Council of Graduate Coordinators and Staff (CGCS) Meeting

January 20th 2012
Agenda

• Satisfactory Academic Progress (SAP) – Dept. of Edu. Financial Aid
• Technical Editing Services
• Graduate Catalog
• Graduate Admission Requirements
• Announcements:
• Open Items
Technical Editing Services

- Refer to the handouts provided by Elizabeth Roberson (emrt24@mst.edu).
Grad Catalog 2012-13 Revisions (Tentative Schedule)

- Feb. 15th First proof to academic departments
- March 5th First proof due back to Registrar’s Office
- April 10th Final proof to academic departments
- April 25th Final proof due back to Registrar’s Office
- June 14th Last Faculty Senate meeting in which curriculum changes for catalog will be approved
- June 14th Catalog changes due to curriculum approvals at June Fac Senate meeting due to Registrar’s Office
- July 1st Catalog goes to print
Dept. Admission Requirements

Each graduate program must turn in their admission requirements to the Office of Graduate Studies asap.
Announcements

Chancellor’s Fellows Poster Session: April 4\textsuperscript{th} 11am-1pm, Havener Atrium

Chancellor’s Fellows Awards Banquet: April 9\textsuperscript{th} 5pm-7pm, Location TBA
CGCS Input

Please provide your inputs/suggestions on S&T Research Capacity to us by noon January 23, 2012.

Email: allada@mst.edu
Open Items
Thanks for attending.

Next meetings:
• February 17\textsuperscript{th} 2012
• March 16\textsuperscript{th} 2012
• April 20\textsuperscript{th} 2012

Note: All meetings are from 12-1pm in 140 Toomey Hall