Implications for the Elimination of Graduate Faculty Categories on Degree Progress Processes

Below is a synopsis of how Graduate School and graduate program roles will change on July 1, 2010 with regard to the review and approval of milestone forms and faculty requests. While the following responsibilities will change, all processes related to degree progress/clearance will remain in place until the new student records infrastructure is activated.

Master’s Degree Program Form Review/Approval Process

Currently: GSSP staff verifies that graduate faculty assignments meet the following criteria:

- Primary adviser: Member/Advising or Senior member appointment in the major field (and representative of the major field if on committee)
- Co-advisers (if applicable): Member/Advising or Senior Member appointment in the major or outside/ minor field
- Chairperson: Member/Advising or Senior Member appointment in the major or outside field
- Committee composition (minimum): 2 examiners with graduate faculty appointments (any level) in major field; 1 examiner with graduate faculty appointment (any level) in outside field

Effective July 1, 2010

- GSSP will continue to ensure that submitted Degree Program Forms include a proposed adviser, chairperson and 3-member committee (2-1 split).
- GSSP will no longer monitor graduate faculty appointment levels (e.g., Senior Member or Member/Advising) as part of the Graduate School’s review and approval process.
- Graduate programs will now be solely responsible for ensuring that proposed advisers, chairs, and committee members meet the eligibility requirements established by their college. GSSP will accept the proposed adviser, chairperson, and/or committee members based on the approval at the collegiate level.

Doctoral Degree Program Form Review/Approval Process

Currently: GSSP staff verifies that graduate faculty assignments meet the following criteria:

- Primary adviser: Senior member appointment in the major field (and representative of the major field if on committee)
- Co-advisers (if applicable): Senior Member or Member/Advising appointment in the major or outside field
- Chairperson: Senior Member appointment in the major or outside field
- Committee composition (minimum): 3 examiners with graduate faculty appointments (any level) in major field; 1 examiner with graduate faculty appointment (any level) in outside/minor field
Effective July 1, 2010:

- **GSSP will continue** to ensure that submitted Degree Program Forms include a proposed adviser, chairperson and 4-member committee (3-1 split).
- **GSSP will no longer** include as part of its review/approval process verification that the eligibility requirements listed above are met.
- **Graduate programs will now** be solely responsible for ensuring that proposed advisers, chairs, and committee members meet the eligibility requirements established by their college. GSSP will accept the proposed adviser, chairperson, and/or committee members based on the approval at the collegiate level.

**Doctoral Thesis Proposal Form Review/Approval Process**

Currently: **GSSP staff verifies that graduate faculty assignments meet the following criteria:**

- Primary adviser: Senior member appointment in the major field (and major field examiner on committee)
- Co-advisers (if applicable): Senior Member or Member/Advising appointment in the major or outside field
- Chairperson: Senior Member appointment in the major or outside field
- Committee composition (minimum): 3 examiners (2 of whom are designated as thesis reviewers) with graduate faculty appointments (any level) in major field; 1 examiner (designated as thesis reviewer) with graduate faculty appointment (any level) in outside/minor field

Effective July 1, 2010:

- **GSSP will continue** to ensure that submitted Thesis Proposal Forms include a proposed adviser, chairperson, 4-member committee (3-1 split), and designated thesis reviewers (2-1 split).
- **GSSP will no longer** include as part of its review/approval process verification that the eligibility requirements listed above are met.
- **Graduate programs will now** be solely responsible for ensuring that proposed advisers, chairs, and committee members meet the eligibility requirements established by their college. GSSP will accept the proposed adviser, chairperson, and/or committee members based on the approval at the collegiate level.

**Adviser/Committee Substitutions Review/Approval Process**

Currently: **GSSP staff verifies that criteria listed above for the Degree Program Form (master’s and doctoral) and Thesis Proposal Form will be met upon making requested changes.**
Effective July 1, 2010:

- **GSSP will continue** to ensure committee composition meets minimum standards (2-1 and 3-1 splits.
- **GSSP will no longer** include as part of its review/approval process verification that the eligibility requirements listed above are met.
- **Graduate programs will now** be solely responsible for ensuring that proposed advisers, chairs, and committee members meet the eligibility requirements established by their college. GSSP will accept the proposed adviser, chairperson, and/or committee members based on the approval at the collegiate level.

Retention of retired faculty, and faculty who have left the University of Minnesota, in previously assigned adviser/chair/committee member role(s):

Currently: **GSSP staff verifies that all parties involved (faculty member who is leaving; graduate program; student) wish to retain the departing faculty member as adviser, chair, or committee member.**

Effective July 1, 2010:

- **GSSP will no longer** include as part of its review/approval process the verification that an understanding has been reached among the parties involved to retain a departing faculty member.
- **Graduate programs will now** be solely responsible for ensuring that proposed advisers, chairs, and committee members meet the eligibility requirements established by their college. GSSP will accept the proposed adviser, chairperson, and/or committee members based on the approval at the collegiate level.

Inclusion of external (non-University of Minnesota) members on students examining committees:

Currently: **Graduate School staff collaborates on review of rationale for including external (non-University of Minnesota) members on examination committees.**

Effective July 1, 2010:

- **GSSP will no longer** review and approve requests for including external (non-University of Minnesota) members on student examining committees.
- **Graduate programs will now** be solely responsible for ensuring that proposed external committee members meet the eligibility requirements established by their college. Each college is responsible for creating the necessary PeopleSoft file for all external members. GSSP will accept the proposed adviser, chairperson, and/or committee members based on the approval at the collegiate level.