

## **Faculty Guidance: Graduate Students**

**Graduate Students/Post Docs Physically in the Research Lab:** We recognize that many of our interactions in the research laboratory cannot halt, as it not only alters the future of the research, but also the education of our graduate students. To allow this to continue, we ask that you take all CDC COVID-19 safety precautions and limit the number of individuals in the laboratory. If your graduate student is uncomfortable with coming into the laboratory, we ask that you also determine a reasonable remote activity to help with their education as well as the work of the lab. If the student experiences a problem with the interaction, we encourage them to reach out to the School of Graduate Studies, who will then be in contact with the respective dean.

**Payment of Graduate Students/Post Docs:** Our philosophy is to continue paying our students in this uncertain time, as they rely on this income. For those in Teaching Assistant roles, please continue their support by including them in the remote learning activities you are offering to your undergraduate students. For those in the research laboratory on grant funding, we need to await direction from federal agencies. Once that arrives, please review with your deans how best to approach with the understanding that we want to continue paying our students.

**Thesis/Dissertation Defenses:** The School of Graduate Studies' policy is that notification of a thesis/dissertation defense must be made public. It is assumed there will be a public presentation of the dissertation, which is followed by a private meeting of the thesis committee. Others can be invited to the private defense, which is at the discretion of the thesis committee chair. At this time, we encourage committees to offer both the public and private defenses virtually. If this cannot be accomplished, please contact the School of Graduate Studies for an exception.

**Graduation Deadlines:** There is a deadline of April 1 to register for May graduation. This can be extended as appropriate. If the Graduation Ceremony is held, we can just about accommodate anyone up to the final days to participate by marching in the ceremony.

There is a deadline of April 3 to submit all materials for graduation. This can also be extended. The time limit is controlled by having enough time to certify completion of the degree, provide information to the folks that manage printing of the diplomas and inclusion of student information in the graduation booklet.

**Degree Confirmation:** We are also capable, in the event that students do not make deadlines to provide written confirmation of student completion of all requirements for graduation if they need this information for enrollment in another degree program or for employment.

**Contact:** Staff in the School of Graduate Studies will be working remotely so that questions can be answered and petitions approved. We will accept electronic signatures of students and faculty as well as email confirmations of approvals.