

Shared Governance Proposal

I. Date: September 4, 2019

II. Sponsoring Constituent(s):

Graduate Council, Graduate Council Policy Group, and Office of Academic Affairs and Research

III. Statement of the Issue:

Modify graduate assistantship (GA) term language in the Graduate Bulletin (pgs. 35, and 46) and Arkansas State University – Jonesboro Procedure Number 7-02 (Section: Human Resources, Subject: Graduate Assistantships). The modifications will accomplish the following: 1.) Lengthen the maximum graduate assistantship terms for master, specialist, and doctoral level assistantships (leaving length of term to be determined by the student's department subject to the maximum set for the degree level); 2.) Exclude summers from the calculation of terms counting toward the GA maximum length of term; and, 3.) Allow departments to determine the term of assignment.

IV. Rationale for Proposal: (Please include if this is a new or a modification of an existing policy or procedure)

In September 2017, the Graduate Council formed a subcommittee, the Graduate Policy Group (GPG), to discuss policies regarding University graduate programs. During 18-19, members of the GPG included Joan Henley (College of Education and Behavioral Science), Elizabeth Hood (College of Agriculture), Karen Wheeler (Academic Affairs and Research), Shawn Drake (College of Nursing and Health Professions), Gil Fowler (College of Liberal Arts and Communication), John Mello (College of Business), Amanda Wheeler (College of Education and Behavioral Science), and Thomas Risch (College of Sciences and Mathematics).

Graduate Assistantship (GA) terms were raised as an issue to be addressed by the GPG for the following reasons: 1.) Departments are experiencing disruptions in research when graduate students are unable to continue working during the summer due to term limitations; and, 2.) Graduate students are not always realistically able to complete their degree within the current maximum term limitations, and as a result, lose the financial resources of the GA prior to graduation. After extensive discussion and deliberation, the GPG settled on the proposed modifications summarized above and reflected in the attached language.

In April 2019, Graduate Council voted to send the attached modifications to SGOC for review.

V. Type of review (i.e., expedited, full, or extended): Full

GRADUATE BULLETIN:

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GRADUATE ASSISTANTSHIPS

Graduate assistantships are available to a limited number of qualified applicants in all departments offering graduate degrees. Assistantships are available for both regular semesters and summer school. Application for an assistantship must be made through the chair of the department in which the student wishes to major. No application for assistantship will be considered unless the applicant has also applied for admission to Graduate Programs.

A graduate assistantship carries with it a waiver of out-of-state tuition. Doctoral graduate assistantship carries a tuition fellowship covering the cost of tuition.

To be awarded an assistantship, a graduate student must have been admitted to a graduate degree program at Arkansas State. A graduate student whose GPA drops below 3.00 is placed on probation and is not eligible to hold a graduate assistantship.

Length of term is determined by the student's department subject to the maximum length set for the degree level. The maximum length for ~~The~~ master and specialist level assistantships ~~will have a maximum time limit of five~~ is six semesters, excluding summers. An exception is made for students admitted based on a bachelor's degree rather than a master's degree to the Ed.S. in Psychology and Counseling; these students will have a maximum time limit of eight semesters. The maximum length for Ed.D. and Ph.D. assistantships ~~will have a maximum time limit of eight~~ is ten semesters, excluding summers. Students seeking to exceed the maximum length of term must petition their department for an extension.

POLICIES CONCERNING GRADUATE ASSISTANTSHIPS

6. The assistantship will be awarded on an academic year or summer term or terms basis. Terms of assignment may differ for some externally-funded assistantships. Reapplication is necessary for the student to be considered for reappointment each contract period. There is no automatic renewal.

8. Length of term is determined by the student's department subject to the maximum length set for the degree level. The master and specialist level assistantship will have a maximum time limit

of ~~five~~ six semesters, excluding summers. An exception is made for students admitted based on a bachelor's degree rather than a master's degree to the Ed.S. in Psychology and Counseling; these students will have a maximum time limit of eight semesters. Ed.D. and Ph.D. assistantships will have a maximum time limit of ~~eight~~ ten semesters, excluding summers. Students seeking to exceed the maximum length of term must petition their department for an extension.

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TIME LIMIT ON THE USE OF GRADUATE PROGRAMS ASSISTANTSHIP FUNDS

Students in Master's programs may not receive assistantship support from the University funds after their ~~fifth~~ sixth semester of enrollment (excluding summer sessions). Students in doctoral programs may not receive assistantship support after their ~~eighth~~ tenth semester of enrollment (excluding summer sessions). Students seeking to exceed the maximum length of term must petition their department for an extension.

Arkansas State University - Jonesboro

Effective Date: 07/01/93

Number: 07-02

Section: Human Resources Subject:

Graduate Assistantships

1. Graduate assistantships are awarded on an academic year or summer term or terms basis. Terms of assignment may differ for some externally-funded assistantships.
 - a. Applications for assistantships should be made to the appropriate department chair or unit director.
 - b. Reapplication is necessary for the student to be considered for reappointment.
2. For academic year masters/specialist assistantships, the appointee must be enrolled for at least six semester hours of graduate work and no more than twelve hours of both graduate and undergraduate work each semester. For summer term master/specialist assistantships, the appointee must be enrolled in at least three semester hours in at least one summer term. For academic year doctoral assistantships, the appointee must be enrolled for at least nine semester hours of graduate work and no more than twelve hours of both graduate and undergraduate work each semester. For summer term doctoral assistantships, the appointee must be enrolled in at least three semester hours each summer term.
3. A graduate assistant should have a definite schedule of duties and responsibilities assigned by the chair of the department or director of the unit in which the assistantship is held.
4. Graduate assistants are not considered to be a part of the faculty of the university, are not entitled to faculty privileges, and are not included in the group life and hospital insurance programs sponsored by the university.
5. The master and specialist level assistantship has a maximum limit of ~~five~~ six semesters, excluding summers.
 - ~~a.~~ ~~Two summer terms of five weeks each will be counted as one semester.~~
 - ~~b.~~ a. If a student is unable to complete a semester's work due to circumstances beyond his or her control, this semester will not be counted as one of the semesters included in the maximum amount of time for which he or she may hold the assistantship.
 - ~~c.~~ b. The appointee must maintain a grade-point average of 3.00 or better on all graduate work completed in order to remain eligible for the assistantship.
 - ~~d.~~ c. Graduate assistants may not be employed elsewhere on campus or elsewhere in the ASU System.
 - ~~e.~~ d. Graduate assistants must pay full tuition rates, as well as any other fees, such as music, etc.

- ~~f.~~ e. Graduate assistants do not pay out-of-state fees.
 - ~~g.~~ f. Graduate assistants are considered full-time students.
6. Masters/Specialist graduate assistants must pay full tuition rates, as well as any other fees, such as music, etc.
 7. The Masters/Specialist level assistantships have a maximum limit of ~~five~~ six semesters, excluding summers. An exception is made for students admitted based on a Bachelor's Degree rather than a Master's Degree to the Ed.S. in Psychology and Counseling; these students will have a minimum time limit of eight semesters. Ed.D. and Ph.D. assistantships have a maximum time limit of ~~eight~~ ten semesters, excluding summers. Students seeking to exceed the maximum length of term must petition their department for an extension.

Revised on 05/31/13

