Council of Graduate Coordinators and Staff (CGCS) Meeting

February 19, 2009

Agenda

1. Graduate Catalog
2. Graduate Fair Spring 2010 Update
3. Stipend X Update
4. Graduate Learning Outcomes: Pilot Study
5. Graduate program admission requirements Update
6. Enrollment Update
7. Spring 2010 Graduation List Codes
8. Open Items

Graduate Catalog

- Graduate catalog revisions 2010-11

- Departments encouraged to submit revisions to Ashley Cree creeac@mst.edu asap.

- To print or not to print?

2010 Grad Fair Update

- Set for April 15 (Thursday) 11:00am-2:00pm; Need to setup the booth by 10:30am

- Havener Center Main Atrium

- Each graduate program requested to have a booth

- More logistical details will follow

Graduate Stipend X Update

- There is a realization that the graduate stipend needs to be increased, but the university simply cannot afford to do so in FY11.

- Stipend X will remain at the current level for academic year 2010-11.

Graduate Learning Outcomes: Pilot Study

- Engineering Management & Systems Engr.

- Civil, Architectural, Environmental Engr.

- Mechanical & Aerospace Engr.

- Electrical & Computer Engr.

Graduate Learning Outcomes

- Graduate Student Learning Outcomes workshop (tentative April, 2010)

Graduate Admission Requirements Update

- Thanks for all your input.

- Posted on grad.mst.edu website (under Prospective students tab)

Enrollment Update

- Please collect the pending application file report for your graduate program .

Pending Files

All numbers as of 2/15 for the respective year.

		Fall 2000	Fall 2006	Fall 2007	Fall 2008	Fall 2009	Fall 2010
Inquiries		5805	1366	1276	1475	1389	1115
Applications		1342	1166	1120	1300	1001	1055
	Pending	1059	666	661	906	438	550
	Withdrawn Apps	0	3	1	0	0	2
Admitted		210	322	298	228	319	292
	Cancelled Admits	0	0	2	0	2	0
	Denied	73	175	160	166	244	211

New Pending File Response Form

It is mission critical to process files promptly, and to document our success in swift processing.

Therefore, we need each department to return the pending file forms to us no later than one week from receipt to verify the status of each application.

Campus	MAIN			
Chklst Itm	RCVE			
ID	Last Name	Stat Dt	Status (Date of Action)	Comments:
11111111	Miner	2/11/2010		
22222222	Green	12/10/2009		
Status Key:				
OGS	Reviewed and sent to Graduate Studies for review			
DF	Dead File - please provide one of the following reason codes in the comment section			
NR	No response to an email sent at least 2 weeks ago			
E	Applicant emailed/phoned and indicated they will not be coming			
I	Application has been incomplete for 8 weeks or more			
O	Other - Please explain			
CR	Currently being reviewed and will be sent to OGS in the next week			

GRE® revised General Test launch in 2011!

- **More closely aligned** with the skills needed to succeed in graduate school

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GRE revised General Test

- From score scale changes to content changes, and more sent right to your inbox, you can signup at:

https://onyx.ets.org/735GRESignup.htm

Spring 2010 Graduate List Codes

Graduate Candidates for Graduation - SP2010			
A&E BIO			
Student Number	Name	Degree	Codes
11111111	Miner, Joe	MS	1,6
22222222	Smith, Bob	MS	9

Spring 2010 Graduate List Codes

M.S./M.E./PH.D./CERTIFICATES

1 = Form 1-A or 5-A

2 = Form 6 (Ph.D. comp exam report)

3 = Form 1 or 5

4 = Form 1059 (EOAC group)

5 = Y/I (Grade change form needed)

6 = Program of study not complete

7 = Substitution for Required Course (certificate or M.E.)

8 = Authorization to Change Graduate Certificate Requirement Term (Catalog Year)

9 = Meet April 7, 2010 deadline (oral defense and Library copy accepted in Graduate Office)

Thank you for attending.