Appendix III

PROPOSED BY-LAWS OF THE GRADUATE GROUP
IN TEXTILES

University of California, Davis

The objective of the Graduate Group in Textiles is to promote graduate training in the natural and social science aspects of textiles. It is the responsibility of the group to establish standards and requirements for degrees and to certify satisfaction of these by candidates.

Membership in the group consists of those members of the Academic Senate and those holding Lecturer titles with active interests in some aspect of textiles. Applications for group membership are submitted to the Executive Committee. A majority favorable vote of the Executive Committee shall constitute acceptance. The Secretary of the Executive Committee shall poll the membership in writing to confirm continuing interest in the group in January of every other year.

Affairs of the group are administered through a Chairperson and an Executive Committee.

Chairperson:

1. The Chairperson is elected by the group for a term of three years, after which he may be re-elected. Candidates are nominated by a committee appointed by the Chairperson.

2. Duties of the Chairperson are:
a. to call and preside at meetings of the Executive Committee and on
   group as needed, but not less than once per year in each case.
b. to be responsible for administrative matters with the Graduate
   Division.
c. to submit course change or approval forms, proof-read catalog copy,
   and to coordinate textiles courses teaching assignments with the
   Chairperson of the Textiles Division.

Executive Committee:

1. The Executive Committee consists of the Chairperson and two members. The
   two members are elected for a three-year period. They are nominated by a
   committee appointed by the Chairperson.

2. The Executive Committee guides and counsels with the Chairperson on matters
   of policy and administration in meeting the objectives of the group,
   consistent with policies and requirements of the Graduate Division and the
   University.

Graduate Adviser:

1. The Chairperson of the Executive Committee will nominate for confirmation by
   the Dean of the Graduate Division annually a member of the group to serve
   as the Graduate Adviser for the group. It is anticipated that normally the
   Graduate Adviser would serve for several years.

2. The graduate adviser is recognized by the Graduate Council as the sole
   representative of the group in all matters pertaining to the organization of
   graduate instruction and to the administration of candidacies for higher
   degrees.
3. The specific duties of the graduate adviser include, but are not limited to, the following:

a. to advise prospective candidates for advanced degrees in regard to their programs of study.

b. to sign on behalf of the group all applications for candidacy for the master's degree.

c. to keep a record of all advanced-degree candidates taking majors in the group.

d. to act on the petitions of graduate students.

e. to supply information to the Dean of the Graduate Division regarding graduate students and graduate work within the group.

f. to assist the Dean of the Graduate Division in the enforcement of University regulations within the group, particularly those relating to the admission of students to graduate courses.

g. to correspond with prospective graduate students and circulate their names and records among members of the group.

h. to assist in deciding on applications for admission and to suggest names for final examination and thesis committees.