

# *GRADUATE HANDBOOK*

## *Policies and Procedures*

*MA/MS Geology Programs*

*MAT/MST Programs*

*MA/MS Geology-Hydrogeology Programs*

*Graduate Certificate Programs*

Chair of the Geology Department  
Martin J. Streck

Chair of the Graduate Committee  
Andrew G. Fountain



Department of Geology  
Portland State University

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## **Introduction**

The Geology Graduate Handbook summarizes the university and departmental requirements in one document. Included are sections on university requirements for degrees, departmental requirements, advising, and steps to candidacy, thesis proposal guidelines, deadlines, and departmental policies.

Students are responsible for knowing the regulations and procedures required by the University and the advanced degree program being pursued. The graduate student bears the primary responsibility for completion of all requirements. The student is expected to make reasonable progress in the program including classes and research and may be terminated from the program for failure to do so.

The department will consider petitions for waiver or modification of these regulations. In no case will a regulation be waived or an exception granted because of ignorance of the regulation or of the assertion that the student was not informed by the advisor or other authority. We hope this handbook will facilitate your tenure in Geology Department and lead to a speedy and successful conclusion of your studies.

## **General Department Policies**

### **Requirement precedence**

University requirements should be regarded as the “Minimum acceptable to the University”. Departments are allowed to impose more stringent requirements than the University. The department requirements are written with that in mind, so generally Department requirements are more comprehensive than the University requirements and take precedence over the minimum University requirements.

### **Continuous enrollment**

With the exception of Summer Terms, the Geology Department requires that all students in the graduate program be enrolled while in the graduate program. A leave of absence will be granted by arrangement with the Office of Graduate Studies (OGS). Readmission is also by arrangement with the OGS.

### **Student Performance**

Graduate students must maintain a B average. If the student’s grade for any class falls below a B, the graduate credits for that class are not included in the credit hours for that academic quarter nor towards graduation. This places the student on academic probation for not fulfilling the 9 credits per quarter at a B-level or greater. A second academic quarter removes the student from their graduate teaching assistantship or their research assistantship.

In addition a student must make reasonable progress on their thesis or research project. Quarterly milestones are to be established between the advisor and student. In the first year this includes a rough draft thesis proposal by the end of the first term, a final draft by the end of the second term, with the presentation made in the 8<sup>th</sup> week of the second term or by the 4<sup>th</sup> week of the third term. A brief report of the milestones for the year will be submitted at the end of the 3<sup>rd</sup>

term. For following years milestones will be established between advisor and student with yearly reports at the end of the spring term.

Failure to maintain good academic performance or to make reasonable progress on the thesis or project work places departmental or research funding in jeopardy.

### **Office space**

Office space is provided for graduate students maintaining good academic performance and making reasonable progress toward the degree according to the following priorities:

1. Graduate teaching assistants and research assistants.
2. Full-time, regular graduate students with priority to those in their first three terms.
3. Part-time, regular, and conditional graduate students, enrolled for at least 1 credit.
4. Post Baccalaureate students

### **Teaching assistants**

The Geology Department employs graduate teaching assistants (TA) to run the laboratory sessions for a number of classes. The duties and responsibilities of the TA are described in the Instructions for Teaching Assistants in the Appendix. These appointments are contracted on a academic year presuming good academic performance and satisfactory progress on thesis/project. Some students may receive a two-year TA contract, but that too is based on yearly good academic performance and satisfactory progress on the thesis/project. Rarely do students receive a third-year appointment.

For graduate applications to the department the Graduate Committee will review the applications, letters of reference, student records, and then make recommendations to the department. Appointments will be made on the basis of departmental vote. The same procedure will be followed for a vacancy which might occur during the year. An announcement will be posted to give students a chance to apply.

### **Research assistants**

Research assistantships may be available through research contracts or grants. The faculty member responsible for the grant chooses the research assistants. Pay, duties, and evaluation are per University regulations and supervised by the faculty member responsible for the grant or contract.

### **Petitions**

Students requesting exceptions to departmental requirements should be presented to the student's adviser to present at a departmental staff meeting. The faculty will consider the request for approval, denial, or alteration. The results are forwarded to the student and placed into their file.

### **Time limitation**

All course-work submitted for the master's degree program approved by the department must be completed within the **five** years prior to the award of the degree (*e.g.*, a graduate student starting in the fall term of 2010 will be beyond the five-year limitation at the close of spring term 2015). The formal application for the degree must be filed with the Office of Graduate Studies (OGS) no later than the first week of the anticipated term of graduation ([www.pdx.edu/ogs/](http://www.pdx.edu/ogs/)).

Students not completing either a MS Degree within the 5-year limit, or a Graduate Certificate within the 7-year limit will be dropped from the Geology Department graduate program. Students enrolled in a MS Degree program who are not registered for classes in 3 consecutive terms will be dropped from the Geology Department graduate program.

#### **Removal of conditional graduate status**

To remove conditional status a brief summary of the condition and the reason for removal are submitted to the advisor and/or the Chair of the Graduate Committee as soon as conditions are removed. The student will be notified of its completion and the summary with decision added to the student's file.

#### **For non-degree admissions**

As soon as requirements are met, a student may apply for regular admission.

#### **Deposit of thesis materials**

Rocks, thin sections, etc., referred to in a thesis must remain within the department unless alternative arrangements are made by agreement with the faculty of the department. Each specimen should be labeled with the student's initials and a thesis reference number, unless otherwise prescribed by the advisor. All should be boxed and sealed with the student's name on the box for the department archives.

An electronic copy of the thesis and any associated data files shall be kept on the department server. The electronic thesis copy should be a single PDF file. Plates should be in separate PDF files. Associated appendix material (e.g., databases, GIS layers, etc.) may be in their native file formats. Follow OGS rules for electronic submission of a thesis (see <http://www.pdx.edu/ogs/>)

## **Master's Thesis or Project**

### **General university requirements**

Masters students have two sets of requirements that must be met, University Requirements (administered through the OGS), and the Geology Department Requirements. The student is responsible for making sure they are meeting the current degree requirements.

### **Admission**

Expectations for admissions are outlined on the Geology Department Admissions web page [geology.pdx.edu/Graduate](http://geology.pdx.edu/Graduate)

#### *International students*

To be considered for admission, an international student whose native language is not English must achieve a score of at least 550 on the *Test of English as a Foreign Language (TOEFL)*. Admission of an international student may be conditional pending demonstration of (B-level) work in selected undergraduate core courses designated by the Graduate Committee.

#### *Student Status*

A student may be admitted as (1) a regular graduate student, (2) a University Conditional student (based on GPA, and decided by the Admissions Office), or (3) a Departmental Conditional student, or (4) both a University and Departmental conditional student.

At the time of acceptance to the graduate program the Graduate Committee will identify any deficiencies in the student's record. The Graduate Committee will specify, in writing, how any deficiencies noted in a student's record may be removed in the original letter of offer. Generally, the Graduate Committee will require the student to demonstrate ability to do B-level work in specified undergraduate courses. Deficiencies must be removed within one year. Deficiencies must be removed before the student can be considered for advancement to candidacy for a degree and before the thesis proposal is approved

#### *Transfer Courses*

Students wishing to transfer graduate credits taken at PSU prior to admission to the graduate program, or from any other institution should provide the Geology faculty with a list of courses and their syllabi by the end of the first term. The Department will decide on their suitability to our programs at that time.

### **Initial Advising**

Upon admission to graduate status, the student will be assigned an interim adviser by the Graduate Committee. The student will pick a willing thesis adviser as early as appropriate. The thesis adviser will serve as the student's academic adviser, maintain the student's file, chair the proposal presentation, supervise the thesis, choose the thesis committee, and chair the final oral examination. The Graduate Committee will also monitor and may periodically meet with the student to review progress. The student may change thesis advisers by notifying the Department Chair.

## **Program**

The student and the adviser will plan a program to meet University and Department requirements: Forty-five hours of 500 and 600-level courses, including at least 8 hours in courses numbered 610 or higher.

## **Courses from Other Departments**

Petitions to use **any** 510 or higher-level courses from departments other than Geology towards a Geology MA/MS program need to be approved. The petition needs to establish that (1) the coursework is necessary for your thesis work; (2) it does not duplicate material offered within the Geology Department. The petition should include the course description and syllabus for the courses you wish use.

## **Graduate scholarships**

The Geology Department offers up to \$750 in Rockie or Howell Scholarships to assist in completion of Master's Degree Thesis work. A proposal signed by the Adviser will be presented to the Faculty of the Department for action. Some or the entire amount requested may be granted. The funding is available to offset receipted expenses related to the thesis. Application is available from the "Graduate Student Resources" web page within the Geology Department website.

Potential sources of outside funding are included in the appendix.

## **Choosing a Thesis versus a Project**

A Master's Thesis demonstrates that the student can conduct independent research and is important for students continuing on to the Ph.D. or for employment where a great deal of independent work or supervisory responsibilities are expected. Although the research topic and outline may be assigned by the advisor, the student is involved with developing the scope and emphasis of project. A thesis is multi-chaptered document typically between 50 and 150 pages in length.

A project demonstrates a student can apply scientific skills to a directed project and may be sufficient for students for whom the M.S. is a terminal degree and future employment is not likely to require independent research. The project is typically an assigned topic in which the student has less opportunity to develop the scope or the emphasis. It could be a project that focuses on a specific application of a science-related product. The report is a shorter document summarizing the project, typically less than 50 pages in length. Because the project is smaller in scope and less effort, an additional 4 credit class is required compared to that for the thesis option.

## **Thesis/project committee**

The thesis committee is composed three faculty of the Geology Department, the Thesis Advisor and two other members. One member may be an approved Adjunct Faculty or approved PSU Faculty outside of the department.

## **Thesis / project proposal**

The student must submit a thesis proposal to the Department for approval. The proposal can be approved only after advancement to candidacy and is required before *G 503 Thesis* can be taken.

The proposal should contain the following: Title page, thesis title, student's name, short summary, date submitted, spaces for approval by the adviser and by the Department Chair, etc. The proposal should specify the tentative committee members. See "Graduate Student Resources" web page within the Geology Department website for a general Thesis Proposal Format and the specific sections required.

For both the thesis and project -oriented students will present the proposal in a seminar to the department by the 8<sup>th</sup> week of the student's second term and no later than the 4<sup>th</sup> week of the 3<sup>rd</sup> term

1. One week prior to the presentation the proposal will be made be available to the faculty.
2. During the presentation, the thesis adviser will chair the seminar and rule on the propriety of the questions, comments, and suggestions. .
3. At the following staff meeting the faculty considers the proposal
4. Upon approval by a majority of the faculty, copies will be signed by the Adviser and the Department Chair and distributed to the student, the student's file, the adviser, and to an Approved Proposals file in the department office.

Note: A student may not register for *G503 Thesis* until the thesis proposal has been approved by the department.

### **Advancement to candidacy**

A Degree Requirements worksheet (available at <http://geology.pdx.edu/GradResources>) must be prepared by the student and the adviser and then submitted to the faculty of the Department for **approval before or with the thesis proposal**. Advancement to candidacy will be based on removal of all conditions for admission, completion of summer field geology, and removal of any deficiencies. Advancement to candidacy will be a precondition to approval of the thesis proposal and any consideration for an advanced degree. When advancement to candidacy is approved by the faculty, copies of the Degree Requirements form signed by the Department Chair will be placed in the student's file.

Proof of completion of Responsible Conduct of Research training must also be on file for a student to advance to candidacy (available at <http://geology.pdx.edu/GradResources>)

### **Thesis / Project Report**

The thesis must meet the format and submission requirements of Portland State University, see [www.pdx.edu/ogs/thesis-and-dissertation-information](http://www.pdx.edu/ogs/thesis-and-dissertation-information). Specific to Geology, theses follow the format guidelines used by the US Geological Survey or the Geological Society of America Bulletin. Metric units will be used (see, IEEE/ASTM-SI-10 guidelines). The thesis must involve a geological problem and include field and/or laboratory studies.

*The time required between submission of an initial draft of the thesis and the defense date can vary wildly. A rule of thumb is that the first draft is submitted in the quarter prior to the one in which the defense occurs. The advisor needs time to read and edit the text and for the student to modify. There may be several iterations. The committee needs at least two weeks to read the pre-defense draft. And there may be further edits after a defense.*

*If the student has finished the necessary course work, they must be enrolled during the thesis research, taking at least one credit per term. The student may request a leave of absence if not using faculty time or University facilities. Regulations regarding a leave of absence are ~~those~~ specified in the University catalog. However, students must be enrolled for at least one credit during the term in which the thesis is defended. The thesis advisor is responsible for the ensuring*



the thesis conforms to department and university. The chair of the department has final editorial comment before final signature of the GO-17 ([www.pdx.edu/ogs](http://www.pdx.edu/ogs)).

The thesis advisor is responsible for the thesis conformance with the department's quality standards. The chair of the department may require editing before final signature of the GO-17.

### Thesis / project defense

- The oral defense will be scheduled at least one week before the last day to turn in the final thesis to the Office of Graduate Studies (see instructions at [www.gsr.pdx.edu/](http://www.gsr.pdx.edu/)).
- At least two weeks before the defense, a GO-16M form (<http://www.pdx.edu/ogs/forms>) must be submitted to the Office of Graduate Studies.
- A copy of the thesis/project report must be available to the faculty one week before the examination.
- All persons listed on the GO-16M need to be present for the thesis defense. If there is a problem, the OGS must be contacted. It is the responsibility of the student to inform and remind all members of the committee in a timely manner of the time, date and location of the defense.

The duration of the examination 1 – 3 hours. In the first half hour, the student presents the thesis / project to the public, and thereafter opened to questions. Faculty and students in Geology and guests may attend the examination and ask questions. The public will then be dismissed, and the committee will then examine the candidate. After the examination, the committee in executive session will vote on the question "Did the student pass the examination", and by implication, should the thesis / project be accepted. In the event of one or more "no" votes the matter shall be presented to the faculty of the Department for final consideration. By majority vote, the Department may require either (a) a repeat examination, or (b) the removal of deficiencies, as directed, or (c) removal of the student from the program.

**Commented [AS1]:** OGS website suggests GO-16M needs to be submitted by March 13 (Winter term) for a Spring term defense. Spring term defenses must be completed by May 13, later dates are Summer defense.

## **Master of Arts in Teaching and Master of Science in Teaching in Science/Geology Programs**

*From the PSU Bulletin:* To be admitted to the M.A.T./M.S.T. program in Science/Geology, a student must hold a bachelor's degree in geology, or in the physical or life sciences—including the equivalent of a minor in geology. Students must take the general Graduate Record Examination and submit scores before admission for advising purposes.

Graduate Program: In consultation with the graduate adviser, the student establishes a degree program before the completion of 16 credits of coursework.

The program must include a minimum of 45 credits in approved graduate courses, to include a minimum of 30 credits in geology and related sciences, and 6 credits in G 506. At least 9 credits must be in education courses. In order to fulfill requirements for the degree, the student must satisfactorily complete the degree program and pass both a final written examination and a final oral examination.

### Graduate Classes

30 credits in Geology and related sciences (determined by the graduate adviser)

6 credits in G506 "Special Problems"

9 credits in education courses, including G550, and/or

PSU's Center for Science Education

PSU's College of Education

## **MA/MS Geology-Hydrogeology Program**

Unknown

## **Graduate Certificates**

These certificates are designed to provide practicing professionals an opportunity to upgrade their credentials while they continue to hold their full time jobs. Certificates allow for the recognition that a student has completed a specific set of coursework and can present this as part of the person's credential.

Admission to a Graduate Certificate program does not entail admission to any master's or doctoral program. Students admitted only to a Graduate Certificate program are limited to 8 or fewer credits of registration per term. (updated 12/2/09) Three certificates are offered.

Admission Requirements. All PSU Graduate Certificate programs require admission by the University, and an applicant must have a geology bachelor's degree from an accredited institution (or have passed the fundamentals part of the ASBOG registration exam) and a cumulative GPA of at least 2.75 in all undergraduate courses. Applicant not meeting these requirements will be evaluated on a case by case basis. Applicants with cumulative undergraduate GPAs between 2.50 and 2.74 may be considered for university conditional admission only.

Courses completed for this Graduate Certificate may also be applied toward graduate degrees at PSU provided they meet the appropriate standards for use in the degree including acceptable grades, prerequisites for admittance to the master's degree program, and completion within seven years of the master's degree award. The Certificates can be taken as part of a Master's Degree in Geology. Credits earned toward the Certificate may be applied toward a Master's Degree in Geology.

Courses must be completed within seven years of the award of the Graduate Certificate totaling 18 credits. A cumulative GPA of 3.00 must be attained in all courses to qualify for the Certificate. No courses listed as G510 may be used. At least two thirds of the credits for the Graduate Certificate or 15 credits, whichever is larger, are required to be taken at Portland State University. Similar discrete-numbered courses (no courses number. Similar discretely numbered graduate courses (no courses numbered 510/610) may be substituted for these electives, but such substitutions require advance approval from the Program Coordinator. Courses used for one certificate cannot be used for another certificate.

### **Certificate in Earth and Space Sciences for K-12 Educators**

Unknown

### **Certificate in Engineering Geology**

The Graduate Certificate in Engineering Geology provides practicing geologists an opportunity to upgrade their engineering geology credentials while continuing to hold a full-time job.

This Certificate is designed for professionals in the applied geology and geotechnical engineering fields. It can also represent a portion of a professional geologist's training, as well as a portion of the background needed by registered professional engineering geologists in the state of Oregon. Practicing professionals can use this Certificate, which indicates added skills and background, for professional development. This Certificate program enhances professional development and can put students in a better position to pursue a graduate degree.

Course Requirements: Candidates must earn a total of 18 credits, through the following courses.

Required courses of 10 credits:

- G 571/671, *Advanced Engineering Geology*, 4 credits
- G570, *Engineering Geology*, 4 credits
- G 501/601, *Research: written paper*, 2 credits

Elective courses of least 8 credits:

- G 618, *Clay Mineralogy*, 4 credits
- G 520, *Applied Geophysics*, 4 credits
- G524, *GIS for the Natural Sciences*, 4 credits
- G525, *Field GIS*, 4 credits
- G 523, *Statistics and Data Analysis in the Geosciences*, 4 credits
- G543, *Groundwater Geology*, 4 credits
- G 561, *Environmental Geology*, 4 credits
- G575, *Introduction to Seismology and Seismic Site Evaluation*, 4 credits
- G592, *Methods in Quaternary Stratigraphy*, 4 credits
- CE 542, *In Situ Behavior and Testing of Soils*, 4 credits

### **Certificate in Environmental Geology**

The Graduate Certificate in Environmental Geology provides practicing geologists, an opportunity to upgrade their environmental geology credentials while continuing to hold full-time jobs.

This Certificate will be useful for persons working in a broad range of jobs within the environmental services and environmental engineering fields. This program can represent a portion of a working geologist's recognized training as a professional geologist in the state of Oregon. Practicing professional geologists can also use this Certificate to indicate added skills and background gained in their development within the profession. This program will also be of benefit to new graduates who are trying to gain a professional license. The environmental services and environmental engineering fields are growing throughout Oregon and the nation. This Certificate program enhances professional development and can put students in a better position to pursue a graduate degree.

Course requirements for 18 credits:

Required courses of 6 credits:

- G 561/661, *Environmental Geology*, 4 credits
- G 501/601, *Research/written paper*, 2 credits

Elective courses of least 8 credits:

- G 560, *Soil Geomorphology*, 4 credits

- G 543, *Groundwater Geology*, 4 credits
- G 548, *Chemical Hydrogeology*, 4 credits

Elective courses of least 4 credits:

- G524, *GIS for the Natural Sciences*, 4 credits
- G523, *Field GIS*, 4 credits
- G547, *Environmental Sediment Transport*, 4 credits
- G571/671, *Advanced Engineering Geology*, 4 credits
- G559, *Quaternary Climate*, 4 credits
- ESR 520, *Ecological Toxicology*, 4 credits
- ESR 529, *Environmental Impact Writing*, 4 credits
- ESR 579, *Fate and Transport of Toxicants in the Environment*, 4 credits
- CE 578, *Water Quality Modeling*, 4 credits
- CE 577, *Solid and Hazardous Waste Management*, 4 credits
- CE 580, *Chemistry of Environmental Toxicants*, 4 credits

### **Certificate in Hydrogeology**

The Graduate Certificate in Hydrogeology provides practicing geologists an opportunity to upgrade their hydrogeology credentials while continuing to hold full-time jobs.

This Certificate program can represent a portion of a professional geologist's recognized training, as well as a portion of the background needed by registered professional geologist in the state of Oregon. Practicing professional geologists can use this Certificate to indicate added skills and background gained in their professional development. This Certificate program enhances professional development and can put students in a better position to pursue a graduate degree.

#### Course requirements for 18 credits:

Required courses of 10 credits:

- G 543, *Groundwater Geology*, 4 credits
- G 548, *Chemical Hydrogeology*, 4 credits
- G 501/601, *Research: written paper*, 2 credits

Elective courses of 4 credits:

- G 561, *Environmental Geology*, 4 credits
- G571, *Advanced Engineering Geology*, 4 credits

Elective courses of 4 credits:

- Geog 546, *Water Resource Management*, 4 credits
- Geog 594, *GIS for Water Resources*, 4 credits
- CE 570, *Groundwater Modeling*, 4 credits
- CE 571, *Stochastic Subsurface Hydrology*, 4 credits
- CE 572, *Environmental Fluid Mechanics*, 4 credits
- CE 578, *Water Quality Modeling*, 4 credits
- ESR 579, *Fate and Transport of Toxicants in the Environment*, 4 credits

## APPENDIX

### Scholarships and Funding Opportunities

(March 2015)

#### Large Scholarships

- a. **The NSF Graduate Research Fellowship Program** recognizes and supports outstanding graduate students in NSF-supported science, technology, engineering, and mathematics disciplines who are pursuing research-based Master's and doctoral degrees. Application deadline for Geosciences November 04, 2014 <https://www.nsfgrfp.org/>
- b. **The Department of Energy Computational Science Graduate Fellowship** provides outstanding benefits and opportunities to students pursuing doctoral degrees in fields that use high-performance computing to solve complex science and engineering problems. Application deadline January 27, 2015 <http://www.krellinst.org/csgf/>
- c. **NASA Opportunities** Some of these programs occur only at NASA centers, but others are designed to support students or scientists at universities. Some are funded through NASA's Science Mission Directorate, but many are sponsored either by other directorates within NASA, the NASA Office of Education, or other organizations entirely. Application deadlines vary. <http://science.nasa.gov/researchers/sara/student-programs/#grad>

#### Smaller Scholarships

- a. **GSA Graduate Student Research Grants** These are in the \$1000 - \$3000 range. 52% of all applications are granted. Application deadlines vary. <http://www.geosociety.org/grants/>
- b. **Mazamas:** These grants are for students doing research in mountains or cold areas mainly. Maximum amount is \$2000. Application deadline is February 6, 2015 <http://mazamas.org/resources/grants/>
- c. **Association of Engineering Geologists:** A number of different scholarships for graduate students Application deadline February 1. <http://www.aegfoundation.org/funds/>
- d. **Oregon Society of Soil Scientists John B. Good Scholarship:** A \$500 annual scholarship, deadline is Jan. 31, 2015. Past recipients are not eligible to apply. [www.oregonsoils.org](http://www.oregonsoils.org). Actual application may be under the soil science department at OSU.
- e. **AAPG: Grants in Aid for Graduate Students (MS and Ph.D.)** – The thesis work has to have application to petroleum and energy mineral industry or environmental issues related to the industry. There are 84 grants from \$500-\$3000. Application deadline is January 31, 2015. [www.aapg.org](http://www.aapg.org)

- f. **Sigma Xi Grants in Need of Research (GIAR):** Grants range from \$400 - \$1000, the average being \$600. Our PSU chapter matches each grant with another \$500. Applications deadlines are October 15 & March 15, 2015. <https://www.sigmaxi.org/programs/grants-in-aid>

### Departmental Funds

- a. **Poster Fund:** Also known as the *Geology Student Meeting Fund*. This fund will pay for student-prepared-posters to be presented at a conference, meeting, or research symposium. This fund was started by Scott Burns who won and donated his 'GSA's 2012 Public Service Award' money, in addition to donating his portion of the sales proceeds from (Marjorie Burns and his) *Cataclysms on the Columbia* book. Check with the Geology Department Office Coordinator or Chair about details (Foundation Account #2315182).
- b. **Paul Howell Memorial Endowment:** Provides financial aid to students conducting research in Northwest geology with emphasis for the Troutdale and Mollala Formations.
- c. **John and Miriam McKee Endowment:** Named in honor of John and Miriam McKee. Mimi, an instructor in the Department, passed away in March 2000. Interest provides financial awards for undergraduate and graduate students.
- d. **Nelson B. Higgs Endowed Scholarship Fund:** Established through a bequest of Nelson Higgs who conducted work on aggregate durability for the U.S. Army Corps of Engineers and continued his research through the department after he retired. The account supports engineering geology-related activities and helps pay for photocopying of theses.
- e. **Gene Pierson Memorial Field Trip Fund:** In memory of Gene Pierson (BS 1966), Emeritus Staff Geologist. Supports geology and earth science student participation in field trips.
- f. **Robert O. Van Atta Endowment:** Established after Bob's retirement for scholarships, project or travel reimbursement to students doing sedimentological research in the Northwest.
- g. **Edith R. and William A Rockie Endowed Scholarship Fund:** Supports research and scholarships for graduate and undergraduate students.
- h. **Gwen Burns Endowed Graduate Fellowship:** Established in 2001 through a generous gift from Gwen Burns. Supports graduate students in their research and course work.

**Geocorps Summer Jobs with the National Forest or the National Parks:** spring- summer internships will be sponsored by the GSA. To apply: Due date is February 18, 2015. [http://rock.geosociety.org/g\\_corps/index.htm](http://rock.geosociety.org/g_corps/index.htm)

### **Additional Documents to be added**

- Steps to a thesis
- Steps to a non thesis
- Thesis Proposal Format
- Thesis Checkout Sheet



## **Revision History**

### **Fall 2010**

First online version of Graduate handbook – with links to university material

### **Fall 2010 – Spring 2011**

Winter 2015 – approved 5Mar15