.2., members of Council viewed the current wording plain and therefore suggested that should stay as is.

I trust this feedback from Executive Council and Rules & Jurisdiction will prove helpful.
To be adopted:

Proposed changes to GR4 **Requirements for the Degree of Doctor of Philosophy**, GR4.5 **Qualifying Examination, Qualifying Committee and Advancement to Candidacy** and GR4.6 **Dissertation Requirements** bylaws.

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Upon the student’s satisfactory completion of all preliminary requirements set by the department or graduate group of his/her major field of study and by the Graduate Council, including the maintenance of an average of at least three grade points per unit in all upper division and graduate courses related to his doctoral program and elected during his/her residence as a graduate student, the department or graduate group shall nominate a qualifying committee to the Graduate Council for appointment. This committee consists of not fewer than five members, at least one of whom shall be from a department or graduate group other than that of the student’s major. The anticipated principal director of the student’s research shall normally be a member of the committee.

An Oral Qualifying Exam Committee shall be nominated to the Graduate Council for appointment. This committee consists of not fewer than five members. The Chair and the majority of committee members must be Academic Senate and part of the student’s graduate program. Being a part of a graduate program includes, but is not limited to, cooperating faculty and participants in interdepartmental graduate programs. At least one committee member must not be a part of the same graduate program as the student. The purpose of this “oversight member” is to enhance the scholarship of the student and the academic benefits of the exam. Additionally, the “oversight member” monitors the fairness of the exam itself and must be Academic Senate. In the absence of a unanimous decision, a result of 4 passes and 1 no pass shall result in a pass of the Oral Qualifying Exam.
Before he/she is admitted to candidacy, the student must pass a series of qualifying examinations, both written and oral. The written examination may be administered by the department or graduate group but the oral examination must be conducted and reported to the Dean of the Graduate Division by the student's qualifying committee. The qualifying oral is not open to the general public but members of the Academic Senate may attend.

Upon successful completion of the qualifying examinations, the candidate shall file an application for advancement to candidacy with the Graduate Division. The candidate is advanced to candidacy by the Graduate Council after certification by the Dean of the Graduate Division that the formal requirements have been met.

A dissertation on a subject chosen by the candidate, bearing on his/her principal study and demonstrating his/her ability to make independent investigation, is required of every candidate for the degree. In its preparation, the candidate is guided by a dissertation committee, nominated by the candidate's department or graduate group to the Graduate Council for appointment. This committee is composed of not fewer than three members. The membership may be the same as the qualifying committee, except that the principal director of the candidate's research shall be Chair of the committee. The committee guides the candidate in his/her research and passes upon the merits of his/her dissertation and may conduct a final oral examination.

A dissertation on a subject chosen by the student, bearing on the student’s principal study and demonstrating the ability to make independent investigation, is required of every candidate for the degree. In its preparation, the candidate is guided by a dissertation committee, nominated to the Graduate Council for appointment. This committee is composed of not fewer than three members, the majority of whom must be Academic Senate members from the student’s graduate program. The principal director of the candidate's research shall be Chair of the committee. The committee guides the candidate in their research and may conduct a final defense that is open to the general public.
**JUSTIFICATION and EXPLANATION OF CHANGES**

**GR4 - REQUIREMENTS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY**

**GR4.1 - Notice of Intended Candidacy**
- Removing this bylaw because it is not currently enforced or required by the Graduate Division. PHD students typically advance to candidacy after the completion of the Oral Qualifying Exam. It is not necessary to announce, “intended candidacy” after a student’s first term in the program.

**GR4.2 - Residence Requirement**
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- No other changes as this mirrors the UCOP requirement.

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- Simplified language to “graduate program.”

**GR4.4 - Program of Study**
- Changing number to 4.3.
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- Simplified language to “graduate program.”

**GR4.5 - WRITTEN AND ORAL QUALIFYING EXAMINATIONS, ORAL QUALIFYING EXAM COMMITTEE, AND ADVANCEMENT TO CANDIDACY.**

&

**GR4.6 - DISSERTATION COMMITTEE AND DISSERTATION REQUIREMENTS**

Last Updated: 1/10/2021
Several topics surrounding oral qualifying exam and dissertation committees have been reviewed and updated. The goal of these changes is to simplify the regulations without compromising the integrity of PhD program requirements.

There are no systemwide requirements governing oral qualifying exam and dissertation committees. The structure UCR has in place has not been reviewed or updated in over a decade. Most changes outlined here are being made to match the bylaws to current practice.

GR 4.5.1

- Simplified language to “graduate program”
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- Added pass information when the decision is not unanimous.
- Adjusted to gender neutral language.

GR (blank) - Certificate of Resident Study

- Removing this bylaw. This is not a certificate that is currently issued or needed.

GR4.5.2

- Removed gender specific language.
- Simplified language to “graduate program.”
- Unified language and formatting describing the Oral Qualifying Exam.
- Clarified that written qualifying exam results must also be reported to the Graduate Division.

GR4.5.3

- Removed the wording that PHD students must file for advancement to candidacy. This is a process that happens automatically once the exams are complete and confirmation paperwork of exam results are submitted. The Graduate Division currently advances students without an application.

GR4.6.1

- Removed gender specific language.
- Added language requiring a majority of the committee be academic senate members from the student’s program.
- Included final defense requirements that are already used in practice.

GR4.6.2
• Updated to include UCOP policy regarding open access requirement for dissertations.

Approvals:

Approved by the Graduate Dean: Shaun Bowler, 1/19/2021
Approved by the Graduate Council: 4/1/2021
Committee on Rules & Jurisdiction finds the wording to be consistent with the code of the Academic Senate:
Received by Executive Council:
The Committee on Rules and Jurisdiction reviewed the subject item and has the following comments:

**GR 4.5.1**
The proposed language states: “The purpose of this “oversight member” is to enhance the scholarship of the student and the academic benefits of the exam.” This is not always the primary role of the oversight member, especially when they are from a very different discipline, and seems to contradict the new "oversight" tag used to clarify the role. The next sentence adds: "Additionally, the "oversight member monitors the fairness of the exam itself and must be Academic senate.” This should be the primary role of the oversight member. We suggest that their role be monitoring "the fairness and the rigor of the exam".

The committee also suggests that the trailing phrase be rewritten, for example as a separate sentence such as "The oversight member must be an Academic Senate member."

**GR 4.2**
We believe there has been an incorrect use of "graduate group" in the first sentence that begins “Each department or graduate group.” In the list of rationale, it says that “graduate program” is the new simplified term.

**GR 4.6.1**
Does this mean that the final dissertation defense is optional? Is the prospectus/proposal not a graduate division requirement? In our experience, this is required in many departments.

**GR 4.6.2**
There is a grammar issue in the proposed sentence (perhaps add "are" before "freely and openly"). We also suggest confirming that the UCOP bylaw requires that all dissertations be submitted to the library for public access for all departments/programs. In our experience, there have been concerns about library publications because they could hinder the possibility of students’ work being published for the mainstream public with a press.