Council of Graduate Coordinators and Staff (CGCS) Meeting

April 12, 2013
• Chancellor’s Fellows Research Poster Awardees
• 490 Research hours
• Grad Pending Files
• Graduate Catalogs- moving to web-based only
• S&T Strategic Lever
• Reminders
  – T/D deadlines
  – Idaho National Laboratory Thermo-Mechanical Modeler Internship Opportunity
  – Grad Commencement
• Upcoming Events
  – Grad Professional Development Workshop (April 26th)
Chancellor’s Fellows Research Poster Awardees

• The Chancellor’s Fellows Awards Banquet was held on Tuesday, April 2\textsuperscript{nd} in St. Pat’s Ballroom C
• There was one first place winner, two second place winners, and one honorable mention picked out of the 12 total participants in the poster session.
  • 1\textsuperscript{st} Place: Krista Limmer, Materials Science
  • 2\textsuperscript{nd} Place: Jaime George, Materials Science
  • 2\textsuperscript{nd} Place: Jordan Wilson, Environmental Engineering
  • Honorable mention: Grace Harper, Environmental Engineering
Chancellor’s Fellows Research Poster Awardees
490 Research Hours

Non-thesis students may not use 490 research on their plan of study.

From the Graduate Catalog:

“490 Research: Investigations of an advanced nature leading to the preparation of a thesis or dissertation.”
Graduate Pending File Reminders

A few notes...
Application File Processing

The file loads are getting pretty intense right now... thanks for all the work that goes into getting them out quickly.

A few reminders:

Atrack

• Atrack does have spellcheck built in...
• I rarely return files... I try to handle everything through email to save work... but if I do physically return a file please remember to track it back to me.
• It is absolutely critical that you change the completed/initiated dates to the current dates.
Action Sheet

- The action sheet needs to include a GPA
  - This can be as a numerical value, or as a class (e.g. First Class With Distinction)
  - If the student has a BS and an MS both GPAs should be included

- Any test scores need to be noted

- The action sheet MUST match the Atrack comments. The action sheet is a part of their permanent file.
  - This includes all conditions, etc.
Probationary Admits

- This is strictly for those with a GPA less than 3.0
- It cannot be used for anything else
- It should be used for students with a GPA less than 3.0 who are entering the MS through a CT program
Denials

• Students may contest an admission denial. So, please provide specific reason(s) for denial, as applicable.

• If they meet a criteria but are “borderline” please don’t use that as part of the reason for denial.
S&T Strategic Lever

• Engage in transformative doctoral student recruiting/retention and placement.

– Any ideas/suggestions, please email allada@mst.edu
Graduate Catalogs: Moving to Web-based only

In an effort to reduce costs, The Office of the Registrar is looking at possibly cutting out hard copies of the Graduate Catalog.

They are looking at a new web-based system—details to follow.

What do you think?
Announcements/Reminders

• Forms 2/7 and the final library copy of theses and dissertations are due no later than 4pm on Wednesday, April 17th.

• Those departments who require an MS Comprehensive Exam must submit Form 3 by Wednesday, April 17th.

• Graduate Commencement- May 17th

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<th>Friday, May 17</th>
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<td>6:00 PM</td>
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<td>Undergraduate Students in the following disciplines:</td>
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<td>• Applied Math</td>
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<td>• Biological Sciences</td>
<td>• Architectural Engineering</td>
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<td>• Business &amp; Management Systems</td>
<td>• Ceramic Engineering</td>
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<td>• Technical Communication</td>
<td>• Nuclear Engineering</td>
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<td>Graduate Students</td>
<td>• Petroleum Engineering</td>
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<td>• All disciplines</td>
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Upcoming Events

• The Role of Engineers in Public Policy Seminar, April 18th
  – Deadline to RSVP is Monday, April 15th- please encourage your students to respond if interested!

• Graduate Professional Development Workshop, April 26th

For a complete list of events, please visit our website:

http://grad.mst.edu/upcomingevents/
Open Items
Thanks for attending.

Next Meeting:
September 2013!!!

Meeting dates for next year will be emailed in August.