Politics, Philosophy, and Public Affairs Graduate Program Bylaws
Washington State University
Administrative Home: School of Politics, Philosophy, and Public Affairs
Last Revised – by Faculty: September 21, 2011
Faculty Senate Approval Date: _____

Article I. Objective

A. The School of Politics, Philosophy, and Public Affairs offers three graduate degrees (and two graduate certificate programs):

1. Doctor of Philosophy in Political Science.
2. Master of Arts in Political Science.
3. Master's in Public Affairs (Vancouver campus).
4. Graduate Certificate Program in Global Justice and Security Studies
5. Graduate Certificate Program in Bioethics.

B. Discipline: The Politics, Philosophy, and Public Affairs graduate program is designed to increase student understanding of the nature of politics, the role of philosophy and ethics in policy making and public affairs, the operation of the political system and its institutions, and the development and reform of public policy. Courses and research are grounded in theoretical foundations upon which students can learn to address real world problems. Emphasis is placed on understanding, designing, and conducting research from multiple perspectives to help students become educated policymakers, researchers, and scholars. Substantive emphases include: American politics and institutions, international relations, comparative politics, public policy and administration, ethics, and political theory. Courses are taught and research is conducted from an interdisciplinary perspective by a diversely educated graduate faculty. School faculty have a wide range of research and teaching interests, and the School is nationally and internationally recognized for scholarship with a focus on *problem-driven research* that confronts both traditional and emerging challenges in the U.S. and throughout the world.

C. Mission of the Program: The mission of the Politics, Philosophy, and Public Affairs graduate program is to advance the development of political science research and theory, increase understanding of its philosophical underpinnings, and train graduate students to conduct and understand theoretically based research. The major aim of all of our graduate degree programs is to provide students with a broad and thorough training in the theories and methods of political science and/or philosophy so that they can be successful professionals in a variety of applied, educational, and scholarly settings. Upon completion of their graduate program, graduate students in Politics, Philosophy, and Public Affairs will be able to read and evaluate data and social science research, analyze and develop policy, conduct independent research related to public affairs, handle normative issues, and communicate original research findings and analyses of secondary research cogently for consideration by multiple audiences.

Article II. Membership

A. Criteria for Membership in the Graduate Program:

Graduate Faculty within the Politics, Philosophy, and Public Affairs program may be WSU tenured and tenure track faculty, WSU non-tenure track faculty, or WSU adjunct faculty, subject to the limitations and definitions in this document. All Graduate Faculty must be "Initial Program Faculty" (listed in Section XI of this document) or subsequently approved as Graduate Faculty through the process outlined in section B below.

1. WSU and Vancouver Campus Participation

    a. The M.A. degree in Political Science is offered through the Pullman campus of Washington State as approved and authorized by the Higher Education Coordinating Board (HECB) of Washington State.

    b. The M.A. degree in Public Affairs is offered through the Vancouver campus of Washington State as approved and authorized by the Higher Education Coordinating Board (HECB) of Washington State.

    c. The Ph.D. degree in Political Science is offered through the Pullman campus of Washington State as approved and authorized by the Higher Education Coordinating Board (HECB) of Washington State.

    d. Approved tenured and tenure track Political Science and Philosophy Faculty at all regional campuses may participate equally in the Politics, Philosophy, and Public Affairs Program as supporting site faculty with full program rights and responsibilities. As such, these faculty members may participate as chairs, co-chairs, or members of graduate student committees; participate in offering graduate courses; supervise research; and serve in an administrative capacity within the program.

2. Graduate Faculty Participation

    a. Graduate Faculty participation in the Politics, Philosophy, and Public Affairs Graduate Program is independent and separate from academic School, school, or college affiliations.

    b. All active members of the Graduate Faculty of Politics, Philosophy, and Public Affairs are eligible to vote on program issues such as, but not limited to, degree requirements, applications for membership to the Graduate Faculty, and assessment criteria.

3. Disciplinary Expertise: Graduate Faculty within Politics, Philosophy, and Public Affairs are expected to have a Ph.D. or equivalent doctoral-level degree in a field related to political science or philosophy. In addition, they must have demonstrated disciplinary expertise in a field related to political science or philosophy, interest and

experience in mentoring and teaching of graduate students in this field, and relevant professional accomplishments.

4. Politics, Philosophy, and Public Affairs Graduate Faculty must be actively involved in research and graduate level teaching related to political science or philosophy as evidenced by recent external grant or contract support, peer-reviewed publications within the last 3 years, graduate student mentoring within the last 3 years, teaching of relevant graduate-level courses, or other relevant professional accomplishments.
5. Non-Tenure Track Graduate Faculty
    a. *Internal to WSU.* Non-tenure track Graduate Faculty internal to WSU include research, clinical, and affiliate faculty. Non-tenure track Graduate Faculty may teach graduate seminars, serve on graduate student committees, serve as co-chairs of graduate student committees, and supervise research. When serving as a co-chair of a student committee, a faculty member in this category must work with a tenured or tenure-track faculty member who is also an active member of the Politics, Philosophy, and Public Affairs Graduate Faculty.

    b. *External to WSU.* Professionals who are not WSU faculty may be granted Graduate Faculty participation within Politics, Philosophy, and Public Affairs if they are first officially approved as adjunct faculty for WSU. The process used to grant adjunct faculty status is that outlined by the Faculty Manual. Adjunct faculty who are approved as active Politics, Philosophy, and Public Affairs Graduate Faculty are entitled to act as a member of graduate student committees, teach graduate courses, and supervise research. They may not serve as graduate student committee chair or co-chair or in an administrative capacity within the graduate program.

6. Internal Individual Committee Members: Individuals not officially participating as Graduate Faculty within Politics, Philosophy, and Public Affairs (for example, a faculty member from another WSU School or program) may serve on graduate committees as long as they are a member of the Graduate Faculty in their own program or discipline.

7. External Individual Committee Members: Individuals not officially participating as Graduate Faculty within Politics, Philosophy, and Public Affairs (for example, a faculty member from another program or university) may be approved to serve as a thesis/dissertation committee member for an individual student on a case-by-case basis. The committee chair for that student should forward the name and a curriculum vita of the desired committee member to the Politics, Philosophy, and Public Affairs Graduate Studies Director. With approval of the Politics, Philosophy, and Public Affairs Graduate Studies Director, the nomination is then forwarded to the Dean of the Graduate School for final approval.

B. Application for Membership

1. Initial Graduate Faculty within Politics, Philosophy, and Public Affairs are listed in Section XI of this document and have been approved by the Politics, Philosophy, and Public Affairs existing faculty, Graduate Studies Director, and Dean of the Graduate School.

2. Candidates for Graduate Faculty participation within the Politics, Philosophy, and Public Affairs Program should be nominated by an existing Politics, Philosophy, and Public Affairs Graduate Faculty member or may self-nominate. The nomination should include a letter of nomination and a curriculum vita for the nominee. The Politics, Philosophy, and Public Affairs Graduate Studies Director will circulate application materials to all active Graduate Faculty prior to voting. Acceptance as Graduate Faculty requires a positive vote from a majority of Graduate Faculty.

3. In addition to a commitment to maintain the highest standards of mentoring for graduate students, anticipated contributions or qualifications for all successful Graduate Faculty applicants include one or more of the following:

    a. History or reasonable expectation of an active, funded research program that can plausibly be relied upon as the source of continuing support of a Politics, Philosophy, and Public Affairs graduate student;
    b. History of or willingness to participate as appropriate in administrative, teaching, and other functions of the Politics, Philosophy, and Public Affairs graduate program. This may include serving as a thesis or dissertation committee member or chair and/or providing graduate-level instruction;
    c. History of publication of peer-reviewed manuscripts in a discipline related to Politics, Philosophy, and Public Affairs

C. Continuation of Active Membership

1. Graduate Faculty appointments to Politics, Philosophy, and Public Affairs will be reviewed for continuation of active membership by the Graduate Studies Director every three years with one-third of the membership reviewed each year. They will be evaluated for contributions to graduate instruction, research, and teaching. Contributions to the Politics, Philosophy, and Public Affairs program shall be a requirement for continued active membership. Contributions may take the form of any of the following:

    a. Serving as chair or member of Politics, Philosophy, and Public Affairs graduate student committees
    b. Teaching graduate courses in Politics, Philosophy, and Public Affairs
    c. Supervising research for graduate students in Politics, Philosophy, and Public Affairs

2. Faculty who do not make any of the contributions as stated in C.1 above to the Politics, Philosophy, and Public Affairs program for three consecutive years will be designated as *Inactive Graduate Faculty*. Inactive Graduate Faculty <u>do not</u> have

voting rights. Initiation of any of these activities described in C.1 above will result in restoration of active Graduate Faculty designation.

D. Should inactive graduate faculty members wish to discontinue their membership in the Politics, Philosophy, and Public Affairs Graduate Faculty, they may submit a written request for discontinuation to the Graduate Studies Director. If an individual's research and graduate training activity should change, he or she may reapply for Politics, Philosophy, and Public Affairs Graduate Faculty participation at any time.

E. Graduate faculty in the Politics, Philosophy, and Public Affairs Graduate Program who are granted Emeritus faculty status, as defined by WSU policy, shall be afforded all the rights and privileges of Graduate Faculty of the Program provided they continue to participate in the Program as outlined above under Continuation of Membership (Article II. Section C. Sub-section 1.).

Article III. Administration

Administration of the program and its activities is vested in the Graduate Studies Director with advice from the Politics, Philosophy, and Public Affairs Graduate Studies Committee and members of the Politics, Philosophy, and Public Affairs Graduate Faculty.

Article IV Graduate Studies Director

A. The Graduate Studies Director of the Politics, Philosophy, and Public Affairs Program will be nominated by the Executive Committee and accepted by majority vote of the active Politics, Philosophy, and Public Affairs Graduate Faculty. Final approval of the Graduate Studies Director resides with the Dean of the College of Liberal Arts and the Dean of the Graduate School.

B. Duties of the Politics, Philosophy, and Public Affairs Graduate Studies Director

1. Provide overall academic leadership for the Politics, Philosophy, and Public Affairs Graduate Program
2. Develop and implement policies for the Politics, Philosophy, and Public Affairs Graduate Program
3. Represent the interests of the Politics, Philosophy, and Public Affairs Graduate Program to campus and University administrators
4. Call and preside at meetings of the Graduate Studies Committee
5. Be responsible for coordinating all Graduate Program administrative matters within the Graduate School
6. Submit course or curriculum change or approval forms
7. Submit bylaws change or approval forms
8. Be responsible for the accuracy of all publications related to Politics, Philosophy, and Public Affairs including web pages and catalog copy
9. Coordinate Politics, Philosophy, and Public Affairs graduate course teaching assignments

10. Manage the Program's resources for graduate student support
11. Appoint a Politics, Philosophy, and Public Affairs Graduate Studies Committee

Article V. Committees

A. Executive Committee

1. The Executive Committee shall consist of the Politics, Philosophy, and Public Affairs Chair, the Graduate Studies Director, and three tenured Graduate Faculty. Members are appointed by the Politics, Philosophy, and Public Affairs Chair to three-year, renewable terms.

2. The Executive Committee, in addition to working with the Politics, Philosophy, and Public Affairs Graduate Studies Director in administering the Program, shall be responsible for reviewing new Graduate Faculty member applications and nominations, conducting periodic reviews of members, and maintaining a current list of members.

B. Graduate Studies Committee

1. The Graduate Studies Committee (GSC) shall consist of a minimum of four Graduate Faculty members. Members are appointed by the Politics, Philosophy, and Public Affairs Chair to two-year, renewable terms.

2. The GSC shall assist and advise the Politics, Philosophy, and Public Affairs Chair in the following areas:

    a. Coordinate all activities related to the recruitment of Politics, Philosophy, and Public Affairs graduate students
    b. Develop and maintain recruiting materials, including web materials, as required
    c. Review and revise the Graduate Student Handbook on an annual basis
    d. Review all student applications and, in conjunction with the Politics, Philosophy, and Public Affairs Chair after consultation with appropriate Politics, Philosophy, and Public Affairs Graduate Faculty, determine the appropriate disposition of applications (acceptance or rejection) in a timely manner
    e. Make recommendations regarding the use of School resources for providing financial support to graduate students, including assistantships, scholarships and awards
    f. Regularly (at least annually) review the Politics, Philosophy, and Public Affairs graduate curriculum.
    g. Make recommendations to Politics, Philosophy, and Public Affairs Graduate Faculty regarding curricular revision. Such recommendations are forwarded

to the Politics, Philosophy, and Public Affairs Chair to be presented to the Graduate Faculty for approval by majority vote

h. Plan and oversee a new student orientation that is to be held annually prior to Fall semester

Article VI. Graduate Student Committees

A. The initial selection, or subsequent changes, of a graduate student's committee shall be determined jointly by the student and the student's advisor and approved by the Politics, Philosophy, and Public Affairs Graduate Studies Director.

B. The graduate committee of each student shall have a minimum of three members. At least half of committee members and the committee chairperson shall be active Politics, Philosophy, and Public Affairs Graduate Faculty members.

C. As specified in the Graduate School's Policies and Procedures, the performance of each graduate student shall be reviewed annually by the student's graduate committee chairperson and a report submitted to the Politics, Philosophy, and Public Affairs Graduate Studies Director with a copy placed in the student's file.

Article VII. Graduate Student Representatives

At the discretion of the Politics, Philosophy, and Public Affairs Chair, student representation may be added or deleted from any committee structure. In accordance with the Policies and Procedures of the Graduate School at WSU, graduate students are not permitted to serve on the committees of other graduate students. The Chair of any committee with student members must excuse the student representatives from meetings during discussion about other students, during personnel actions or disciplinary issues relating to faculty, during rankings of existing students for funding, and for disciplinary issues related to students.

Article VIII Graduate Faculty Meetings

A. The Politics, Philosophy, and Public Affairs Chair shall call Politics, Philosophy, and Public Affairs Graduate Faculty meetings as needed but at least once annually in the fall semester. All attempts will be made to provide a written agenda in advance.

B. Meetings may be called at the discretion of the Politics, Philosophy, and Public Affairs Chair.

C. Should three or more Graduate Faculty members submit a written request to the Politics, Philosophy, and Public Affairs Chair that a faculty meeting be called, the Chair shall call for such a meeting within 30 days.

D. Efforts will be made to communicate items of interest, including notification of a faculty meeting, to the faculty by e-mail or other electronic means. General Politics, Philosophy, and Public Affairs Graduate Faculty Meetings shall be called with a minimum of one week's notice.

E. Faculty not present on the Pullman campus at the time of a general Politics, Philosophy, and Public Affairs Graduate Faculty Meeting may participate by telephone conference call or other electronic means.

Article IX. Quorum

Unless specified otherwise, a quorum for purposes of voting and other decision making is defined as the majority of active Politics, Philosophy, and Public Affairs Graduate Faculty.

Article X. Amendments

A. The Politics, Philosophy, and Public Affairs Graduate Program Bylaws document shall be reviewed every fifth year by the Politics, Philosophy, and Public Affairs Graduate Committee and annually by the Program Chair to identify needed changes.

B. Amendments to the Bylaws may originate from any eligible Politics, Philosophy, and Public Affairs Graduate Faculty member. Proposed amendments must be forwarded to the Politics, Philosophy, and Public Affairs Graduate Studies Committee and Graduate Studies Director. After discussion, amendments shall be forwarded to the Politics, Philosophy, and Public Affairs Graduate Faculty electronically at least 2 weeks prior to the faculty meeting at which the amendments will be discussed. After discussion, a minimum two-week period will follow the faculty meeting prior to vote. Votes on amendments may occur at a faculty meeting or electronically. Amendments to the Politics, Philosophy, and Public Affairs Bylaws require a positive vote from the majority of all active Politics, Philosophy, and Public Affairs Graduate Faculty.

C. All amendments and revisions must be submitted to the University Graduate Studies Committee and Faculty Senate for review and final approval.

Article XI. List of Initial Graduate Faculty Participants

A. List of Initial Politics, Philosophy, and Public Affairs Graduate Faculty Participants

Politics, Philosophy, and Public Affairs Program Faculty	
Joseph Campbell	Professor, Philosophy
Thomas Preston	Professor, Political Science
Martha Cottam	Professor, Political Science
Amy Mazur	Professor, Political Science

Cornell Clayton	Professor, Political Science
David Nice	Professor, Political Science
Michael Myers	Professor, Philosophy
Nicholas Lovrich	Professor, Political Science, Emeritus faculty
Steven Stehr	Associate Professor, Political Science
Travis Ridout	Associate Professor, Political Science
Andrew Appleton	Associate Professor, Political Science
David Shier	Associate Professor, Philosophy
Carolyn Long	Associate Professor, Political Science (WSU Vancouver)
Mark Stephan	Associate Professor, Political Science (WSU Vancouver)
Paul Thiers	Associate Professor, Political Science (WSU Vancouver)
Dana Baker	Associate Professor, Political Science (WSU Vancouver)
Darryl Wood	Associate Professor, Political Science (WSU Vancouver)
Christopher Faricy	Assistant Professor, Political Science
Matthew Weidenfeld	Assistant Professor, Political Science
Aaron Bunch	Assistant Professor, Philosophy
Bill Kabasenche	Assistant Professor, Philosophy
Matt Stichter	Assistant Professor, Philosophy

Affiliated Faculty	
Faith Lutze	Associate Professor, Criminal Justice
Otwin Marenin	Professor, Criminal Justice
Bryan Vila	Professor, Criminal Justice (WSU Spokane)
David Brody	Associate Professor and Director, Criminal Justice
Bill Budd	Professor, Environmental Science and Regional Planning
Laurie Drapella	Associate Professor, Criminal Justice (WSU Vancouver)
Susan Finely	Associate Professor of Education and MIT Elementary Program Chair
Jerry Goldstein	Professor, Business
Dan Jaffee	Assistant Professor, Sociology
Alair MacLean	Assistant Professor, Sociology
Clay Mosher	Associate Professor, Sociology
Tom Tripp	Professor, Business
Amy Wharton	Professor, Sociology
Barry Hewlett	Professor, Anthropology
Beth Tarasawa	Clinical Assistant Professor, Sociology
Xiuyu Wang	Assistant Professor, History

B. The Graduate Studies Director of the Politics, Philosophy, and Public Affairs Program is responsible for submitting an updated list of active and inactive Politics, Philosophy, and Public Affairs Graduate Faculty participants to the Dean of the Graduate School for approval annually.