CHARTER FOR THE
UC Davis Department of Civil and Environmental Engineering Graduate Student Advisory Committee
Adopted May 23, 2018

Article I: Objective

The UC Davis Department of Civil and Environmental Engineering (CEE) Graduate Student Advisory Committee (GSAC) works with the CEE faculty to provide a voice for graduate students on matters pertaining to graduate education in the department. The GSAC serves in an advisory capacity. The GSAC should aim to represent the general views of the graduate student population, and actively work to improve the graduate student experience.

Article II: Membership and Positions

- There shall be 10 members of the GSAC, with two representatives from each area of specialization (environmental, geotechnical, structural, transportation, water resources). In the event that two suitable and willing representatives from each area cannot be identified after reasonable effort is made, one or more of the GSAC seats may remain vacant or be filled by a third representative from a different area of specialization.
- One of the two members from each area shall typically be a Ph.D. student (or M.S./Ph.D. student) and one shall typically be an M.S. student.
- To ensure continuity, student terms shall be staggered. M.S. student terms shall begin at the beginning of the winter quarter, and Ph.D. terms shall begin at the beginning of the spring quarter. Student terms are one year, with the possibility of renewal. Students wishing to end their terms early are responsible for finding a suitable replacement.
- Members may be either self-nominated or nominated by others.
- The GSAC may choose to establish specific positions (e.g., Chair, Vice-Chair, Academic Coordinator, Activities Coordinator, etc.) as appropriate.
- Members who end their graduate student program at the time of their nomination or part way within the membership will conclude their membership within the same academic year.

Article III: Responsibilities and Tasks

The GSAC’s responsibilities are to (1) advise CEE faculty on issues pertaining to graduate education; (2) strengthen relationships and build a sense of community across the five CEE areas of specialization; and (3) foster a collaborative, supportive environment for all CEE students department-wide and within individual programs. To carry out these responsibilities, the GSAC shall perform the following tasks:

- Liaise regularly with CEE faculty, including by:
  o providing, orally or in writing, summaries of meetings and other GSAC activities, and
  o by participating in faculty meetings as the GSAC and CEE Chair and Vice Chair for Graduate Studies mutually determine is necessary.
- Assist in the organization of the CEE Distinguished Speaker Seminar Series.
● Develop and implement strategies for soliciting input from CEE students department-wide and within individual programs.
● Organizing social and academic-oriented activities and projects designed to increase departmental cohesion (e.g., coffee hours, field trips, etc.). The GSAC shall strive to organize at least one larger-scale, service-oriented activity or project per year.

Article IV: Meetings

● The GSAC shall meet approximately biweekly.
● The GSAC shall have approximately quarterly meetings with the CEE Chair and Vice Chair for Graduate Studies.
● Additional meetings between the GSAC and the CEE Chair and Vice Chair for Graduate Studies may occur on an *ad hoc* basis and may be requested by any of the three parties.
● GSAC representatives may participate in faculty meetings as the GSAC and CEE Chair and Vice Chair for Graduate Studies mutually determine is necessary.

Article V: Other Provisions

● Serving on the GSAC is a voluntary, unpaid role. Members shall be formally recognized on the CEE GSAC webpage (http://cee.engr.ucdavis.edu/graduate-resources/gsac/).
● CEE may provide departmental funding for GSAC-organized activities, subject to the approval of the CEE Chair and Vice Chair for Graduate Studies.
● Any of the provisions in this charter may be modified by mutual agreement of the GSAC and the CEE Chair and Vice Chair for Graduate Studies.
● In the circumstance needing conflict resolution or significant (), the GSAC will default resolution to the Graduate Council.