

UAA Graduate Council Agenda

Friday January 18, 2012 / 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, directors, and a representative from the Graduate Student Association.

Members:

	Gloria Eldridge, Chr.	Angela Dirks	Beth Sirles	Bogdan Hoanca	Darren Prokop
	David Stevenson	Diana Steer	Greg Protasel	Laura Kelley	James Fitterling
	Jennifer Burns	Jennifer Stone	Jim Seitz	Keith Cates	Liz Boario
	LuAnn Piccard	Maureen O'Malley/ Christine Michel	Osama Abaza	Paul White	Rachel Boschma- Wynn (GSA)
	Rhonda Johnson	Robert Capuozzo	Susan Garton		
	Research & Graduate School:	Helena Wisniewski	David Yesner	Elisa Mattison	Jeff Bailey
	Ex Officio:	Bart Quimby	Cathy LeCompte	Hilary Seitz	Patricia Linton
		Rashmi Prasad	Steve Cobb	Susan Kaplan	
	Registrar:	Lora Volden			

- 1) Roll Call and Approval of Agenda/Approval of Minutes
- 2) Remarks/Report from Chair Gloria Eldridge
- 3) Reports:
 - a. Report on Degreeworks for GSPs (Bodgan Hoanca)
 - b. Associate Dean's Report (David Yesner)
 - c. Director's Report (Elisa Mattison)
 - d. Registrar's Report (Lora Volden)
 - e. GSA Report (Rachel Boschma-Wynn)
- 4) Old Business:
 - a. Update on progress in work committees
 - **Paperwork, Processes, Policies and Programs**
 - Subsumes former UAA Catalog committee and Graduate Paperwork, Processes, and Policies committee.
 - **Doctoral Initiatives**
 - Subsumes former Doctoral Proposal Review committee and is responsible for initiation of and support for doctoral programs.
 - **Graduate Student Funding and Employment**
 - Graduate assistant (teaching, research, service) and student worker issues.
 - **Graduate School Marketing, Student Recruitment and Retention**
 - Public face of the UAA graduate school, marketing to and recruiting potential students and retaining students
 - **E-learning and Distance Delivery**

- Issues related to other modalities of delivery of graduate courses and programs
 - b. Continued discussion of proposed Graduate School policy changes (David Yesner)
 - First meeting times with graduate committees
 - First submission times for GSPs.
 - Dates for acceptances for graduate students in programs providing university assistantships.
 - Chapter 12 revisions:
 - Develop of graduate handbooks and mandatory thesis guidelines for individual programs
 - Graduate School presence at Master's degree defenses to sign the defense form
 - Graduate School review of projects with written products (in addition to theses)
 - Continued discussion of proposed Graduate School policy changes (David Yesner)
 - c. Reschedule "Supervisor Safety Training." According to UA policies, all supervisors including faculty who supervise graduate students, have the responsibility for providing a working environment that is safe and free from health and safety hazards. Doug Markussen, Interim Director, Environmental Health & Safety/Risk Management, provides a 2-hour workshop on Supervisor Safety Training.
- 5) New Business (Elisa Mattison)
- Departments should arrange with the Registrar's office for training on DegreeWorks. It would be great if all new students' GSP's were done on DegreeWorks – this does NOT require formally assigning committee members – only assigning the student to an advisor. Presentation by Bogdan Hoanca.
 - Discussion of the Forms/Process Committee developing a form for reviewing graduate assistant (RA/TA/SA) performance
 - Implementation of Electronic Thesis Submission (ETD) for graduate students begins spring 2013 semester.
 - Continued discussion of graduate advisors and FERPA training. Department chairs need to run a report as to who has and has not completed FERPA Training. Advisors not current in FERPA should not be assigned new students. Please send a copy of the report to the Graduate School so that we can upload information in Banner and our FERPA log.