

UAA Graduate Council Agenda

Thursday, December 15, 2011 / 3:00 pm-4:00 pm / Room RH 303

UAA's Graduate Council advises the Dean of the Graduate School in policy matters and promotes general advocacy of programs throughout the University community. The Council reviews, determines, and recommends policies for graduate programs. Its members consist of graduate chairs and directors and a representative from the Graduate Student Association.

Members:

	Rashmi Prasad, Chr.		Beth Sirles		Betty Predeger		Darren Prokop		David Stevenson
	Dean Konopasek		Gloria Eldridge		Greg Protasel		GSA - Kim Jochum		James Fitterling
	Jeff Bailey		Jennifer Burns		Jennifer Stone		Jim Powell	E	LuAnn Piccard
	Micah Fierstein		Osama Abaza		Paul White		Rhonda Johnson		Robert Furilla
	Sally Spieker		Steve Wang						
	Ex-Officio:		Satasha Green		Claudia Clark		Cathy LeCompte		Patricia Linton
	Registrar:	E	Shirlee Willis-Haslip		Lora Volden				
	Graduate School:		Helena Wisniewski		David Yesner		Elisa Mattison		

E = Excused

P=Present

- 1) Roll Call and Approval of Agenda/Approval of Minutes
- 2) Remarks/Report the Chair
- 3) Reports:
 - a) Associate Dean's Report
 - b) Director's Report
 - c) Registrar's Report
 - d) GSA Report
 - e) Information Session – no Information Session this month
- 4) Old Business: (45 minutes)
 - a) Graduate School Strategic Plan – led by Graduate School Dean, Dr. Helena Wisniewski
 - b) Work group reports (time permitting)
- 5) New Business
- 6) Informational Items and Adjournment

SAVE THE DATES! Graduate Council will meet in RH 303 12:00-1:00 pm for AY 11-12

<u>FALL 2011</u>	<u>SPRING 2012</u>
Friday August 19	Friday January 27
Friday September 30	Friday February 24 (Room TBA)
Friday October 28	Friday March 30
Friday November 18	Friday April 27
Thursday, December 15	

Graduate Council Workgroups 2011-2012

Graduate School Strategic Plan		UAA Catalog – Graduate Programs/Chapter 12
Chair: Rashmi Prasad		Chair: David Yesner
David Yesner		Lora Volden
Jeff Bailey		Elisa Mattison
Outcomes: 1) A vision statement 2) Priorities identified and ranked 3) Strengths, Weaknesses, opportunities and Threats exercise conducted 4) Brief working document produced by January 2012		Outcomes: 1) Review existing document and identify gaps in the text (gaps: necessary language for doctoral programs, acknowledging doctoral programs; missing policies—currently running on informal norms/customs not formal policy) 2) Produce a revised draft for review by April 2012
Graduate Paperwork and Processes		Graduate Policies
Chair: Sally Spieker		Chair: Beth Sirles
Kim Jochum		Jim Powell
Elisa Mattison		Sally Spieker
Lora Volden		Greg Protasel
Outcomes: 1) Develop overall process-chart for principle documentation and recording tasks (draft describing existing processes) 2) Identify policy gaps 3) Identify policy inconsistencies across academic programs 4) Devise a ‘new and improved’ integrated process chart		<i>Coordinate with Catalogue Committee</i> Outcomes: 1) Identify principle policy areas (e.g. admissions, review of academic standing, dismissal, responsible research conduct, and time-lines for completion...) 2) Review policy for all (or part) of the policy areas. 3) Prepare a report identifying missing or inadequate policy and policy language and create a priority list for policies development and change,
Doctoral Proposal Review		Graduate Student Employment/Payment
Chair: Rhonda Johnson		Chair: Paul White
LuAnn Piccard		Osama Abaza
Dean Konopasek		Jennifer Stone
Jeff Bailey		Jen Burns

Betty Predeger		Robert Furilla
<p>Outcomes:</p> <ol style="list-style-type: none"> 1) Review the proposal documents of existing doctoral programs 2) Develop a brief doctoral proposal draft (5 pages) by January 2012 		<p>Outcomes:</p> <ol style="list-style-type: none"> 1) Take stock of the complicated situation regarding hiring graduate assistants 2) Identify the parties/offices involved and any overlapping domains of jurisdiction 3) Create a rough process chart to guide program directors as to the appropriate procedures in hiring
Orientation		Other:
Chair: TBA		
GSA- Kim Jochum		
CAS		
SoE		
CBPP		
COH		
COE/CTC		
Elisa Mattison		
<p>Outcomes:</p> <ol style="list-style-type: none"> 1) Plan comprehensive graduate student orientation 2) Coordinate dates of program orientations /open houses with orientation to UAA and the Graduate Student Welcome Reception 3) TA orientation and training 4) Publish dates by May 2012 for fall 2012 5) Orientation for distance students on Graduate School website 6) UAA Procedures, e.g., petty cash, Travel Authorizations, etc. 		