

UAA Graduate Council Agenda

Friday, October 28, 2011 / 12:00 noon-1:00 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	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:	Shirlee Willis-Haslip	Lora Volden		
	Graduate School:	Helena Wisniewski	David Yesner	Elisa Mattison	

- 1) Roll Call and Approval of Agenda/Approval of Minutes
- 2) Remarks/Report from Acting Chair – Jeff Bailey
- 3) Graduate Dean Introduction and Remarks – Helena Wisniewski
- 4) 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
- 5) Old Business:
 - a) Chairs and volunteers for Work Groups
 - b) Work Group Reports
 - a) Strategic Planning: SWOT Exercise
 - c) Election of Chair Elect
- 6) New Business
- 7) 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

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: TBA		Chair: Beth Sirles
Kim Jochum		Jim Powell
Elisa Mattison		Sally Spieker
		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: TBA
LuAnn Piccard		Paul White Civ Engr Rep
Dean Konopasek		Jennifer Stone
Jeff Bailey		Jen Burns
Betty Predeger		Psychology Rep

<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
<p>Orientation</p>		<p>Other:</p>
<p>Chair: TBA</p>		
<p>GSA- Kim Jochum</p>		
<p>CAS</p>		
<p>SoE</p>		
<p>CBPP</p>		
<p>COH</p>		
<p>COE/CTC</p>		
<p>Elisa Mattison</p>		
<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. 		