April 22, 2016
9:30-11:30am
Physical location: ADM 204
Audio Conference: 786-6755, Passcode: 284572

I.   Roll Call
( ) Arlene Schmuland (LIB, Chair)   ( ) Andrew Metzger (CoENG)
( ) Anthony Paris (FS)   ( ) Hsing-Wen Hu (COE)
( ) Bogdan Hoanca (FS)   ( ) Cindy Knall (COH)
( ) Sam Thiru (CAS)   ( ) Peter Olsson (CTC)
( ) Jervette Ward (CAS)   ( ) Clayton Trotter (CBPP)
                                       ( ) Mei Rose (CBPP)

Ex-Officio Members
( ) Susan Kalina (OAA)
( ) Lora Volden (Registrar)
( ) Gianna Niva (Scheduling and Publications)
( ) Elisa Mattison (Graduate School)

II.   Approval of Agenda (pg. 1-3)

III.   Approval of Meeting Summary (pg. 4-5)

IV.   Administrative Reports
A.   Vice Provost, Susan Kalina

B.   University Registrar, Lora Volden

C.   Graduate School, Elisa Mattison

D.   GAB Chair, Arlene Schmuland

V.   New Business
Election of chair. See duties below

GAB Chair's duties:

According to the FS Constitution:
- The President, First Vice President, and Second Vice President of the Faculty Senate together with the chairpersons of the Undergraduate Academic Board; the Graduate Academic Board; and the Past President, who shall be an ex officio, non-voting member; shall constitute the Executive Board of the Faculty Senate. (Article 4, Section 13)
- The position of Board or Committee Chair shall be vacated if the occupant fails to attend two consecutive regularly scheduled meetings of the Board or Committee; or if the occupant fails to attend two consecutive regularly scheduled Senate meetings. (Article 5, Section 14)

- Committee Chairs may appoint ex-officio, non-voting members. (Article 5, Section 16)

According to the FS Bylaws:
- Newly elected and continuing members of the Board shall elect the chairperson no later than May 15 with service to begin June 1. The chair shall be elected by the Board from those members who are in the second year of their terms or who have served at least one previous term of office. If the chair is not an elected senator, the chair shall become an ex-officio, voting member of the Senate. (Subsection C)
- The Chairs of the Undergraduate Academic Board and the Graduate Academic Board may establish a joint special committee to consider matters of mutual concern to the Academic Boards. (Subsection D)

And in real-speak:
- Serves on Faculty Senate Executive Board. This board generally meets once a week for two hours during the fall and spring semesters.
- Serves on Faculty Senate. This requires attending all Faculty Senate meetings (or having a proxy from GAB attend and represent the Board.)
- Sets the agenda for meetings with the Governance coordinator. This usually includes checking any curriculum or programs forwarded to GAB to make sure they've met deadlines for coordination for the next scheduled meeting, determining the order of precedence on the agenda, performing a quick review at time of submission to catch any corrections that may need to be done prior to material being placed on the agenda.
- Acting as a consultant for OAA, the Registrar's Office, Faculty Senate, or any other university offices or individuals who may have questions about graduate curriculum and policy matters.
- Keeping communication lines open and active with the chair of the Undergraduate Academic Board.

VI.   Program/Course Action Request - Second Readings

Chg   International Graduate Student Admissions Policy (pg. 6)
Chg   ESM A620   Statistics for Engineering, Science and Project Management
Chg   CIVL-MS   Master of Science in Civil Engineering
Graduate Council Catalog Update Request – Reinstatement Clarification (pg. 7)

VII.   Program/Course Action Request – First Readings

Chg   EDLD-MED: Master of Education in Educational Leadership
Add   PADM A608   Organizational Theory, Design and Development
Chg   ESM A617   Technology Management
Chg   PM A698   Individual Research
Add   ME A610   Advanced Biomechanics

VIII.   Old Business

IX.   Informational Items and Adjournment

April 8, 2016
9:30-11:30am
Physical location: <mark>LIB 307</mark>
Audio Conference: 786-6755, Passcode: 284572

I. **Roll Call**
(P) Arlene Schmuland (LIB, Chair)   (P) Andrew Metzger (CoENG)
(P) Anthony Paris (FS)   (P) Hsing-Wen Hu (COE)
(P) Bogdan Hoanca (FS)   (E) Cindy Knall (COH)
(P) Sam Thiru (CAS)   (P) Peter Olsson (CTC)
(E) Jervette Ward (CAS)   (P) Clayton Trotter (CBPP)
                                     (P) Mei Rose (CBPP)

Ex-Officio Members
(P) Susan Kalina (OAA)
(P) Lora Volden (Registrar)
(P) Gianna Niva (Scheduling and Publications)
() Elisa Mattison (Graduate School)

II. **Approval of Agenda** (pg. 1-2)
Approved

III. **Approval of Meeting Summary** (pg. 3-4)
Approved

IV. **Administrative Reports**
A.   Vice Provost, Susan Kalina
Looking for volunteers to be a part of a CIM Feedback group this summer. All suggestions can be made submitted to her.

B.   University Registrar, Lora Volden

C.   Graduate School, Elisa Mattison

D.   GAB Chair, Arlene Schmuland
Dave Fitzgerald, Arlene Schmuland and Carrie King will be rewriting the curriculum handbook this summer and making it web based.

V. **New Business**

VI. **Program/Course Action Request - Second Readings**

VII. **Program/Course Action Request – First Readings**

2016-2017 Purge List (pg. 5-15)
        Approved for first, waived for second
Chg   EDLD-MED   Master of Education in Educational Leadership
        Postponed for faculty representation

Chg   International Graduate Student Admissions Policy (pg. 16)
       Accepted as first read

Chg   EMGT-MS   Master of Science in Engineering and Science Management
Chg   ESM A613   Design for Innovation
       Waive first, approve for second
Chg   ESM A620   Statistics for Engineering, Science and Project Management
       Accepted as first read

Add   ME A621   Engineering Finite Element Analysis
Del   BIOL A630   Advanced Marine Mammal Biology
Del   BIOL A630R   Advanced Marine Mammal Biology Recitation
       Waive first, approve for second

Add   PADM A608   Organizational Theory, Design and Development
       Postponed for faculty representation

Chg   CIVL-MS   Master of Science in Civil Engineering

Graduate Council Catalog Update Request – Reinstatement Clarification (pg. 17)
       Accepted as first read
Graduate Council Catalog Update Request – Incomplete Clarification (pg. 18)
       Waive first, approve for second

VIII. Old Business

IX.   Informational Items and Adjournment

International Graduate Students

International students who intend to reside in the U.S. for the purpose of pursuing a certificate or degree as F-1 visa students and need a form I-20 Certificate of Eligibility for Non-immigrant F-1 Student Status must meet university and degree program admission requirements and submit the following:

- Official TOEFL (minimum score of 79-80 IBT) or IELTS (minimum score of 6-6.5) scores, completed within the last two years and sealed by the issuing agency. International students may request an exemption from the language exam requirements if they:
  - are a native speaker of English or if English is their first language, or
  - have earned a bachelor's or master's degree from a regionally accredited U.S. institution.

  Alternate documentation of English proficiency may be considered on a case-by-case basis and approved by the program faculty and dean of the college.

  The University reserves the right to require additional English proficiency evidence, even from those who are eligible for an examination exemption.

- A notarized affidavit of financial support from the student or the student's financial sponsor and documentation of financial resources to cover one full academic year of study.
- A completed Admissions Agreement for Prospective F-1 Students.

Students who earned their baccalaureate degree outside the U.S. or English-speaking Canada must submit an international credential evaluation from the WES ICAP Course-by-Course Evaluation Service, stating that they have earned the equivalent of a U.S. baccalaureate degree. Evaluations should be sent directly to the UAA Office of Admissions, P.O. Box 141629, Anchorage, AK 99514-1629.

- Students who have earned multiple bachelor degrees or already hold an advanced degree should contact the program to which they are applying to determine if a WES ICAP is needed for all institutions attended. In some cases, an evaluation only for the previous study most relevant to their UAA program will be needed. These decisions are made by the program faculty and approved by the dean of the college.

Students transferring from other institutions in the U.S. must also complete and submit the F-1 Transfer Eligibility Form.

International students in F-1 visa status must be formally admitted, full-time, degree-seeking students. Health insurance is mandatory. Visit the International Student Services website for details and forms.

- See more at:
https://catalog.uaa.alaska.edu/policies/admissions/graduate/#sthash.aWGPcv6m.dpuf

Graduate Council's Requested Catalog Updates, 2016

Reinstatement to Graduate Degree-Seeking Status

Students who have been removed from graduate degree-seeking status for failure to undertake continuous registration or failure to make ~~continuous~~ satisfactory progress toward a graduate degree as determined by the program ~~indicated by the Annual Report of Student Progress or by their student record~~, ~~must re-apply~~ , may apply for reinstatement for ~~for~~ graduate study and pay the appropriate fee after one calendar year from the semester in which they were removed. When ~~re-applying~~ applying for reinstatement to their graduate degree program ~~for graduate studies~~, it is the student's responsibility to demonstrate ability to succeed in the graduate program. Readmission ~~may~~ will be conditional on maintaining minimum academic standards within the first semester of study; the student will be in probationary status for their first 9 credits after returning to graduate studies.
- See more at: https://catalog.uaa.alaska.edu/graduateprograms/degreerequirements/policies/#sthash.b8Edl31z.dpuf

Reinstatement to Graduate Certificate-Seeking Status

Students who have been removed from graduate certificate-seeking status for failure to make satisfactory progress ~~must re-apply for a~~ may apply for reinstatement to the graduate certificate program and pay the appropriate fee after one calendar year from the semester in which they were removed. When ~~re-applying for a~~ applying for reinstatement to the graduate certificate program, it is the student's responsibility to demonstrate ability to succeed in that program. Readmission ~~may~~ will be conditional on maintaining minimum academic standards within the first semester of study; the student will be placed in probationary status for their first 6 credits after returning to graduate studies.
- See more at: https://catalog.uaa.alaska.edu/graduateprograms/gradcertrequirements/policies/#sthash.ENtVLp3z.dpuf