

Common Questions and Answers on NetIDs for non-UW Reading Committee members.

1.0 Who can see the status of Reading Committee approvals?

All those with access to approve PhD exams can see the status of the Reading Committees approval. Your students can see this through their login, students will receive an email notifying them of each person's approval and where to go to see who has and has not approved. Faculty through their login will be able to see who on the committee has approved.

2.0 Where are Reading Committee members logging in?

We have changed <https://grad.uw.edu/for-faculty-and-staff/mygrad-faculty-view/> to allow log in by anyone serving on a supervisory committee. This will allow all Faculty and Non-faculty members of a reading committee to access their committee service history. We have provided screenshots on page 2.

3.0 Why do Reading Committee members need a UW NetID to approve the Dissertation?

The University tries to recognize those who are supporting the education of graduate students. By giving those serving on Reading Committees a UW NetID we give some formal recognition to their service.

As these people will be given access to student information, we also want to ensure that this information is being acted on in a secure fashion.

4.0 How do non-UW employees get their UW NetID if they don't have one?

The Graduate School in partnership with UW-IT Identity and Access Management have created 2 ways for the UW NetID to be created.

- A. [Deferred Identity Verification](#), this process allows anyone to request a NetID be established for a person working with the UW.
- B. A service to request UW NetIDs will be available to you for non-faculty members of a committee. You will be able to initiate the request for a UW NetID from MyGrad, once the NetID is established we will be automatically notified and the NetID will appear on the committee members record.
- C. In either case you will receive an email when the person has established their NetID.

5.0 Can a NetID be created before the Reading Committee is known?

Yes, you will be able to initiate the NetID request process at anytime for a non-UW member of the committee. There is no need to wait until setting up the Reading Committee, it will just be required at this point.

6.0 How are non-UW employees going to get emails if they just have a NetID?

When establishing a NetID the person will be asked to identify the email address associated with the NetID. Emails sent to the person will be forwarded to the identified email address.

7.0 What if the person forgets their NetID or password?

Just like all students, staff, and faculty people with a sponsored NetID are able to use the “Forgot your password?” and account recovery options provided by Identity and Access Management.

8.0 Are these NetIDs going to cost my department?

No, NetIDs are free to you.

9.0 Why not use a secured document instead?

We are incorporating this approval step into the preexisting steps of approving your student to graduate. As we reviewed this process, we wanted to ensure the fewest screens and systems possible for you, your students, the faculty, and GEMS.

10.0 What if a committee member needs to be changed?

You will use the same process you always have. We are not changing the way you set-up and maintain committees, just what is required for a non-UW employee to be on the committee.

Faculty Interface Screenshots


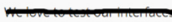


Committee List

Advisor and Committee Membership List

For Williamson-Lott, Joy

Dissertation Approval Needed








Student	Department	Exam Date	Dissertation Title
	Education - College of	02/28/2020	

Click here

All Committees

Below is your committee membership list. All doctoral committee roles appear on the list; master's committees and advisor roles appear only if the individual programs elected to enter the information into MyGrad. If you believe any information is inaccurate, please notify the students' graduate program or contact Graduate Enrollment Management Services at gems@uw.edu.

The roles and responsibilities for each Doctoral Supervisory Committee member may be found on the Graduate School website.

Student Name	Status	Committee Type	Department	Role	Reading Role	Start Date	End Date
	Active	Doctoral Supervisory Committee	Environmental & Forest Sciences - School of	Chair	Chair	01/15/2020	
	Active	Doctoral Supervisory Committee	Environmental & Forest Sciences - School of	Chair	Chair	01/14/2020	
	Active	Doctoral Supervisory Committee	Education - College of	Member	N/A	10/01/2018	
	Active	Doctoral Supervisory Committee	Education - College of	Member	N/A	03/09/2018	
	Active	Doctoral Supervisory Committee	Education - College of	Member	N/A	11/06/2017	
	Active	Doctoral Supervisory Committee	Education - College of	Member	N/A	05/25/2017	
	Active	Doctoral Supervisory Committee	Education - College of	Member	N/A	01/05/2017	

Committee Detail

For Williamson-Lott, Joy

Student Information



Name [REDACTED]
Email [REDACTED]
Current Status [REDACTED]
Last Enrolled [REDACTED]

Dissertation Approval

Dissertation Title: We love to test our interfaces

☐ I certify that I have examined the final copy of the above student's doctoral dissertation and have found that it is complete and satisfactory in all respects, and that any and all revisions required by the final examining committee have been made.

Approve

Check box, then
click approve

Exams and Outcome

Type	Date	Location	Outcome	Status
Doctoral	[REDACTED]	[REDACTED]	pass	[REDACTED]
Doctoral	02/28/2020 1:00 PM	Seattle		Final Exam Scheduled

Doctoral Supervisory Committee Members