Designated Emphasis for Second Language Acquisition: Bylaws
Office of Graduate Studies

I. Objective

Since 1998, Davis has offered a Designated Emphasis in Second Language Acquisition (SLA). The DE provides doctoral students in Anthropology, Comparative Literature, Education, French, German, Spanish and Psychology with both a theoretical and practical knowledge of language acquisition. Students are required to take four courses and write a research paper as an independent study with a faculty member affiliated with the program. Two of the courses are on theories and research methods of SLA and the other two courses are drawn from the areas of pedagogy, SLA and society, SLA and multilingualism, and SLA and cognition. These courses are taught by faculty members in Education, German, Linguistics, Spanish and Psychology.

Graduate students at Davis teach not only English to speakers of other languages but also teach foreign languages to undergraduates. In language departments and ESL, this is done under the guidance of a language coordinator who is trained in applied linguistics. Graduate students who more fully understand the process of second language acquisition contribute to improving the overall delivery of undergraduate language instruction. Choosing the DE in SLA gives graduate students the opportunity to integrate theory with the methods they use in the classroom. At Davis, graduate students have the opportunity to move beyond being a well-trained teacher to understanding curricular choices in undergraduate language education. This is an important part of graduate student professionalization and the DE makes it available to all graduate students whether their main area of study is anthropology, education, literature or linguistics.

II. Membership

Members are selected by disciplinary expertise and membership consists of those persons associated with the Davis campus qualified to guide candidates in SLA-related areas of research. Membership includes from the participating PhD programs listed above and the following non-PhD programs: African & African American Studies, East Asian Languages and Cultures, Italian, Linguistics, and Native American Studies. Members must have an active research program and be willing to participate in the DE. Members come from both the Academic Senate and Federation. Emeritus faculty can be members, if the criteria for membership are met. Membership is in accordance with the Graduate Council’s Guidelines for Membership in Graduate Programs (http://gradstudies.ucdavis/gradcouncil/membership.pdf)

Members may be nominated by anyone, but membership is determined by a majority vote of the DE Executive Committee. In order to retain membership, members must have an active theoretical or action research program and/or be involved in TA Training and Supervision. They should play an active role in program administration by serving or being willing to serve on DE committees. They should also provide, as appropriate, graduate student instruction and research instruction and serve on dissertation/thesis and qualifying examination/Master’s comprehensive examination committees. Each year the
Executive Committee will review one third of the membership and assess their participation in the activities in the DE.

A member can be terminated if the Executive Committee determines that a member has been unwilling to serve on DE committees, teach courses in the DE, provide graduate research instruction or TA supervision to graduate students and/or serve on exam committees for a period of three years. Termination will be decided by a majority vote of the Executive Committee.

III. Organization & Administration

The administration of the program and its activities will be vested in an Executive Committee consisting of three program members and chaired by the DE program chair. The SLA Institute Director may also serve on the Executive Committee in an ex-officio capacity, if not elected as a regular member.

IV. DE Program Chair

The Dean of Graduate Studies, upon the recommendation of the DE’s Executive Committee, appoints the chair.

V. Committees

The Executive and Membership Committees are combined. The combined committee administers the program, maintains a current list of members, reviews new member applications and nominations and conducts periodic reviews of members, using the criteria indicated in Article II.

The members of the Committee are elected for three-year terms. Nominations and elections are done in the Spring Quarter every year to replace the member finishing a three-year term. Elected members assume their duties on July 1. Any unexpected vacancy will be filled by faculty member(s) selected by the Committee. To ensure broad participation, the Committee will have at least two members from two academic programs different from that of the Chair. There is one graduate student member who is elected by the students each year to serve a one-year term. The student will not be present for the discussion of another student’s file or participate in discussions dealing with collective bargaining issues. Voting may be done by email ballot http://gradstudies.ucdavis.edu/gradcouncil/bylaws.pdf.

The Chair of the Graduate Council approves graduate advisor appointments. The Executive Committee will provide nominations to the Associate Dean for Graduate Programs. The associate dean will review and recommend nominees to the Chair of Graduate Council for appointment.

Ph.D students enrolled in the DE must have one member on their oral exam committee that represents the DE.

VI. Student Representatives
The Chair will appoint the student who is elected by the graduate students in the DE for a one-year term to the Executive Committee (see Article V).

VII. Graduate Advisors

The Chair of the DE serves as the Graduate Advisor. If the program expands beyond the 15:1 ratio of students to advisors the Executive Committee will nominate additional advisors as needed.

VIII. Meetings

The Committee will meet at least twice a year. The Chair of the Committee will meet with the Chairs of affiliated Ph.D programs at least once a year to discuss matters of importance to the SLA program. The Committee will meet at least once annually with the Membership during the Spring Quarter or when requested by three or more members.

IX. Quorum

A quorum will be considered fifty-one percent of the members in-residence. Passage requires a two-thirds majority vote of all members voting.

X. Order of Business (omitted)

XI. Amendments

All amendments and revisions must be submitted to Graduate Council for review and approval. The by-laws may be amended by a two-thirds majority vote of all members voting. Written notice of a proposed amendment will be sent to each member for discussion at least ten calendar days prior to a vote.