

## Representation of Graduate Student Interests in the Department of Modern and Classical Languages

Justification: The graduate students in the Spanish and French MA programs are an important constituency in the Department of Modern and Classical Languages. It is appropriate that their concerns are heard and that they have representation vis-a-vis the Directors of the MA programs, the Chair and in departmental meetings. To achieve that end, the following procedure is to be followed:

- toward the end of the academic year, the Directors of the graduate programs in French and Spanish call a meeting of the graduate students (including those receiving adjunct pay):
  - the Chair also attends this meeting;
  - the Directors and the Chair take advantage of the meeting to discuss graduate student concerns and to follow up on them if feasible;
  - at that meeting and on the basis of nominations, the Chair officiates the election of a Graduate Student Representative and an Alternate Graduate Student Representative, who serve for one year;
  - the Representative and the Alternate are chosen alternatively one year from among the French and one year from among the Spanish graduate students;
  - at the same time, the elected graduate students function as the Representative and the Alternate to the Graduate Student Association;
- the responsibilities of said Representative are:
  - all duties as Representative to the Graduate Student Association;
  - to meet regularly with fellow graduate students;
  - to represent graduate student interests and concerns vis-a-vis the Directors and the Chair in regular meetings with them and, if appropriate and in agreement with the Chair, to bring those interests and concerns forward to departmental meetings;
  - to attend all departmental meetings in a non-voting capacity;
  - to report back to fellow graduate students about the departmental meetings;
  - to delegate any of the above responsibilities to the Alternate;
- the Representative or the Alternate also serve on corresponding French or Spanish search committees in a non-voting capacity;
- in the event of the discussion of a sensitive issue at a departmental meeting and at the Chair's discretion, the Graduate Student Representative may be asked not to attend a particular departmental meeting or a portion thereof;
- within the first few weeks of the semester, the Directors call a meeting of the graduate students, including those receiving adjunct pay;
  - the Chair also attends this meeting;
  - the Chair introduces the Graduate Student Representative and the Alternate Graduate Student Representative elected in the spring, and outlines their responsibilities;
  - the Directors and the Chair take advantage of the meeting to discuss graduate student concerns and to follow up on them if feasible.

Approved 10/7/04