

School Procedures of the University of North Texas Health Science Center	Chapter 15 – School Procedures Student Affairs, Education and Funding
15.217 SBS - Graduate Advisor	

The Graduate Advisors and Discipline Directors are the official representatives of the SBS Dean in matters affecting graduate students in their discipline. There should be a close working relationship between the Graduate Advisors/Discipline Directors and the Assistant Deans and staff of the Office of Student and Academic Affairs in the School of Biomedical Sciences (SBS). The Graduate Advisors and Discipline Directors are the liaison between the SBS Dean and the discipline. The Graduate Advisor should keep the discipline faculty informed on matters pertaining to graduate education. The Dean is dependent upon the experience and judgment of the Graduate Advisors and Discipline Directors, and upon their recommendations in matters requiring the Dean’s action. The SBS Office of Student and Academic Affairs provides information to the Graduate Advisors on a continuing basis and responds to requests for special assistance.

The Graduate Advisors and Discipline Directors are responsible for supervising graduate study in the discipline, ensuring that each graduate student is assigned an individual faculty advisor within the discipline, and representing the faculty of the discipline as members of the Education Council.

Application.

This procedure applies to faculty and graduate students in the School of Biomedical Sciences.

Definitions.

None.

Procedures and Responsibilities.

1. Appoint Graduate Advisor and Discipline Directors for each discipline.

Responsible Party: Dean.

References and Cross-references.

Approved: September 1995
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