

2017-18 GAAC Meeting Draft Minutes - March 30, 2018

Runcorn Room 11:00-12:00

[https://hangouts.google.com/hangouts/\\_/alaska.edu/gaac](https://hangouts.google.com/hangouts/_/alaska.edu/gaac)

Attended: Mike C., John E., Holly M., Janeen, Emily, Mike D., Asiqluq, Robin, Karen, Amanda, Cheryl, Shelly, Ghosh, Anne, Falk

- I. Adopted agenda
- II. Safety
- III. Adopted minutes from [3/2/18](#)
- IV. For your information:
  - A. Motion for [Walk-through Policy 2018 Commencement](#) was sent out to GAAC for an e-vote and passed. This was moved forward to AdCom and passed (3/26/18) as amended.
- V. Updates from the Graduate School.
  - A. Graduate Annual Report forms are new as of March 2018.
  - B. Assistant fellowships are dropping to 6 credits.
  - C. Graduate School is looking into a course from Australia to apply for exchange students (e.g., writing requirements, etc.)
  - D. The graduate student(s) selection for GAAC had been initiated. The current graduate students should be listed as “incumbents.”
  - E. Tabled for later (keep on the agenda for next year:
    1. [Advancement wording clarification](#)
      - a) GAAC will leave the Google Doc up for comments by members.
    2. Wording for reserving courses for graduate program for graduate section
    3. [Graduate Commencement Walk-through Policy](#)
      - a) <http://www.uaf.edu/gradsch/faculty/commencement-walk-thorough/>
      - b) The policy needs to be updated for several reasons
      - c) The amount of PhDs applying to participate but not graduate in spring commencement has increased to about 10+.
      - d) The timeline for submitting approved Report on Thesis/Dissertation Defense the Monday before commencement is a very tight timeline to accommodate.
    4. Information on the process/procedures that other universities use to award [posthumously degrees](#).
    5. Graduate Certificate/Graduate Licensure general requirements
  - F. New: n/a
- VI. Reviewed, updated, and passed [assignments](#)

- VII. The Registrar's Office is requesting that any approvals be completed by April 13th because registration opens April 2nd. Anything approved after that date will be changed to the 2019-2020 catalog. Asiqluq will send a Doodle Poll for our last GAAC meeting.
- VIII. Adjourned.

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## Advancement to Candidacy

From the [2017-2018 catalog](#) for reference:

### Catalog and Time Limit

You must satisfactorily complete all course work listed on your Advancement to Candidacy form and all other degree requirements within seven years for a master's degree and 10 years for a Ph.D.

### ADVANCEMENT TO CANDIDACY

Advancement to candidacy formally establishes your specific degree requirements and should be done as soon as possible after qualifying. You are required to submit your application for advancement to candidacy one semester before you are awarded your degree.

The finalized [Graduate Study Plan](#) should be the basis for completing the Advancement to Candidacy form. Students must have a cumulative GPA of 3.0 in the courses identified on the Advancement to Candidacy form. For the purpose of satisfying degree requirements students must earn a B (3.0) or better (no P grades) in each F400-level course and a C grade (2.0) or better in each 600 level course. A B- is less than a 3.0 and, if obtained in a F400 course, will not count for meeting degree requirements; likewise a C- is less than a 2.0, and if obtained in a F600-level course, will not count for meeting degree requirements.

Admission to graduate study does not imply advancement to candidacy for a degree. The graduate advisory committee has the option of refusing to recommend a student to candidacy.

- **Master's Degree**

You may apply for advancement to candidacy for a specific master's degree if you are in good standing and you have:

1. Satisfactorily completed at least 9 semester credits of graduate study at UAF (study after admission to a specific degree program).

2. Received approval of a provisional thesis or project topic, if applicable.
  3. Received approval of the finalized Graduate Study Plan, including specific course work to be completed and any other requirements.
- **Doctoral Degree**

You may apply for advancement to candidacy for the Ph.D. degree if you are in good standing and you have:

1. Completed the full time equivalent of two academic years of graduate study.
2. Completed at least 9 UAF credits.
3. Received approval of the Graduate Study Plan.
4. Obtained approval of the advisory committee for the title and synopsis of the thesis.
5. Passed a written comprehensive examination.

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### **Consensus on interpretation of Advancement to Candidacy wording in the UAF catalog**

**Proposed:** Use the Board of Regents' (BOR) approved program but allow deviance on the advancement to candidacy which will formally establish the degree requirements

**Intent:** Adding courses beyond the BOR approved program has never been a problem but any deviation (e.g., course substitutions) from the BOR approve program required a graduate student petition. Allowing the student and the graduate committee to indicate that there is deviance on the Advancement to Candidacy will eliminate the need for the majority of the petitions that students have to submit. Graduate student petitions will still be required to change add or remove of courses (after), or other catalog exception.

#### **Current wording:**

##### Exceptions to Degree Requirements

Deviations from academic requirements and regulations for graduate students must be approved by academic petition using the form available on the Graduate School website. Petitions must be approved by the student's graduate advisory committee, the department chair of the student's program, the dean of the school or college and the dean of the Graduate School.

#### **Suggested wording:**

## Exceptions

### Program Requirements

Course substitutions

### Degree Requirements

Comps (oral/written)

### General University Requirements

Catalog time limit

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Graduate Study Plan section from the [2017-2018 catalog](#) for reference:

## **GRADUATE STUDY PLAN**

Graduate students must file a Graduate Study Plan with the Graduate School before the end of their second semester in a UAF graduate degree program. The GSP outlines the curriculum of study and a timetable the student must follow in meeting graduate degree requirements. The GSP is prepared by the advisory committee in consultation with the student. It is an agreement of mutual expectations between the student and the faculty committee. The GSP not only contains the specific degree requirements but also indicates the mechanism for fulfilling these requirements (e.g., via course work, examinations, readings, internships or other supervised experience) and a projected timetable.

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I am currently working on updating the curriculum manual to be more of a permanent manual that is updated with policy and procedure updates/additions or any other major changes take place rather than with each academic year. With this new manual, I would like to set generic deadlines for the curriculum submissions (i.e. 1st Friday in November). I met with Holly (cc'd) earlier today and we discussed these deadlines and we agreed it would be a good idea to get your input on how you feel the November 3rd deadline went this year. We also discussed having separate deadlines for courses and programs.

Ultimately, I would like to have these deadlines, and really the entire manual approved by your committees and AdCom to give it a little more weight.

Thank you in advance for your feedback. I hope you both had a wonderful break!

Thanks,

Emily

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(source: <http://www.uaf.edu/uafgov/faculty-senate/about/faculty-senate-constituti/>)

The Graduate Academic and Advisory Committee has responsibility for oversight, review and approval of all professional degree courses and programs. The committee advises the Dean of the Graduate School and the Provost on administrative matters pertinent to the operation and growth of graduate studies at UAF, including financial issues and dealings with other universities.

The Graduate Academic & Advisory Committee includes ten faculty members and up to two graduate students. The Dean of the Graduate School, Director of the Library, and the University Registrar are non-voting ex officio members. Graduate student representatives are appointed by the Dean of the Graduate School.

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### **Outline of draft resolution regarding cross-listing of courses**

*Drafted by Anne Beaudreau for GAAC discussion at 2/16 meeting*

#### Problem statement:

There are significant institutional barriers to cross-listing courses across colleges. Some colleges, like CFOS, will not allow cross-listing of their courses until the university changes its policy on tuition returns. These current policies create disincentives for faculty to collaborate across institutional boundaries, limiting creativity and exchange of ideas, and ultimately impacting the quality of graduate education.

#### Why this is an issue (or, the value of cross-listing):

- Cross-listing benefits graduate students by providing them with more ways to fulfill credits within their degree programs.
- Cross-listing benefits instructors by providing more exposure to graduate courses in the catalog and schedule (i.e., by listing in multiple departments), thereby increasing potential enrollment.
- Cross-listing benefits graduate education by increasing interactions among departments and disciplines, and creating the potential for more cross-disciplinary collaboration.

- Cross-listing reduces the potential for redundant course offerings in different departments and colleges.
- Cross-listing reduces the administrative load for graduate advisory committees, department chairs, and Graduate School staff because it reduces the number of petitions required for changes to the Graduate Study Plan or Advancement to Candidacy forms.

Proposed solution(s):

Reduce institutional barriers to cross-listing, the greatest of which is the current payment structure for tuition revenue. For example, in other universities, the department that pays the instructor receives the tuition.

[Does GAAC propose a solution, conclude with a position statement, or request that this issue is taken up at the Faculty Senate?]

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Examples of resolutions for reference:

- [http://www.uaf.edu/files/uafgov/FS-217\\_Resolution-re-Strategic-Pathways-10-10-2016.pdf](http://www.uaf.edu/files/uafgov/FS-217_Resolution-re-Strategic-Pathways-10-10-2016.pdf)
- [http://www.uaf.edu/files/uafgov/UAF-Faculty-Senate-Resolution-on-School-of-Education-Decision\\_FS-220\\_Signed.pdf](http://www.uaf.edu/files/uafgov/UAF-Faculty-Senate-Resolution-on-School-of-Education-Decision_FS-220_Signed.pdf)
- [http://www.uaf.edu/files/uafgov/16-17\\_FS-221\\_Resolution-supporting-international-faculty-students-staff.pdf](http://www.uaf.edu/files/uafgov/16-17_FS-221_Resolution-supporting-international-faculty-students-staff.pdf)
- <http://www.uaf.edu/files/uafgov/Resolution-to-support-Faculty-Staff-Regents.pdf>
- <http://www.uaf.edu/files/uafgov/Resolution-in-Appreciation-of-Joy-Morrison.docx.pdf>