

GRADUATE PROGRAM IN STATISTICS – BYLAWS

Department of Statistics

(Previously Approved: December 18, 2001)

Article I. Objective

The Graduate Program in Statistics (“Program”) is organized to establish and administer a graduate program of instruction and research leading to the M.S. and Ph.D. degrees in Statistics in conformance with the regulations of Graduate Studies of the University of California, Davis.

Article II. Membership

Membership in the Program will consist of faculty of the Davis Campus who are qualified to guide candidates, individually or jointly, for the M.S. and Ph.D. degrees in Statistics, and who are willing to participate in the administration of the Program. Membership is based on disciplinary expertise, and is independent of specific department appointment and of Academic Senate membership.

Applications for membership are submitted to the Membership Committee for review. The Membership Committee is a standing committee appointed by the Executive Committee as described in Article V, item (5) below. If approved by the Membership Committee, the application and supporting materials shall be submitted to a vote of the entire membership. The application is approved if strictly more than half of the members who actually vote support the application, and the quorum is strictly more than half of the non-emeritus faculty who are eligible to vote, in accordance with the Bylaws Quorum Policy Statement of Graduate Council.

In order to gain or retain membership in the Program, each member of the Program shall be required to be actively involved in research in statistics, commensurate with the expectations of the University of California. In addition, members are required to do at least one of the following during any three year period: Participate in graduate-level instruction; participate actively as a member of a standing committee of the Program, as an administrative officer, or as graduate adviser; serve on dissertation committees, qualifying exam committees or Master’s oral committees.

The Membership Committee will conduct reviews of membership on a three- year cycle with one third of the membership reviewed in each year. If the above criteria are not met, the Membership Committee may recommend discontinuation of membership. Upon recommendation of discontinuation of membership by the Membership Committee, the membership may be discontinued if a minimum of strictly more than half of those Program members who actually vote approve this recommendation. The quorum is strictly more than half of the non-emeritus faculty who are eligible to vote, in accordance with the Bylaws Quorum Policy Statement of Graduate Council. Reapplication of a discontinued member will be handled in the same manner as a new membership application.

Article III. Organization and Administration of the Program

The administration of the Program and its activities will be vested in an Executive Committee. The Executive Committee, chaired by the Program Chair, will consist of three elected members and the chairs of the standing committees as voting ex-officio members.

Article IV. Graduate Program Chair

The home of this Program is the Department of Statistics, and the Chair of the Department of Statistics shall be the Program Chair. The overall responsibility for the Program rests with the Program Chair. The Department of Statistics, which includes the Statistical laboratory, is housed in the Division of Mathematical and Physical Sciences.

Article V. Committees

Standing committees include Admissions; Educational Policy and Curriculum; Graduate Advising; Membership; and Recruitment and Outreach. Each committee consists of at least three members.

- (1) Executive Committee: The Executive Committee administers the Program and appoints standing and ad hoc committees as deemed necessary to properly oversee the activities of the Program. The Executive Committee, chaired by the Program Chair, will consist of three elected members and the chairs of the standing committees as voting ex-officio members. The Program Chair appoints the chairs of these committees, subject to approval of the Executive Committee. The elected members of the Executive

Committee will serve a two-year term, with the possibility to serve an additional two-year term if re-elected. Election of members of the Executive Committee will be by vote of the entire membership and will be held in Spring Quarter each year. Any member may nominate at most three candidates, and at least three nominations from Program members are required for a candidate to stand for elections. The chair of the Executive Committee will add additional names to ensure that the number of candidates on the ballot exceeds the number of vacancies on the Executive Committee

- (2) Admissions Committee: The Admission Committee will handle the admission of graduate students to the Program and financial aid.
- (3) Educational Policy and Curriculum Committee: The Educational Policy and Curriculum Committee, which will include non-voting student representatives, shall monitor the program and propose curricular changes for consideration by the faculty of the Program. It will also have responsibility for determining the requirements for the M.S. and Ph.D. degrees in Statistics.
- (4) Graduate Advising Committee: The Graduate Advising Committee will be composed of graduate advisors. The Executive Committee nominates the graduate advisors and then forwards the nominations to Graduate Council for appointment. The number of graduate advisors is typically five, or as set forth by Graduate Council. The Graduate Advisors share the advising workload. The committee chair will make recommendations regarding membership on Master's oral examination, Ph.D. oral qualifying examinations and Ph.D. dissertation committees to the Dean of Graduate Studies, after consulting with the student.
- (5) Membership Committee: The Membership Committee will handle the functions as described in Article II.
- (6) Recruitment and Outreach Committee: The Recruitment and Outreach Committee will be charged with pre- and post- admission recruitment activities. The committee will develop appropriate publicity for the Program by using print and electronic media, and will oversee the web site for the Graduate Program in Statistics.

Article VI. Graduate Advisers

The Graduate Advising Committee will oversee the programs advising activities as described in Article V, Sub (4).

Article VII. Meetings

The Program Chair shall call meetings of the Program faculty as deemed necessary or desirable by the Executive Committee or the Program Chair, at least once per year.

Article VIII. Quorum

The passage of modifications of graduate program policy requires a minimum of strictly more than half of the members who actually vote, and the quorum is strictly more than half of the non-emeritus faculty who are eligible to vote, in accordance with the Bylaws Quorum Policy Statement of Graduate Council. In the absence of a quorum, any number shall be sufficient to adjourn to a fixed date. Voting may be conducted by e-mail ballot.

Article IX. Amendments

These Bylaws may be amended if the amendment is supported by at least two-thirds of the entire non-emeritus faculty who are eligible to vote. All amendments and revisions will be submitted to Graduate Council for review and approval.