

Agenda- PhD Committee meeting

March 2, 2017

10:00 – 11:30 am

TH 403

1. Updates

- a. Admissions
- b. General exams
- c. Missing student- letter sent
- d. UW Presidential Dissertation fellowship nominees
- e. Student assessments
- f. Spring funding

2. Old business

- a. PhD Committee mission statement
 - i. Mission statement
 - ii. Terms of committee members
 - iii. How committee is constituted
 - iv. Roles of Director, GPC, GPA
- b. Funding messaging and plans
- c. Funding sub-committee- should they disband or what should they do?

3. New business:

- a. Interaction- PhD Committee and JSIS faculty

2a. PhD Committee Mission Statement

From Student Handbook:

The Committee coordinates the Ph.D. Program's activities with other graduate programs and administrative bodies in the JSIS and also the UW. Working with the Ph.D. Program Administrator, the Committee also handles all administrative and procedural issues related to each student from admittance to graduation. For any individual and/or additional queries, doctoral students in the program can write directly to the Ph.D. Program Committee at jsisphd@uw.edu.

Draft mission statement for intranet, website, and possibly for Student Handbook

The PhD Committee is responsible for oversight and design of the PhD Program. In collaboration with the Graduate Program Administrator and the Office of Academic Services, the Committee handles all administrative and procedural issues related to each student from admittance to graduation. The Committee coordinates the PhD Program's activities with other graduate programs and administrative bodies in JSIS and the UW. The Committee also undertakes active assessment of the PhD Program and its students and can make adjustments to procedures, curriculum, and requirements to improve the quality of the program. The Committee will regularly consult with the JSIS faculty and Director of JSIS.

The voting members of the PhD Committee include a Chair (who is the Director of the PhD Program), the Graduate Program Coordinator, and typically six other voting members. The

Director of the Jackson School, the Director of Academic Services, and the Graduate Program Administrator also sit on the PhD Committee. The Committee is representative of a range of disciplines, regional areas of expertise, faculty rank, and gender.

The Director of the PhD Program usually serves for a term of three years. The Director is responsible for ... The Director of the PhD Program is selected by the Director of JSIS.

The Graduate Program Coordinator (GPC) usually serves for a term of three years. The GPC is responsible for ... The GPC is selected by the Director of JSIS and the Director of the PhD Program.

Faculty members of the PhD Committee usually serve for a term of three years. Committee members are responsible for participating in regular committee meetings and undertaking related tasks.

Also see attached- Curriculum Committee Mission Statement and Diversity and Equity Committee statement