

# Political Science Graduate Newsletter

## SPRING 2006

Volume 2, Issue 2

January, 2006

### A Note From Director of Graduate Studies

Brad Jones

Welcome back for the Spring 2006 Semester! As the semester gets underway, please keep in mind upcoming deadlines for applying for re-funding as well as deadlines for turning in the paperwork for exams/defenses and so forth (if you are in this boat!). This issue of the newsletter has all the information you need to get this stuff in (and in on time!). My official office hours this semester are on Tuesday and Thursdays, 10—11:15; however, if there are issues that you need to discuss with me, then please by all means come by.

This semester is going to be a busy one. Apart from graduate student recruitment (which has begun in earnest), we have a very active speaker series. I strongly encourage all of you to attend the talks. Among the speakers coming in are Jim Gibson (Washington University), Stanley Feldman and Leonie Huddy (SUNY-Stony Brook), Christian Davenport (University of Maryland) and Larry Baum (Ohio State University).

In regard to the Fall Semester, I want to reiterate my thanks to all of you for your participation in our recruitments efforts for the Middle Eastern studies position. Each of the job candidates we had in commented favorably on both the attendance of graduate students at the talks as well as the questioning by you all during your meeting with them. Thanks a lot for the great participation.

As usual, I strongly encourage you to think about presenting your research at upcoming conferences. Some conferences to look ahead to are the Southern Political Science Association (the call for papers will go out in late Spring), the Political Methodology Meeting (held this summer at UC-Davis), as well as several other big meetings. See me or talk to other faculty about these conferences.

Finally, I want to alert those who may not be aware of the Program in American Politics, Education, and Research (or affectionately known as PAPER). This is a group of faculty and graduate students who meet fairly regularly for research presentations, professionalization seminars, and reading group seminars. It's a whole lotta fun. Even if you're not in American politics, stop by.

Anyways...welcome back!

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## HEADS UP

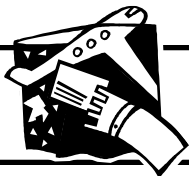
As you all know February 1st is our deadline for new recruits. Please try and keep the last two weekends in March and possibly the first weekend in April open.

First years, we will be looking to you for housing.

## NEW PHONE / ADDRESS CHANGE

REMINDER: If you have moved,  changed your phone number  etc.

Remember to let the Graduate Coordinator know so we can update our records and change your PAF.



## TRAVEL

Don't forget to apply for travel funds when you submit a paper. Typically the deadline for funding for Fall conferences is September 10<sup>th</sup>. For Spring conferences, the application deadline is January 22<sup>nd</sup>. The application may be found at:

[http://w3.arizona.edu/~polisci/grad/gp\\_program.html](http://w3.arizona.edu/~polisci/grad/gp_program.html)

You will need a letter from you advisor to accompany your request. Applications must be completed at least two weeks prior to trip if applying after deadline.

Applications returned by the deadline will receive priority. Any travel funds remaining after the initial distributions will be allocated to late applications and application for a second conference.

In addition, anytime you travel you will need to notify the Graduate Coordinator five (5) days in advance to file the appropriate paperwork, otherwise you may not be reimbursed. You will need to turn in receipts and a copy of the paper you presented to the Graduate Coordinator within one week of your return.

## PRE-REGISTRATION

As a reminder, Pre-registration will be coming up soon. For those students who are ABD, please submit this form by the due date, so that it does not become a problem later.

## OFFICE HOURS / TEACHING

Please remember to tell the office when you:

1. Change office hours
2. Change rooms where you are holding office
3. Cancel Office Hours
4. If you cancel class or have a substitute, please inform the office
5. Remember when submitting office hours to include the discussion sections you will be responsible for

## UPCOMING CONFERENCES

### March 2006

17 - 19

#### Western Political Science Association

Western Political Science Association 2006  
Annual Meeting

<http://www.csus.edu/org/wpsa/>

### April 2006 Cont'd

11-15

#### Southwestern Political Science Association

Southwestern Political Science Association  
Annual Meeting 2006 – San Antonio, TX

<http://sssaonline.org/meeting.htm>

### April 2006

7 - 10

#### Midwest Political Science Association

2006 MPSA National Conference

<http://www.mwpsa.org/content/default.aspx>

## FUNDING / REFUNDING

If you are interested in an Appointment/Reappointment to a Graduate Assistantship, please submit the Graduate Funding form and two faculty recommendations to me no later than March 1, 2006. The forms may be found at: [http://polisci.web.arizona.edu/grad/gp\\_program.html](http://polisci.web.arizona.edu/grad/gp_program.html) or at the end of this newsletter.

Under the new graduate program passed by the faculty last fall, the re-funding folder for each student will now include a variety of information. Reports from past TA duties and evaluations from faculty teaching seminars will be included as available. You may solicit two additional letters of recommendations from faculty members. **IT IS YOUR RESPONSIBILITY TO DISTRIBUTE THE SIGNED RECOMMENDATION FORMS TO YOUR TWO RECOMMENDERS, AND YOUR RESPONSIBILITY TO MAKE SURE THOSE LETTERS ARE SUBMITTED TO ME BY THE DEADLINE DATE. Any late letters of recommendation will be the fault of the student, not the faculty member.**

Students with TA positions are allowed to teach no more than one (1) additional course, whether in an Evening/Weekend setting at the University of Arizona or at Pima College.

The Department does not know how many assistantships will be available next year. We expect, as in previous years, that the number of openings will be limited.

If you have questions, please let me know.

**UNIVERSITY OF ARIZONA**  
**Department of Political Science**  
**2006 - 2007**

**APPLICATION FOR FUNDING**

**Deadline: March 1<sup>st</sup>, 2006**

Name of Applicant: \_\_\_\_\_

\*Total semesters in the program: \_\_\_\_\_ \*Total units completed: \_\_\_\_\_ \*GPA: \_\_\_\_\_

\*Total units of incomplete: \_\_\_\_\_ (excluding 900 or dissertation credits)

Please list the semester in which each of the following was completed: (use NA for not applicable)

\_\_\_\_\_ Masters Exam      \_\_\_\_\_ Ph.D. Preliminary Exam      \_\_\_\_\_ Dissertation Prospectus

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**Funded Students ONLY**, please complete the following:

\*Number of semesters as TA or RA: \_\_\_\_\_

\*Total units completed: \_\_\_\_\_ during \_\_\_\_\_ semesters RA/TA

\* \* \* \* \*

\*Include current semester (Spring, 2006). If any figures are not the same as those shown on your most recent grade report, please attach an explanation.

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Submit signed copies of the Graduate Assistant/Associate recommendation form to two faculty members for submission to the Department in support of your application. Recommendations should be requested from those most familiar with your work: instructors, research directors, committee members.

Please list the name of recommenders.

\_\_\_\_\_

Summary of activities relevant to appointment (e.g., experience in other universities, research or other positions held in the department etc.). Please add any comments or explanations which you think might be relevant to your application. (Use reverse side if needed):

Signature: \_\_\_\_\_



**UNIVERSITY OF ARIZONA  
DEPARTMENT OF POLITICAL SCIENCE  
2006 - 2007**

**RECOMMENDATION FOR APPOINTMENT/REAPPOINTMENT AS GRADUATE ASSISTANT/  
ASSOCIATE**

Name of Applicant: \_\_\_\_\_

Recommendation requested from: \_\_\_\_\_

**TO THE APPLICANT:** Under the Family Educational Rights and Privacy Act of 1974, you have the right to inspect your records. Please indicate below whether you wish to waive this right.

\_\_\_ I hereby waive the right of access to this recommendation.

\_\_\_ I do not waive the right of access to this recommendation.

Date: \_\_\_\_\_ Applicant signature: \_\_\_\_\_

**TO THE WRITER OF THE RECOMMENDATION:** Please use this form OR attach a signed copy of this form to your letter of recommendation. (Please submit to Vickie by March 1st).

Signature: \_\_\_\_\_



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**2006 - 2007**

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