

GRADUATE SCHOOL OFFICE STAFF

Located in 157 Umrat:

Richard J. Smith, Dean
Nancy P. Pope, Associate Dean
Bridget Coleman, Director of Admissions & Recruiting
Ann Cooper, Registrar of the Graduate School
Lynn Lowry, Administrative Assistant
Louise Neeley, Accounting Coordinator
Mary Clemens, Engineering Student Coordinator
Angie Mahon, Assistant Registrar
Phyllis Rogier, Payroll and Accounting Clerk
Nancy Buchanan, Administrative Aide
Emily Strembicki, Administrative Aide

Located in The Graduate Center, 300 Danforth University Center:

Elaine P. Berland, Associate Dean
Sheri R. Notaro, Associate Dean
Amy Gassel, Administrative Assistant
Rachel Pepe, Administrative Assistant

*For photos, job descriptions, and full contact information,
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<http://artsci.wustl.edu/GSAS/contact/contact.html>

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BULLETIN 2008 UPDATE

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- Policy and Procedure Updates
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ABOUT THE GRADUATE SCHOOL

The following information should be added to the “Nature, Purpose, and History” section of the 2006-2009 Bulletin, between the first and second paragraphs on page 9.

The Graduate School of Arts and Sciences works closely with a number of other administrative structures in supervising doctoral students:

- The Division of Biology and Biomedical Sciences, for Ph.D. programs in Biochemistry, Computational Biology, Developmental Biology, Evolution, Ecology and Population Biology, Immunology, Molecular Biophysics, Molecular Cell Biology, Molecular Genetics and Genomics, Molecular Microbiology and Microbial Pathogenesis, Neurosciences, Plant Biology, and Human and Statistical Genetics.
- The John M. Olin School of Business, for the Ph.D. program in Business Administration.
- The School of Engineering and Applied Science, for Ph.D. programs in Aerospace Engineering, Biomedical Engineering, Computer Engineering, Computer Science, Electrical Engineering, Energy, Environmental and Chemical Engineering, Mechanical Engineering, Structural Engineering, and Systems Science and Mathematics.
- The School of Medicine, for Ph.D. programs in Movement Science and in Speech and Hearing Sciences.
- The George Warren Brown School of Social Work, for the Ph.D. program in Social Work.

DEGREES AND CERTIFICATES OFFERED

The following new programs and name changes were approved by the Graduate Council at its meetings in 2006-2008 and are now in effect. Please update pages 43-45 of the 2006-2009 *Bulletin*.

New Programs:

A.M. in Philosophy-Neuroscience-Psychology

Joint Degree in Jewish Studies and Social Work (A.M./M.S.W.)

Ph.D. in Aerospace Engineering

Ph.D. in Biomedical Engineering

Ph.D. in Computer Engineering

Ph.D. in Computer Science

Ph.D. in Electrical Engineering

Ph.D. in Energy, Environmental and Chemical Engineering

Ph.D. in Mechanical Engineering

Ph.D. in Structural Engineering

Ph.D. in Systems Science and Mathematics

Graduate Certificate in the Learning Sciences

Graduate Certificate in Translation Studies

Graduate Certificate in Urban Studies

Name Changes:

The Certificate in Women and Gender Studies has been renamed the Certificate in Women, Gender, and Sexuality Studies.

Two programs in Biology and Biomedical Sciences have changed their names:

- Quantitative Human and Statistical Genetics has been renamed Human and Statistical Genetics.
- Molecular Genetics has been renamed Molecular Genetics and Genomics.

Student Complaint Procedures Update

The "Student Complaint Procedures" section of the 2006-2009 Bulletin (page 38) has been revised to clarify the process for Ph.D. students in Engineering. It now reads as follows:

“From time to time, students may feel that they have legitimate complaints regarding academic matters or the behavior of a faculty member. It is important that students and faculty have a common understanding of how such complaints may be expressed and resolved. Students with complaints regarding academic matters should initially seek resolution from members of the faculty, the graduate studies director of their program, and/or the chairperson of their department or administrative committee. Complaints which are not resolved at the departmental level may be addressed to the Dean of the Graduate School of Arts and Sciences or the Associate or Assistant Deans. Ph.D. students in Engineering have the additional option of taking complaints to deans in the School of Engineering and Applied Science. All complaints regarding academic integrity issues should be addressed to the Associate Dean of the Graduate School. The Ombudsman, a full-time faculty member in Arts and Sciences, is also available to assist Arts and Sciences graduate students in resolving academic matters.

“Washington University policies state that members of the University community can expect to be free from discrimination, discriminatory harassment, and sexual harassment. Students, faculty, staff, and outside organizations working on campus are urged to actively support these policies. More information is available from the University’s web site, www.wustl.edu/policies. The Deans of the Graduate School also serve as liaisons to graduate students.

“A complaint on the grounds of alleged sexual discrimination may be appealed to the Vice Chancellor for Human Resources, who will determine whether to convene the Title IX Grievance Committee to hear the case.”

2008-2009 ACADEMIC CALENDAR

Graduate School of Arts and Sciences
Washington University in St. Louis

Fall Semester 2008

First day of classes	Wednesday, August 27
Labor Day holiday – no classes	Monday, September 1
Deadline for submitting dissertations and theses for August 2008 degree	Tuesday, September 2
Fall Break – no classes	Friday, October 17
Thanksgiving Break – no classes	Wed.-Sun., November 26-30
Final Exams	Fri.-Thurs., December 12-18

Spring Semester 2009

Deadline for submitting dissertations and theses for December 2008 degree	Monday, January 5
First day of classes	Monday, January 12
Martin Luther King holiday	Monday, January 19
Spring Break - no classes	Mon.-Sun., March 9-15
Deadline for submitting dissertations and theses for May 2009 degree	Monday, April 27
Final Exams	Thurs.-Wed., April 30-May 6
Commencement	Friday, May 15

POLICY AND PROCEDURE UPDATES

New Procedure for Dissenting Vote(s)

“Faculty members of the Dissertation Examination Committee normally will examine the student candidate and vote to approve the dissertation. In the vast majority of cases these votes are unanimously for approval. In the rare case that there are faculty concerns that can not be resolved through subsequent revisions, and which therefore result in dissenting (negative) vote(s), the Committee Chair will refer the case to the Graduate Dean for resolution.

“In the case of a single dissenting vote, the Committee Chair and the dissenting voter will be asked to explain the reasons for the dissent in a letter to the Graduate Dean. After consulting with these and other members of the Committee, the Graduate Dean may then decide to accept the majority opinion and approve the Dissertation, or may seek the opinion of an additional reader. After considering this additional evidence, the Graduate Dean may approve, or may decline to approve, the Dissertation.

“In the case of two or more dissenting votes, the Committee Chair and the dissenting voters will again be asked to explain the reasons for the dissent. The Dean may then decide to decline to approve the Dissertation, or to ask the Department or Graduate Program to name a Resolution Committee, consisting of three tenured or tenure-track professors at Washington University or elsewhere who did not serve on the original committee, to re-examine the Dissertation and the candidate. A unanimous positive recommendation from this committee will be required in order for the Dean to approve the Dissertation. Failure of a Department or Graduate Program to identify three faculty members to serve on this Resolution Committee will be tantamount to a rejection of the Dissertation.”

--Approved by the Graduate Council, April 26, 2007

Change in Calendar for Completing Advanced Degrees

One sentence in the first paragraph on page 26 of the 2006-2009 *Bulletin* has been revised to read as follows:

"Students in doctoral programs have seven calendar years, dated from the time of their first registration in a graduate degree program at Washington University, to complete degree requirements."

Eligibility for extending time to degree and procedures for requesting such extensions have not changed. Please consult the *Bulletin*.

Dissertation Examination Policy Change

One sentence in the last paragraph on page 30 of the 2006-2009 *Bulletin* has been revised to read as follows:

“The committee before which the student is examined normally consists of at least six faculty members, five of which must be tenured or tenure-track (four faculty members from the student’s major department or program together with at least two faculty members from other departments, programs, or schools of the University).”

–Approved by the Graduate Council, April 26, 2007

A detailed discussion of the dissertation examination committee can be found in the Doctoral Dissertation Guide, available as a pdf at <http://arts.wustl.edu/GSAS/Policies/policies.html>