

Council of Graduate Coordinators and Staff (CGCS) Meeting

October 11th 2013

Agenda Items

- Grad Learning Outcomes (GLO) Update
- Successful PhD Movie Screening
- Upcoming Events
- Announcements/Reminders

GLO Update

- For SP13, we had 4 departments who had MS Thesis or PhD students who graduated but no rubrics were turned in.
- Others turned in rubrics but not for each research-based student who graduated.
- Several depts consistently turn in all rubrics- THANK YOU!
- We will be holding a GLO Rubrics Information & Training Session in January (see upcoming training opportunities) to work on/discuss the following:
 - The purpose of graduate learning outcomes and how they affect our campus
 - Tips on how to make the rubric process (from completion to submission) easier
 - How departments can use the information to their benefit
 - How would you like results provided to you?
 - Possible rubric revamp
 - Exchange of ideas amongst departments

Successful Events Hosted:

- Sept 13th: A free screening of The PhD Movie (108 students in attendance)
- Sept 18th: Senator Dan Brown- “Finding the Bigger Picture: Leadership, Policy, and Social Good” (54 students in attendance)
- October 1st: Learning to Use LaTeX (40 students in attendance- standing room only)

Upcoming Staff Training Opportunities

- **Staff Storm- Form Processing**
 - October 18th, 208 Norwood Hall
- **Staff Storm- A-track & Application File Processing**
 - November 15th, TBD
- **GLO Rubric Information & Training Session**
 - January 17th, Havener Center

Invitations to Follow!!!

Upcoming Events

Etiquette Dinner

Sunday, October 20th (contact: career@mst.edu)

T/D Formatting Presentation

Tuesday, October 22nd

Graduate Fair

Wednesday, October 23rd

Social Networking and the Graduate Student

Wednesday, October 23rd

GoinGlobal

Thursday, October 24th

Graduate Student/Family Halloween Party

Friday, October 25th

Business and International Etiquette

Tuesday, October 29th

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

<http://grad.mst.edu/upcomingevents/>

Announcements/Reminders

- New Grad Planners are here!!!
- Graduate Coordinators Manual- Coming Soon!!!
- Last day to submit a thesis/dissertation for technical editing is today!
- 6th Annual Graduate Fair- Wednesday, October 23rd 11am-2pm
 - If you have not turned in your participation forms, please do so.
- Last day Office of Graduate Studies will accept theses/dissertations for 1st format check for fall completion is Monday, November 4th
- Admission files- gradapp@mst.edu
- GLO- glo@mst.edu
- Chancellor's Fellows- mstcfgrad@mst.edu

Announcements/Reminders

- Reminder: At least one week prior to their defense, students must send their defense information to their Graduate Studies Specialist so they can send the announcement to the Graduate Faculty. Please remind your students of this.
- Alphabet Breakdown Between Graduate Studies Specialists:
 - A-H: Crystal Wilson
 - I-M: Sharon Matson
 - N-Z: Vicki Hudgins

Open Items

Thanks for attending.

Next Meeting:

November 8th 12pm 140 Toomey Hall