

2017-18 GAAC Meeting Adopted Minutes - September 22, 2017

Rasmuson 604 - 1:00-2:30

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

Attending: Asiqłuq Topkok, Tathagata Ghosh, Sean McGee, Anne Beaudreau, Don Hampton, Roman, Holly McDonald, Mike Daku, Karen Jensen, Shelly Baumann, Robin Shoaps

- I. Welcome and safety minute.
- II. GAAC adopted minutes from 9/1/2017
- III. Holly McDonald provided training to GAAC on Courseleaf.
- IV. Shelly adapted the student selection process from ASUAF and shared it with GAAC members:

Nominations will be a Google form and will request the following information

- A. Name
- B. UAID#

A couple sentences about their background and interest

Asiqłuq asked Anne to draft and share a process of selecting a student representative. GAAC members decided up to two students should be elected in the Spring semester prior to serving for the following academic year. The following was accepted by GAAC members:

“The purpose of this document is to establish an inclusive process by which graduate students select their representative(s), whose names are then sent to the Dean for consideration and appointment to the GAAC.

“Nomination and voting process

1. By Spring X of each academic year, the Graduate School will solicit nominations from the entire graduate student body. Self-nominations are accepted. Each nomination should include the graduate student name, degree program, major, and no more than 100 words describing their background and interest in serving on the GAAC.

“The email soliciting nominations will be sent to all graduate students registered for the current semester. The Graduate School will request nominations within 2 weeks of the date of the email.

“2. After nominations are received, the Graduate School will set up a voting process and request that graduate student vote for their top choice within 2 weeks of the date of the

email. The names of the two students receiving the most votes will be forwarded to the Dean for appointment to the GAAC”.

Also discussed:

**Clarification on the 3/1 credit requirement for graduation:**

(<http://catalog.uaf.edu/graduate/>)

Suggested wording (additions in italics):

**GRADUATION**

**Responsibility**

You are responsible for meeting all *of your program's* requirements for graduation.

*Students completing a thesis/dissertation or project:*

You must be registered for a minimum of 3 graduate credits within your discipline and maintain enrollment in the semester that you successfully defend your thesis, and you must be registered for a minimum of 1 graduate credit within your discipline and maintain enrollment during the semester that you graduate. *It is strongly recommended that you submit your approved Advancement to Candidacy to the Graduate School at least one semester before you intend to graduate.*

*Students completing a non-thesis/non-project master's degree:*

*You are not required to be registered the semester you graduate. It is strongly recommended that you submit your approved Advancement to Candidacy to the Graduate School at least one semester before you intend to graduate.*

*Students completing a graduate certificate, or graduate licensure:*

*You are not required to be registered the semester you graduate.*

**Intent:**

If a student completing a non-thesis/non-project degree, graduate certificate, or graduate licensure miss the graduation deadline or is completing an Incomplete course, they should not be required to register since they are not using any additional University resources beyond what the graduation application fee uses.

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**Possible discussion points:**

- **Would an audited course be allowed if in discipline? University still gets money.**
  - **We have in the past allowed Withdrawals count as the University still received funds.**
- **What constitutes their discipline (e.g. INDS students)?**
- **Keep in mind that SOM and CEM student have the additional surcharge (\$93/graduate level credit)**

- **Does it have to be graduate level or would a 400-level be allowed as many programs allow 400-level elective courses which the student may have left to the end?**

V. Emily was unavailable for any updates.

VI. GAAC reviewed motions assigned by AdComm. GAAC encourages faculty to include the “Approved short version of Notice of Nondiscrimination” on their syllabi but remain optional.

GAAC reviewed the motion “UA faculty chair UAF graduate advisory committees”.

Concerns were discussed about the possibility of contradictions with some UAF department procedures. Asiqıuq will draft a response with GAAC member’s input to submit to AdComm.

VII. Review [assignments](#)

VIII. Adjourn. We anticipate that the next meeting will be held in October 13 in hopes at least one student will be appointed to GAAC.