

Graduate Studies Committee – Charge

The Graduate Studies Committee supports the development, improvement, and maintenance of the strong MS program and its options. It provides leadership, feedback and input for changing, enhancing and improving the graduate program and policies.

Graduate Studies is also responsible for ensuring that regulations and policies that apply to graduate education in chemistry and biochemistry are implemented fairly and consistent with their intent. To this end, the Graduate Studies Committee reviews and acts on student petitions for exceptions to policy.

Two-year Schedule. Graduate Studies is responsible for recommending a two-year schedule of course offerings so that MS students can plan and expect to graduate within two years. The graduate studies committee plans the schedule for each term during this two year period. The schedule is reviewed yearly.

Student Progress. In consultation with the Graduate Advisor, the Committee monitors the progress of graduate students through the MS program.

Graduate Admissions. The Committee is responsible for designing the process and materials for student application to the MS program.

Membership. The committee members are elected by a general vote of the department faculty in staggered three-year terms. The Departmental Graduate advisor is an ex-officio member of the committee. The Department Chair or designee is the Executive Secretary of the Committee, ex officio.