

# Council of Graduate Coordinators and Staff (CGCS)

January 27, 2017



# CGCS Agenda- January 27, 2017

- English Proficiency Requirement passed by Graduate Council
- SP17 Graduate Enrollment and FS17 Pending Files
- Chancellor's Distinguished Fellowship Update
- Experience S&T and VIP Experience S&T update.
- Doctoral Student Recruitment Grants Proposal Update
- Graduate Funding Update
- Creation of Graduate Coordinators Manual discussion
- Recruitment Marketing Templates
- Council of Graduate Schools Report
- Reminders/Upcoming Events

# English Proficiency Requirement passed by Graduate Council

- > Admission of International Graduate Students
  - International graduate students must follow Missouri University of Science and Technology admission processes for international students as outlined below:
    - > Demonstrate sufficient command of English to successfully pursue work at Missouri University of Science and Technology. Campus minimum for TOEFL score is 79 (internet-based scoring) and IELTS score of 6.5. Departments may have additional score requirements. Students may also submit proof of successful completion of a Commission on English Language Program Accreditation (CEA) recognized English as a Second Language (ESL) program.

# SP17 Graduate Enrollment and FS17 Pending Files

## > SP17 Graduate Enrollment:

- Doctoral enrollment up ↑

> Spring 2016 (4<sup>th</sup> week): 585      Spring 2017 (1<sup>st</sup> week): 625

- Master's enrollment down ↓

> Spring 2016 (4<sup>th</sup> week): 1310      Spring 2017 (1<sup>st</sup> week): 1160

– On Campus:	593	- On Campus:	505
– Distance:	717	- Distance:	655
– International:	448	- International:	354
– Domestic:	862	- Domestic:	806

## > Pending Files:

- 99 Pending applications in Slate with departments that are older than 1/16/17
- 17 of the 99 are SP17 applications
- Grad Studies will once again start sending pending file update requests bi-weekly.

# Chancellor's Distinguished Fellowship Update

- > Chancellor's Distinguished Fellowship (CDF) awards are to recognize and recruit highly-competitive new full-time domestic graduate students who are pursuing a doctoral program at Missouri S&T, and support them so they may finish their degree in a timely manner.

Eight new CDF awards will be given annually. Of the eight awards, up to four will be for underrepresented minorities and female students to help reach the benefit of educational diversity at Missouri S&T.

## > BENEFITS

- \$10,000 annual fellowship support for up to five years.
- Dedicated fees support (information technology fee, activity facility fee, health services fee).
- CDF recipients will be provided with professional development opportunities

## > ELIGIBILITY

- Newly admitted to a doctoral program at Missouri S&T.
- Commitment of 50% FTE Graduate Research Assistantship, Graduate Teaching Assistantship, or Graduate Assistantship provided from the academic department or faculty (which includes full tuition and supplemental fees remittance from the campus).
- Be a U.S. Citizen, Permanent Resident, or U.S. National.
- Minimum 3.5/4.0 CGPA (undergrad or master's) upon application.
- Nominated for CDF by an academic department at Missouri S&T.

## > Nominations due by February 15, 2017

> Only 5 applications received so far.

> Nominate here: [http://mst.qualtrics.com/jfe/form/SV\\_6gkPix30kA9z3qR](http://mst.qualtrics.com/jfe/form/SV_6gkPix30kA9z3qR)



# Experience S&T and VIP Experience S&T update

- > Funded doctoral visit program (1:1 departmental match)
- > More info here:  
[http://grad.mst.edu/futurestudents/funding/experience\\_st/](http://grad.mst.edu/futurestudents/funding/experience_st/)
- > 4 students visiting today
- > 4 students coming in the next month

# Doctoral Student Recruitment Grants Proposal Update

## GRANT DESCRIPTION

### > TRACK I

- Recruitment of highly competitive underrepresented minority doctoral students (African American, Hispanic, Native American, Pacific Islanders) and/or female doctoral students

### > TRACK II

- General recruitment of highly competitive doctoral students

- > Applications must be electronically submitted by **February 3, 2017**. Deadline extended based on several requests from faculty.
- > Departments must provide 1:1 matching funds for any approved grants.
- > \$5,000 maximum award for a single departmental proposal. \$8,000 maximum award for a proposal involving two or more departments.

# Graduate Funding Update

550 total graduate students received funding in FS 2016

- > 407 Doctoral students received funding
  - 70 received “6/9 rule” remittance for a 25%-37.4% FTE
  - 337 received 100% tuition and supplemental fee remittance for a 37.5%+ FTE
- > 143 Master’s students received funding
  - 135 received “6/9 rule” remittance for a 25%-37.4% FTE
  - 8 received 100% tuition and supplemental fee remittance for a 37.5%+ FTE



# Creation of Graduate Coordinators Manual Discussion

- > Is there a need for a Graduate Coordinator's Manual?
- > If so, what are main topics that should be covered?
- > How can we share best practices, etc....
  
- > Volunteers needed to create manual in conjunction with Graduate Council

# Recruitment Marketing Templates

## THIS SPACE IS RESERVED FOR THE PROGRAM NAME

### Top 5 things to know

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### Grants and funding awards

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### Notable faculty



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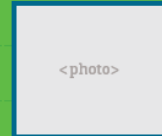


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### Alumni spotlight



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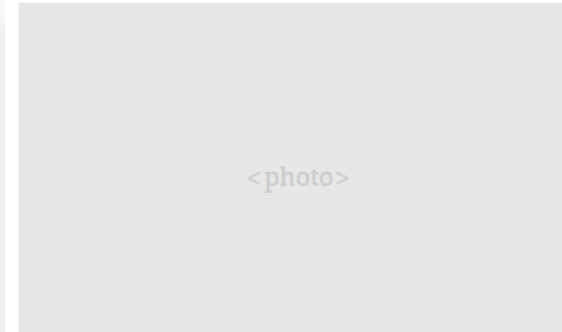
**\$70,700**  
STARTING SALARY FOR  
MASTERS STUDENTS

**\$89,900**  
STARTING SALARY FOR  
PH.D. STUDENTS

**??:1** STUDENT TO  
FACULTY RATIO

**???** AVERAGE TTD  
(TIME TO DEGREE)

**???** CREDIT HOURS  
NEEDED



## THIS SPACE IS RESERVED FOR THE PROGRAM NAME

### Grants and funding awards

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STARTING SALARY FOR  
MASTERS STUDENTS

**\$89,900** FOR PH.D.  
STUDENTS

STUDENT TO FACULTY  
RATIO **??:1**

**? YRS** AVERAGE TTD  
(TIME TO DEGREE)  
CREDIT HOURS  
NEEDED **???**

- > Working with Marketing department to create quick sheets for each department for recruiting purposes
- > Departments can customize to different needs and audiences

# Recruitment: Additional Resources

- > ~7,000 GRE Names purchased 1/27
  - Will be sorted by department and sent Monday for your use in recruitment efforts

# Council of Graduate Schools Report

- > The Council of Graduate Schools (CGS) report has been sent to the Provost and Chancellor.
- > It will be shared from the Provost's Office with campus next week.

# Recent Student Programs/Events

- > New Graduate Student Orientation
  - Planned for day-long event on Friday, 1/13/17; rescheduled to Wednesday night, 1/18/17 with compressed schedule
  - 24 speakers from campus on a variety of topics:
    - > Advising, funding, library resources, technical editing, COER, counseling, student health, Council of Graduate Students, IT, RSS IT, Ed Tech, Diversity and Inclusion, academic dishonesty, student grievances, GRA/GTA/GA responsibilities, Registrar, Tech Transfer, Plagiarism, Environmental Health and Safety, Campus Police
  - 58 new graduate students in attendance
- > Thesis/Dissertation Boot Camp held 1/9-1/12 with 15 students in attendance
- > Meet the Editor seminar held 1/18 with 29 students in attendance
- > Writing Workshop #1: Style held 1/23 with 28 students in attendance

# Upcoming Student Events

- > Ask a Librarian
  - Monday, Jan. 30, 12-1pm, Library 203
- > Learning about LaTeX
  - Wednesday, Feb. 8, 12-1pm, Toomey 249
- > Writing Workshop #2: Grammar
  - Monday, Feb. 15, 12-1pm, Library 202
- > Graduate Fellows Poster Session
  - Monday, Feb. 27, 9am-3:30pm, St. Pat's A&B Havener Center
- > Mini Thesis/Dissertation Boot Camp
  - Thursday & Friday, March 2 & 3, 9am-4pm, Havener Center
- > Write-In
  - Saturday, March 4, 1-4pm, Library 202
- > Formatting your Thesis/Dissertation
  - Wednesday, March 8, 10am-12pm, St. Pat's A, Havener
- > Formatting in MS Word
  - Wednesday, March 22, 12-1pm, Library 202

# Deadlines

## > February 10

- Form 1A
- Form 5A

## > February 13

- Application for Graduation
- Graduate Certificate Application for Completion

## > March 10

- Form 1B
- Last day to submit thesis/dissertation for technical editing
- Last day to notify Grad Studies if student will/will not be meeting April 5 deadline to submit the final copy of thesis/dissertation and form 2/7.

Thanks For Attending!  
**NO FEBRUARY MEETING**

Next Meeting  
Friday March 10<sup>th</sup> 12:00pm  
140 Toomey Hall

