

Council of Graduate Coordinators and Staff (CGCS) Meeting

September 12, 2014

CGCS Agenda Items

September 12th, 2014

- Preliminary Numbers – Fall 2014
- iThenticate and Turnitin
- Slate
 - Department Requirements Needed
- English Proficiency Requirement
- Pending Files
- GRE Prospect Search Criteria
- Department Website Migration & Program Requirements
- Course renumbering issues
- “Resolution Regarding Graduate Scholars, Fellows, Trainees, and Assistants”-Council of Graduate Schools
- Graduate Resource Center/Graduate Learning Commons: Work in Progress
- Reminders/Announcements
 - Graduate Studies Specialist change
 - Nominations for research centered power introduction series
 - Editing Services Talk Request
- Recent & Upcoming Events
 - New Graduate Student Seminar
 - CF Welcome Reception
 - Graduate Council Meeting
 - 7th Annual Graduate Fair
 - Graduate Family Halloween Party

Fall 2014 Preliminary Numbers

Graduate Student Enrollment = 2,074

Note: Numbers are taken from second week data

iThenticate and Turnitin

- Content matching tool
- EdTech and Graduate Studies working together to host presentations in October
 - Faculty
 - Students

Slate

Moving Forward

What will I need from each department?

- Prospective student letters for GRE student purchase names and initial inquiry letter (2 needed)
- Department requirements to review a file

English Proficiency Requirement

TOEFL/IELTS not required		
United States	Gibraltar	Philippines
American Samoa	Grenada	Pitcairn
Anguilla	Guam	Puerto Rico
Antigua, Barbuda	Guyana	Saint Helena
Australia	Ireland	Saint Lucia
Bahamas	Jamaica	Saint Vincent, Grenadines
Barbados	Kenya	Seychelles
Belize	Kiribati	Sierra Leone
Bermuda	Lesotho	Singapore
Botswana	Liberia	Solomon Islands
British Indian Ocean Territories	Malawi	South Africa
Cameroon	Marshall Islands	Swaziland
Canada	Mauritius	Trinidad, Tobago
Cayman Islands	Micronesia, Federated States	Turks, Caicos Islands
Christmas Island	Montserrat	Uganda
Cook Islands	Namibia	United Kingdom
Dominica	Nevis, Saint Kitts	US Minor Outlying Islands
Falkland Islands/Malvinas	New Zealand	Virgin Islands, British
Fiji	Nigeria	Virgin Islands, US
Gambia	Norfolk Island	Zambia
Ghana	Northern Mariana Islands	Zimbabwe
	Palau	
This list is based on the Field-Listing Languages table in the World Factbook (2006).		

Pending Files

- Thank you for your efforts to keep pending file numbers down!
- Campus collaboration will be needed to make sure these numbers stay manageable

Purchasing GRE Names

-the department letter is important

GRE Search Options

Personal Information

- State of Personal Residence
- Gender
- Ethnic Background
- Citizenship Status

GRE Search Options

Geographic Information

- World Region
- State/Province
- Country/Postal Code

GRE Search Options

Educational/Employment History

- Current Education Level
- Undergrad Major
- Years of post-graduate full time work experience

GRE Search Options

GPA with GRE score band

- Overall UG GPA
- Undergrad GPA in major

GRE Search Options

Educational Objective/Intent

- Preferred region of graduate study
- Intended graduate major
- Planned date of enrollment
- Degree objective
- PT vs. FT study
- Preferred method of study

Website Migration

Please check your webpage content for admission requirements that may have been lost with the move.

eConnection

New tool for finding researchers

September 11, 2014 by [Peter Ehrhard](#)

Sponsored programs urges faculty to use the new ProQuest Community of Science (COS) program [PIVOT](#). PIVOT is a way to find and track personalized research opportunities and is a way to find collaborators on and off campus to build nationally competitive collaborations.

A PIVOT representative will provide introductory training sessions at three different times on Thursday, Sept. 25, in Room 105 Interdisciplinary Engineering Building. No advanced notice or reservation is required for the following times:

10-11 a.m. This session will be followed by a half-hour of instructor availability for one-on-one or questions and answers.

1-2 p.m. This session will also followed by a half-hour coaching session.

2:30-3:30 p.m. This last session will be aimed to assist chairs, directors and research staff in using PIVOT to assist others, but it is still open to all. This session will also followed by a half-hour coaching session.

You may attend any one of three sessions, though the morning sessions are most oriented to faculty needs. The room is a computer lab with only five desktop work stations, which will be offered on first-come first-served. These are meant to be practical, 'hands-on' introductions. Please bring your own laptop or other device that you would normally use to search for research funding.

Course Renumbering Issues

- Different departments have different 4 digit numbers for 493, Oral Examination:
 - AE, Chem, CivE, Env.E, Comp Sci, Eng Mgt, GeoE, Mech Eng, Physics, Nuc E, Min, Statistics: **converted 493 to 6040.**
 - Bio Sci, Bus, Cer E, ChemE, CompE, EE, Geol/Geophys, IST, Math, Met E, MS&E, PetE, SysE, and Tech Comm: **converted 493 to 5040.**
- There is an issue with courses numbered 331 not pulling into DARS correctly or pull into one exception. For instance, on a PhD program it pulls into Total Program hours but not into Total Course work. Courses are pulling into some exceptions but not in all, or the credit hours don't pull in.
- 401 has been mapped to 5001; which does not convert to a 400-level (6000-level) course and cannot be used for a 6000-level lecture course on a graduate program of study.
- Research for FS2014 is not pulling into all necessary areas of a DARS report without an adjustment to the exceptions. With the conversion all research became the number 5099. Some departments are using 6099. We have decided to added both numbers to all programs.
- Some 200-level courses were converted to 2000-level courses so they are now considered sophomore level courses. These courses cannot be allowed on a student's program of study. If the program was already approved, an exception can be made so the student can take it for graduate credit. A process has been created to address these issues.

“Resolution Regarding
Graduate Scholars, Fellows,
Trainees, and Assistants”
- Council of Graduate Schools

Graduate Resource Center

- Exploring the possibility of creating a GRC/GLC
- Research is ongoing
- We want your feedback!
- Please be watching for a survey

Welcome Amy!

- Crystal left in June
- Amy McMillen started 9/8/14
- Please be patient!

- Students with last names starting with A-K
- Advising by appointment: 9:30-11am
- Open Advising: 2-4pm

Nominations for research centered power introduction series

Editing Services Talk Request

Recent & Upcoming Events

- New Graduate Student Seminar
 - Sept. 10th, 5-8pm, Havener, St. Pat's
 - 75 new graduate students in attendance
- CF Welcome Reception
 - Sept. 17th, 12-1pm, Havener, St. Pat's B
- Graduate Council Meeting
 - Sept. 24th, 12-1pm, 140 Toomey Hall
- 7th Annual Graduate Fair
 - Oct. 1st, 11am-2pm, Havener Center Atrium
- Graduate Family Halloween Party
 - Oct. 31st, 11am-2pm

For a complete list of upcoming events, including all of our Graduate Education Month events, please visit:

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

Open Items

Thanks for attending!

**Next Month's Meeting is:
Friday, October 10th, 2014**