PROFESSOR GARY CHERN, Chair  
Designated Emphasis in Reproductive Biology

RE: Approved Bylaws

The Bylaws Committee has completed their review of the bylaws for the Designated Emphasis in Reproductive Biology. Graduate Council considered and approved these bylaws at their meeting on May 17, 2007.

Attached is a copy of the Committee’s May 10, 2007 memo to Council outlining their review of the bylaws and recommendation for approval; and a copy of the bylaws reflecting Council’s approval date. An electronic copy of these documents will be emailed to you to be retained in your files and used for future revisions.

Sincerely,

Shrini Upadhyaya, Chair  
Graduate Council

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cc: Kathy Garcia  
Carla Lacey  
Alisha Nork
May 10, 2007

PROFESSOR SHRINI UPADHYAYA, Chair
Graduate Council

RE: Bylaws – DE in Reproductive Biology

Dear Professor Upadhyaya:

The Bylaws Committee has completed their review of the bylaws for the DE in Reproductive Biology and is transmitting them to Graduate Council for final review and approval.

The program revised their bylaws to comply with the Program Review Process.

Sincerely,

[Signature]
Walter Leal, Chair
Bylaws Committee

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Enclosure
Designated Emphasis in Reproductive Biology Bylaws
Administrative home: Department of Animal Science
Revision date: March 1, 2006
Graduate Council’s Approval Date: May 17, 2007

Article I. Objective

A. Specialization:

The Designated Emphasis Program for Reproductive Biology (hereafter referred to as the DERB) is organized primarily to indicate a specialization in reproduction biology for established Ph.D. degree programs and will be administered in conformance with the Rules of the Graduate Studies of University of California, Davis campus. The DERB will indicate that the recipient of the Ph.D. degree in one of the six graduate programs has received additional training in reproduction.

B. Affiliated Ph.D. Programs:

The following graduate groups participate in DERB: Animal Biology, Cell and Developmental Biology, Comparative Pathology, Epidemiology, Molecular, Cellular, and Integrative Physiology, and Pharmacology and Toxicology.

C. Mission of the DERB:

The DERB will enable graduate students from six different programs to obtain additional training in reproduction. It will also serve as a focal point for graduate students in reproductive biology, who are in different graduate programs, across colleges on the Davis campus.

Article II. Membership

A. Criteria for Faculty Membership in the DE

The Program will consist of those persons associated with the Davis campus qualified to guide candidates to degrees in areas of research that are related to reproductive biology. Program participants must be a member of an affiliated graduate groups/programs, have an active research program, and will indicate their desire to participate in the Program’s activities. Admissibility will be determined by a majority vote of the Executive Committee of the Program.

Active research – appropriate to the specialization(s) encompassed by the DE. Areas include but are not limited to: reproductive and developmental toxicology, reproductive biology and physiology, developmental biology, reproductive epidemiology, and population health and reproduction.

Voting rights: All active members of the DERB are eligible to vote.
B. Application for membership

1. How faculty may apply

Faculty may request to be included as a member of the DERB if they are associated with an affiliated graduate groups/programs. A letter of request should be sent to the Chair of the DERB who will then circulate to the Executive Committee for review and approval. Admissibility will be determined by a majority vote of the Executive Committee.

2. Anticipated contributions that graduate faculty members will perform as a member

It is expected that members will serve on the Qualifying Examination and on Dissertation Committees of DERB students within their own graduate groups. In addition, three DERB faculty from different graduate groups should be willing to serve for a three year term for a three year period.

Faculty, or members of their research group, are expected to participate in the annual Reproductive Biology Colloquium

C. Emeritus Status

Emeritus professors will have full voting rights and participation in the DERB providing they have active status in one of approved the affiliated graduate groups/programs.

D. Verification of Continued Membership

Membership will include periodic verification of participation by the membership and affiliated departments, every three years.

E. Membership Appeal Process

Membership will be denied if the applicant is not a member of one of the affiliated graduate groups/programs and/or is not in good standing (active research program and track record with graduate students) in one of those groups. Applicants denied membership or renewal of membership may use the final appeal to the Dean of Graduate Studies.

Article III. Administration

The management of the DERB shall be vested in a Chair and an Executive Committee. The Executive Committee will consist of the Chair plus three faculty members elected by the members of the DERB.
Article IV. DE Chair

A. Chair appointment:

The Dean of Graduate Studies appoints Chairs of Designated Emphasis Programs, in accordance with the policies and procedures of the Office of Graduate Studies.

The Executive Committee of the DERB will act as the Committee for the Chair nomination process, to solicit nominations from the faculty of the DERB, determine whether the nominees are willing to serve, and solicit comments from the DERB faculty on the suitability of the nominees that are willing to serve.

The Executive Committee will forward candidates for Chair to the Dean of Graduate Studies along with all comments received from the faculty during the nomination and consultation process. All comments solicited from faculty of the group will be treated as confidential information by the DERB’s Nominating Committee and by the Office of Graduate Studies.

The DERB membership may express a preference and, if it does, should indicate the basis for determining that preference. The Associate Dean for Programs will interview the nominees and consult with the lead dean for the DERB before forwarding a recommendation to the Dean of Graduate Studies for consideration appointment. The normal term of the Chair’s appointment is three years, however what is recommended will be based on the nominees’ willingness to serve.

B. Duties of the Chair:

Duties will include: a) work with the Executive Committee verify the faculty members of the DERB; b) serve as graduate adviser for DERB students; c) provide overall academic leadership for the DERB; d) develop and implement policies for the DERB together with the Executive Committee; e) represent the interests of the DERB to the campus and University administrators; f) call and preside at meetings of the Executive Committee and of the DERB; g) be responsible for coordinating all administrative matters with the Office of Graduate Studies; h) be responsible for the accuracy of all publications related to the DERB including web pages and catalog copy; i) meet annually with the chairs of the affiliated programs.

Article V. Executive Committee

1. The Executive Committee is elected by the DERB faculty and will be composed of three faculty representing three different affiliated graduate groups/programs and the DERB Chair. The affiliated graduate groups/programs of the three Executive Committee (other than the Chair) will ideally not overlap with those of the Chair

2. Nominations for the Executive Committee shall be made by the faculty of the DERB during the third year of the tenure of the Executive Committee members.
3. A student representative will be appointed to the Executive Committee for a two year term.

4. Membership will be for three years.

5. Executive Committee members will have full voting rights.

6. The DERB Chair is the Chair of the Committee. In the DERB, the Executive Committee will undertake functions including membership, curriculum or educational policy. If the DERB has funds from some external source, such as a training grant, it will need to distribute those funds to students.

Article VI. Student Representatives

The Chair, upon recommendation of the DERB graduate students, appoints student representatives to the Executive Committee.
A. Students may be appointed for up to two years
B. Student voting will be advisory only.
C. It is expected that student representatives will attend the annual meetings.
D. The Chair of the Executive Committee will excuse the student representatives from meetings covering confidential personnel topics.

Article VII. Graduate Advisers

The Chair of the DERB will serve as the Graduate Adviser. Duties include:
- recommendation of courses relating to the DERB
- assist student in requesting course exceptions
- provide input for qualifying exam in relation to the DERB

Article VIII. Meetings

A. The DERB annual meeting will be held in the Fall to coincide with the Reproductive Biology Colloquium.
B. Annual meetings will be called by the DE Chair
C. Five or more faculty members may petition the Executive Committee if they wish to hold another meeting.
D. Notifications of meetings will be by electronic mail.
E. Faculty may participate in the annual meeting via conference call or video conferencing if they are away from campus.

Article IX. Quorum

All DERB voting will be preferably be by electronic ballot but can be by mail if necessary. The quorum for the DERB will follow Graduate Council's quorum policy:
- voted on by 50+% of the eligible members
- passage requires a 50+% supporting vote of the members voting.

Article X. Order of Business for Meetings
An agenda will be provided prior to each meeting, but a formal order of business will not be set.

**Article XI. Amendments**

A. Proposed amendments to the DERB by-laws will be submitted to the Executive Committee.

B. Amendments will be circulated electronically as well as by mail to all DERB faculty.

C. Voting will be as per the DERB quorum. Faculty will be given 3 weeks from the time of ballot circulation to submit their vote.

D. All amendments and revisions must be submitted to Graduate Council for review and approval.