Council of Graduate Coordinators and Staff (CGCS) Meeting

September 17, 2010
Agenda

• Graduate Enrollment Update
• Chancellor’s Fellows Welcome Reception & future plans
• Graduate Learning Outcomes Update
• Announcements
  – Oct 27 Graduate Fair @ Havener Center
  – Graduate forms, application to graduate
  – Safety Engineering Grad certificate approved
  – GradStaff Q&A sessions
• Open Items
GRADUATE ENROLLMENT
1680 is the highest graduate enrollment at Missouri S&T.

Thanks for all your hard work to make it happen.
## Graduate Enrollment

<table>
<thead>
<tr>
<th>Campus</th>
<th>FS04</th>
<th>FS05</th>
<th>FS06</th>
<th>FS07</th>
<th>FS08</th>
<th>FS09</th>
<th>FS10</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT</td>
<td>2</td>
<td>6</td>
<td>12</td>
<td>17</td>
<td>17</td>
<td>25</td>
<td>23</td>
</tr>
<tr>
<td>MS</td>
<td>476</td>
<td>481</td>
<td>527</td>
<td>552</td>
<td>505</td>
<td>570</td>
<td>663</td>
</tr>
<tr>
<td>PHD</td>
<td>370</td>
<td>357</td>
<td>338</td>
<td>331</td>
<td>345</td>
<td>400</td>
<td>438</td>
</tr>
<tr>
<td><strong>Campus Total</strong></td>
<td><strong>848</strong></td>
<td><strong>844</strong></td>
<td><strong>877</strong></td>
<td><strong>900</strong></td>
<td><strong>867</strong></td>
<td><strong>998</strong></td>
<td><strong>1124</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Distance</th>
<th>FS04</th>
<th>FS05</th>
<th>FS06</th>
<th>FS07</th>
<th>FS08</th>
<th>FS09</th>
<th>FS10</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT</td>
<td>50</td>
<td>125</td>
<td>198</td>
<td>238</td>
<td>307</td>
<td>320</td>
<td>268</td>
</tr>
<tr>
<td>MS</td>
<td>312</td>
<td>285</td>
<td>236</td>
<td>252</td>
<td>240</td>
<td>237</td>
<td>242</td>
</tr>
<tr>
<td>PHD</td>
<td>7</td>
<td>12</td>
<td>12</td>
<td>13</td>
<td>19</td>
<td>32</td>
<td>26</td>
</tr>
<tr>
<td><strong>Distance Total</strong></td>
<td><strong>369</strong></td>
<td><strong>422</strong></td>
<td><strong>446</strong></td>
<td><strong>503</strong></td>
<td><strong>566</strong></td>
<td><strong>589</strong></td>
<td><strong>536</strong></td>
</tr>
</tbody>
</table>

| Total Enrollment | 1217 | 1266 | 1323 | 1403 | 1433 | 1587 | 1660 |

Note: 20 non-degree students for FS10.
## FS10 Male to Female Ratios

<table>
<thead>
<tr>
<th></th>
<th>Campus Total</th>
<th>Female</th>
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<tbody>
<tr>
<td><strong>MS</strong></td>
<td>663</td>
<td>149 (22%)</td>
</tr>
<tr>
<td></td>
<td>Distance Total</td>
<td>242</td>
</tr>
<tr>
<td></td>
<td></td>
<td>36 (15%)</td>
</tr>
<tr>
<td><strong>PhD</strong></td>
<td>Campus Total</td>
<td>438</td>
</tr>
<tr>
<td></td>
<td></td>
<td>106 (24%)</td>
</tr>
<tr>
<td></td>
<td>Distance Total</td>
<td>26</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6 (23%)</td>
</tr>
</tbody>
</table>
CHANCELLOR’S FELLOWSHIP
Chancellor’s Fellows Welcome Reception 2010

We had 55 students and 7 graduate coordinators/staff in attendance.
CF – Future Plans

• We met with Dr. Peacher, Dr. Ma, Dr. McMillin and Dr. Dharani on July 28 to discuss the CF guidelines.

• We will be putting together an ad hoc committee to get opinions on how to enhance the effectiveness of CFs...specifically how to get more PhDs on the fellowship.
### Chancellor’s Fellows by Level

<table>
<thead>
<tr>
<th>Level</th>
<th># of Fellows</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS</td>
<td>55</td>
</tr>
<tr>
<td>PhD</td>
<td>41</td>
</tr>
<tr>
<td>Total</td>
<td>96</td>
</tr>
</tbody>
</table>

### Chancellor's Fellows by Gender

- **Male**: 84%
- **Female**: 16%
MISSOURI UNIVERSITY OF SCIENCE & TECHNOLOGY
APPLICATION FOR CHANCELLOR'S FELLOWSHIP

Student#: _____________________________
First Name: __________________________ Last Name: ______________________
Mailing Address: ___________________________________________________________
Program: ____________________________ Level (MS/PhD): ______
Starting Semester: ______________________
Are you a United States Citizen or a permanent resident of the United States?
(circle one) Yes  No
Level of Funding Offered by Department _________________________________

<table>
<thead>
<tr>
<th>College</th>
<th>Dates of Attendance</th>
<th>Degrees Earned (or to be earned)</th>
<th>Cumulative GPA (on 4 pt scale)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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</tr>
<tr>
<td>2.</td>
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</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Applicant's Signature: ___________________________ Date: __________
Graduate Coordinator/Dept Chair Signature:
______________________________ Date: __________

*Please provide dept rank at top of page.

Approved by Vice Provost for Graduate Studies:
________________________________________

**ATTACH  (1) Copy of transcripts from all colleges attended
(2) A copy of department action form
CF App - What to Attach

Copy of All Transcripts
GRADUATE LEARNING OUTCOMES
Dr. Ed Malone (malonee@mst.edu; x4625)
Associate Professor, Department of English and Technical Communication
GLO Project Coordinator, Office of Graduate Studies (x4141)
• HLC accreditation (what is it, etc.)

• Learning outcomes and assessment activities (what are they)

• GLO Project Timeline
  ◦ Creation of rubrics - by Sept. 30
  ◦ Implementation of rubrics - Fall 2010
  ◦ Data collection – Fall 2010
  ◦ Analysis of data – Spring 2011
  ◦ S&T report to HLC - June 2011
• Documents needed from departments by Sept. 30
  ◦ List of outcomes for each program
  ◦ Mapping of program outcomes to graduate outcomes (knowledge, critical thinking, effective communication, professional development)
  ◦ Mapping of program outcomes to assessment activities (e.g., thesis defense, comprehensive exam)
  ◦ Rubric for each assessment activity
Progress thus Far:

- Flash drives and information packets delivered to departments (18 of 18 depts.)
- Initial meetings held with departments (16 of 18)
- Rubrics received from departments (4 of 18)
- Departments in good shape to deliver documents soon (10 of 18)
Missouri S&T Graduate Fair

Many of you requested that the fair be moved to the fall to better facilitate recruitment for your departments. Therefore....

Missouri S&T Graduate Fair
October 27, 2010
11 am – 2 pm
Havener Center Atrium

You will receive your registration forms soon.
Please fill them out and send them back to Lauren costoplosl@mst.edu
Graduate Forms

• FS2010 Graduate Program Deadlines are located online at http://grad.mst.edu/currentstudents/index.html on the left. If you plan to graduate in December 2010, these deadlines apply. (SP2011 and SS2011 Deadlines will be uploaded to this page later this week)
• If you have not yet attended one of our Thesis/Dissertation Formatting Workshops you may view an archived webinar video of our last workshop at http://grad.mst.edu/currentstudents/ThesesDissertations.html (click on the first menu item)
• The two Advisors in our office are Roberta Cox (A-K) and Vicki Hudgins (L-Z).
DUE TO A LARGE VOLUME OF STUDENTS NEEDING ADVISING EACH DAY, THROUGHOUT THE DAY, PLEASE NOTE OUR NEW ADVISING HOURS.

Scheduled advising will be available from 9:30am - 11:00am daily. You will need to speak with Lauren at the front desk to schedule your appointment. If you are unable to make an appointment during this time frame, open advising (walk-ins) will be from 2:00pm-4:00pm daily.
Graduate Forms cont.

Application to Graduate
Safety Engineering Graduate Certificate Approved

• An email announcing the new certificate has been sent to all graduate students
• Information will soon be posted on the Office of Graduate Studies website.
GradStaff Q&A Lunch Series

• September 23, 2010
  – We will be discussing:
    • A-Track – how to use it
    • Application Processing
    • DARS – how to read them
    • Open Q&A

Lunch will be provided. If you would like to join us for this session email Elaine at lightbe@mst.edu.
GLO Forms Processing Luncheon Meeting

We will be discussing:

• How the newly implemented GLO rubrics will be handled within the departments.
• How the rubrics will be submitted to the Graduate Studies office.
• We are looking for suggestions/ideas from staff members.
• Roberta and Vicki from OGS will be present.

If you are interested in attending this meeting please email Lauren at costoplosl@mst.edu
Next Meeting

October 8, 2010
Thank you for attending.
Have a great weekend.