

2017-18 Graduate Academic and Advising Committee

Friday, 1 September 2017

Adopted Minutes

Location: Chancellor's Conference Room

11:00-12:00

Attending: Asiqłuq Topkok, Tathagata Ghosh, Sean McGee, Samara Taber, Anne Beaudreau, Don Hampton, Emily Perryman, Amanda Kelley, Falk Huettmann, Holly McDonald, Jennifer Schell, Mike Daku, Karen Jensen, Shelly Baumann

- I. Everyone in introduced themselves.
- II. Everyone was shown where to review online the GAAC's by-laws and provided an introduction to GAAC's usual activities.
- III. Asiqłuq Topkok was elected Chair.
- IV. A. The Graduate School is asking for clarification for non-thesis/non-project students such as MBA, MEd students doing "other" option, graduate licensures, graduate certificates, etc. Asiqłuq will send out the previous minutes concerning this specific topic to the GAAC committee to discuss at our next meeting.  
B. Provost Henrichs tasked the Graduate School to have a global policy for comprehensive exams, specifically the number of times a student can take the exam. Shelly will draft a policy for the GAAC committee to discuss at a future meeting.  
C. Commencement walk update, there was a discussion about whether to include names of all the graduates in the commencement program or just those names of those who are present during graduation. The deadline for names is the Monday before April 15 in order to submit it for printing. Shelly will draft a memo or resolution to address this for future GAAC advisement.  
D. Graduate School has a wishlist for GAAC to address or advise for future meetings including: define cooperative programs, have graduate programs in DegreeWorks, etc.
- V. Holly will provide an in-depth training on Courseleaf at the next GAAC meeting. The process was briefly explained and a leaflet was distributed to all members about new program. GAAC commends the Registrar's team in preparing the transition, recognizing the tedious work put into this new process.
- VI. Emily and Jayne are working on updating the Faculty Senate Committees' websites. GAAC welcomed Emily and looks forward to working with her.
- VII. We reviewed assignments that were carried over from the previous year. Don brought the attention that 46-GPCh.: Program Change: MA - English was passed by GAAC 10 May 2017 via electronic vote.

It was brought to our attention a graduate student was missing from the GAAC committee. As a follow-up, Emily discovered through Jayne the graduate student was appointed by the Graduate School. Anne suggested the selection process be inclusive so Juneau and other students not be excluded from the selection process. Shelly will

draft a selection process for a GAAC graduate student member.

Anne asked if there are new deadlines for course changes to be approved for next year's catalog. Asiqluq answered the deadline is currently being determined by Chairs of Faculty Senate Committees. Assignments were updated and newly delegated. The Table of Assignments will remain on a Google Drive shared with GAAC members.

VIII. Adjourned. We anticipate that the next meeting will be held in approximately two week and a Doodle Poll will be administered.