Know Your Rights

Guide for Grad Students

The following is a guide to self-advocacy. Graduate Students have a right to equitable treatment and to be free from sexual harassment and discrimination.

Step 1: Documenting Harassment

Students should first take a moment to write down the incident(s).
- Describe what occurred.
- Identify who was involved, including witnesses.
- Note the date and time.
- Try to preserve any written records of the harassment.

Step 2: First Contact

The first person a grad student or GAT usually contacts is their Program Director.

What if I don’t feel comfortable contacting my PD?

Step 3: Other Contacts

Students should feel comfortable contacting people in and outside their program. This why there are other contact options for seeking help and support.

Grad Students may contact their dissertation chair. Begin with an email describing the incident. Provide a few more details and an explanation of why you feel PD is not a possible route of contact in this instance.

Step 4: Contact the Grad College

Students should consider contacting the Grad College.

A meeting or a meeting with either your PD or Dean is scheduled at a time to meet in person with a dean or the Grad College.

https://grad.arizona.edu/academic-assistance/

CONCERNS ABOUT COMP/EXAM & DISSERTATION COMMITTEES

Graduate students have a right to investigate and request a change to who sits on their committees.

Can graduate students have comprehensive exams and dissertation committee members outside of their program?

Answer: Yes.
- The exam committee must consist of a minimum of four members.
- The dissertation committee must consist of a minimum of three members.
- The chair of a committee (Ph.D. Adviser) and the other 2 or 3 additional members must be licensed in their field of study or meet the Board of Graduate Studies minimum qualifications.
- Two or more committee members may be from outside the College.
- Under special circumstances, the 4th member of either the committee may substitute the following: an unlicensed and unaccredited member who, with the approval of the Dean of the Graduate College.
- Most graduate programs elect the chair of the committee from the committee members or elect another committee member to be the chair. Typically, the program will ensure that the chair is not from the minor or advisor whose student has taken classes in.

Is the student required to have a minor in order to have members from outside of the department or program on their committee?

Answer: All PD students must have a minor. More below.
- All study plans, which are completed before the comprehensive exams, must have at least one course in the minor.
- For many of our Ph.D. degrees, the minor is in English, so the student must take 9 credits in the minor.
- Students may take courses outside of English. For example, 2 courses may be taken outside of English, and the student may take 3 courses in English as part of their completed minor outside of English.
- English grad requirements do not necessarily conflict with other program requirements. Students are encouraged to consult with their minor advisor.

Helpful Links

BETA: https://betta.arizona.edu/aen/forms/handbooks

Literature: https://www.arizona.edu/english/literature/grad-guides

Second Language Acquisition & Teaching (SLAT): http://www.arizona.edu/education/graduate/graduate-programs/second-language-acquisition-teaching

Forms & Handbooks: English - https://betta.arizona.edu/aen/forms/handbooks

General Camp/Exams Information: https://betta.arizona.edu/aen/forms/handbooks/negr.Assoc.


Contact AIME

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