Dean’s Message

As you receive this newsletter, we’re well into Winter Semester 2024. This is one of the busiest times of the year, as we work on both the starting and ending points of graduate education, with fall admissions ongoing and April graduation just around the corner. Amid these regular deadlines, Graduate Studies has also been working with the Graduate Council to ensure that our policies and procedures are current.

One advancement that has burst on the education scene recently has been the emergence of generative artificial intelligence (AI) tools. AI is already having significant impacts on graduate education, and on p. 2 of this newsletter you will find our statement on the use of AI in graduate education. Given the speed at which the AI field continues to evolve, it’s unlikely that this statement represents the final word on the topic, but for now it provides an underlying framework for assessing the appropriate utilization of AI within the graduate community.

The Graduate Council also worked to update the Academic Grievance Policy for graduate students to simplify our rules and more closely align with overall university policy. (See p. 5 of this newsletter.)

These revisions, along with other important graduate policies and procedures, can be found in our Graduate Studies Policy Handbook, which is always available as a valuable reference document.

We look forward in the coming months to many wonderful events for our graduate students. BYU’s Three-minute Thesis competition will be on March 21, and this will be preceded by various college and department competitions in the weeks leading up to it. Graduate Student Appreciation week will be April 8-12, providing the graduate community an opportunity to let our students know how grateful we are to assist in their education.

I love working with you in helping our graduate students thrive at BYU. I am deeply grateful for your indispensable contributions in supporting graduate students here!

Best regards,

Adam T. Woolley
Dean of Graduate Studies
Graduate Studies Statement on the Use of Artificial Intelligence

Graduate Studies supports the statement from the Academic Vice President’s Office on Academic Use of Artificial Intelligence at BYU and concurs that academic use of artificial intelligence (AI) at Brigham Young University should be consistent with the principles of the Honor Code and Academic Honesty Policy.

This document describes AI use considerations in graduate programs; further clarifications or limitations on the use of AI in specific disciplines may also be defined by colleges, schools, departments, or programs, while following the higher expectations in the general BYU policies referred to in this document.

The Academic Honesty Policy states, “BYU students should seek to be totally honest in their dealings with others. They should complete their own work and be evaluated based upon that work.” In the graduate context, “work” includes coursework and research or creative works, as well as theses, dissertations, projects, prospectuses, publications, presentations, exhibitions, performances, papers, and other academic work.

To be appropriate, at a minimum, generative AI use should be consistent with norms in the discipline, as well as any university, college/school, and department/program policies. Additionally, generative AI use in graduate education must be approved in advance by the student’s graduate committee (or faculty advisor in programs with that model) and disclosed in the final product. For graduate coursework, AI use must also be consistent with the expectations set forth in the course syllabus or other assignment documentation. Inappropriate use of generative AI toward any graduate program requirement is inconsistent with BYU’s Academic Honesty Policy.

Use of AI that is inconsistent with the above expectations may result in a student being subjected to disciplinary measures from the “Applicable Actions” section of BYU’s Academic Honesty Policy, the severest of which is dismissal from the university.
2024 Winter Graduate Student Events

Thursday, February 29
Professional Development Seminar
11:00-12:00, WSC Varsity Theater

Thursday, March 21
University Three Minute Thesis (3MT)
11:00, WSC Varsity Theater

April 8-12
Graduate Student Appreciation Week

More information will be sent directly to departments & colleges

2024 Graduate Studies Events

University 3MT
(3 Minute Thesis) Competition
Wednesday, March 21
11:00-12:00
Varsity Theatre
Open to all who would like to attend

Graduate Studies Summit
Wednesday, June 12
8:30-2:00
Various Locations WSC
For Graduate Coordinators & Graduate Program Managers
As we move into the new year it brings us the perfect opportunity to renew our commitment to excellence and improve our commitment and ability to help answer your questions and resolve issues.

**ONE EMAIL FOR ADMISSIONS**

We are improving our communication channel and removing the need for you to remember three different email addresses, who they go to, and when to use each of them. When communicating with the Graduate Studies Admissions team please use the email: gsadmissionintern@byu.edu.

We will still use the gsintl@byu.edu and gstranscript@byu.edu email addresses for communicating with you, but for your initial emails, please use gsadmissionintern@byu.edu.

**New Petition Type**

A new petition type has been created for the Online Petitions for Exception: Petition Type>Admission, English Proficiency. This new English Proficiency type will help Graduate Studies process these requests more efficiently.

Recently, the request to waive the English Proficiency policy has been the number one petition. In order to waive the University English Language assessment requirement, Graduate Studies requires compelling information and/or evidence that the applicant has the necessary skills and preparation to be successful at BYU.

As a reminder, it is the admitting body’s responsibly to seriously consider an applicant’s skillset in all four of the language assessment categories of reading, writing, speaking, and listening. Graduate Studies wants to know what assessments have taken place outside of the normal communication with an applicant to determine that the applicant has the necessary command of the English language to be successful.

**Graduate Studies Technical Support**

When you need technical support, the best way to log and communicate problems that you are experiencing is through our Graduate Studies Technical Support form.

Find this form at [https://gradstudies.byu.edu/ >Faculty and Staff > Graduate Studies Technical Support](https://gradstudies.byu.edu/ >Faculty and Staff > Graduate Studies Technical Support). Direct link: [https://forms.monday.com/forms/364641056f2904e2e86d641c55b104d8?r=use1](https://forms.monday.com/forms/364641056f2904e2e86d641c55b104d8?r=use1)

This quick form allows you to explain the issue, drag and drop files or screenshots if needed, and rank the urgency of the problem.

Phone calls and email are still welcome at any time. Please don’t hesitate to call if you have any questions or want to follow up on issues.
Advisement

GradQ & Approving Graduation Applications

GradQ is the system graduate program managers use to approve a student's graduation application.

Be very careful when approving these applications, ensuring the student is on track to graduate this semester.

If the graduation application is approved before the student is actually ready to graduate, the incorrect number of robes for our graduating students will be ordered for each discipline, causing unnecessary additional expenses for the university.

If a student has completed their coursework, or is in the process of completing the last classes of their program, and if they look like they will be defending their thesis/dissertation this semester, the graduate program advisor should approve their graduation application.

If a student “thinks” they may be done this semester, but they still have several courses to take, or if they haven’t defended their proposal yet, it is very unlikely the student would be ready to graduate this semester. We recommend that you contact these students to see if their graduation applications should instead be deferred to June 2024.

Thank you for your diligence and hard work in helping your graduate students; it is so appreciated!

Updated Graduate Student Academic Grievance Policy

An updated Graduate Student Academic Grievance Policy has been added to the Graduate Studies Policy Handbook.

It may be found at https://gradstudies.byu.edu/ >Faculty & Staff >Policy Handbook, chapter 14.
Application Annual Report Updates

Application Annual Report Tableau Dashboards has some new features:

- View multiple programs at once
- View enrollment trends by ethnicity

To access these dashboards, go to:

data.byu.edu > BYU Internal Data Resources > Unit Data > Graduate Studies Data > View Tableau Dashboard

Or go to:
tableau.byu.edu > Graduate Studies

Coming Soon!

5-year average program-specific performance dashboards tailored for prospective students are coming soon. The dashboards will be mobile device friendly and will feature detailed application statistics such as:

- Applicant and enrollment metrics
- GPA and GRE statistics
- Graduation metrics
- Demographic information
Women's Forum

In November, graduate students had the opportunity to hear from a panel of women about having a career, life experiences, faith, and challenges of graduate school. The panel included Noelani Wayas (Marriott School of Business), Dr. Arminda Suli (Life Sciences), Dr. Jenet Erickson (Religious Education), and Haylie June (Second-year graduate student in Sociology).

Faith and Scholarship Symposium

In January, the Graduate Student Society held the annual Faith and Scholarship Symposium. This year's symposium featured Dr. Rosalynde Welch from the Neal A. Maxwell Institute of Religious Studies. Dr. Welch presented on "The Questions We Should Be Asking: Lessons from a Novice Podcaster." As part of this event, graduate students also donated food and funds to the Collective Action Food Bank and Services in Provo.
Leap into Networking

On Thursday, February 29th, the Graduate Student Society will be putting on a "Leap into Networking" event from 11:00 am to 12:00 pm in WSC Varsity Theater. We will have the privilege to learn about networking, etiquette, and professionalization from Dr. Candilyn Newell.

University 3MT Competition Thursday, March 21

Three Minute Thesis Competition Thursday, March 21st
11:00 am
WSC Varsity Theater
Graduate student 3MT college finalists will compete at the university level; all are invited to attend

Graduate Student Appreciation Week, April 8-12

Wednesday, Apr 10th | 11 am | WSC Garden Court | Grad Expo

Thursday, Apr 11th | 11 - 2 | WSC 3252 | Free headshots for grad students

Friday, Apr 12th | 7 - 10 pm | Black Tie Event | Harman Building. Prom attire encouraged, must RSVP, & can bring a guest

2023-2024 Graduate Student Society Delegates
Graduate Studies Diversity, Inclusion, and Belonging Statement

Graduate Studies seeks to nurture a community grounded in unity, mutual respect, and charity toward all. We strive to support graduate programs at Brigham Young University in the following ways:

1. We will develop policies and procedures that promote the recruitment, admission, retention, and support of all current and eligible prospective graduate students including students of color, women, and other underrepresented groups.

2. We strive to support an environment where multiple perspectives are shared, examined, and valued for optimal learning so graduate students may become respectful citizens and ambassadors, informed and aware of both diversity and culture, helping to make our BYU community and the broader communities in which they live more just, unified, and inclusive.

3. We will partner with BYU faculty, staff, and administration to foster an environment of inclusivity in all graduate programs where individuals of diverse backgrounds can succeed together in fulfilling BYU’s aims and mission.

4. We will support graduate programs in mentoring and advancing graduate faculty of color, women graduate faculty, and graduate faculty from other underrepresented groups, encouraging diverse perspectives and contributions to enhance the graduate education experience.

5. Graduate Studies will annually assess for accountability by measuring outcomes from year to year regarding our stated aspirations and/or university guidelines.