

CGCS Agenda

- > Update on Thesis/Dissertation Specs
- > Thesis/Dissertation Format Checks
- > Reminder - Comprehensive Exam wording in Grad Catalog
- > Chancellor's Distinguished Fellowship – nominations due Feb. 15
- > Summer Graduate Research Fellowship – details will be communicated via email around January 22nd
- > Doctoral Student Recruitment Grants Awardees
- > New Graduate Student Orientation – Jan. 12, 2018
- > Upcoming events and deadlines

Update on Thesis/Dissertation Specs

- > Revision of Thesis/Dissertation Specs
 - Revisions were voted on and passed at the November Graduate Faculty meeting
 - Revisions uploaded to website and implemented January 2018
 - Still working on examples and templates

Thesis/Dissertation Format Check Numbers

- > 76 Theses/Dissertations have been format checked for Fall 2017
- > Several students were removed from the Fall 17 graduation list – so influx expected for Spring 18

Reminder-Change to Comp Exam wording in Grad Catalog

- > This change will become effective for doctoral students who have an admit term beginning Fall 2018:
 - ...the student's advisory committee [is authorized] to administer a comprehensive examination after the student has completed at least 50% of the coursework required for a doctoral degree, as listed on the student's approved program of study (Forms 5 and 5-A)...
 - ...The format of the comprehensive examination may be either **written or oral, or both**. With the approval of the student's advisory committee, the examination may be administered by the candidate's department, but the final judgment of the candidate's performance will be left to the advisory committee....

Chancellor's Distinguished Fellowship (CDF)

- > Department Chairs and Faculty Coordinators can begin nominating prospective doctoral students on Dec. 1
- > Nomination window closes February 15, 2018
- > 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.
- > Can nominate prospective doctoral students starting:
 - Spring 2018 (CDF would go into effect starting SS18)
 - Summer 2018
 - Fall 2018



CDF Eligibility

- > Newly admitted to a doctoral program at Missouri S&T.
- > Commitment of 50% FTE GRA/GTA/GA 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.

CDF Nomination Process

- > Doctoral applicant applies for admission through Slate (no separate CDF application necessary from student).
- > Academic Program admits doctoral student with 50% FTE GRA/GTA/GA appointment.
- > Academic Department (department chair of designee) fills out nomination form to nominate up to six newly admitted domestic doctoral students.
 - The nomination form should be submitted by **February 15**.
- > **Selection Committee reviews applications.**
 - All the application materials for admission for applicants nominated by the department, along with academic department doctoral enrollment trends, demographic data, and additional information contributing to a holistic review of all applications will be considered.
- > Selection Committee makes award decisions by **early March**.
- > Student and academic department notified of award by **mid-March**.
- > Student accepts or declines CDF award by **April 15**; academic department notified of response.

CDF Information

- > Nomination form, FAQs, expectations and guidelines, and more information can be found online at:
 - http://grad.mst.edu/futurestudents/funding/cd_fellowship/

Summer Graduate Research Fellowships

- > The Summer Graduate Research Fellowship (SGRF) is a competitive, campus-wide award designed to promote graduate student research excellence at Missouri S&T.
- > Fellowships are designed to support theses/dissertations and scholarly works for timely completion of a graduate degree.
- > 4 fellowships will be awarded (2 for Master's students, 2 for doctoral students) with the intention of awarding the following:
 - **1 Doctoral and 1 Master's in Area 1:** Mechanical Engineering, Aerospace Engineering, Manufacturing Engineering, Civil Engineering, Environmental Engineering, Systems Engineering, Electrical Engineering, Computer Engineering, Petroleum Engineering, Geological Engineering, Mining Engineering, Nuclear Engineering, Explosives Engineering, Materials Science and Engineering, Ceramic Engineering, Metallurgical Engineering, Chemical Engineering
 - **1 Doctoral and 1 Master's in Area 2:** Business Administration, Information Science and Technology, Engineering Management, Geology and Geophysics, Geotechnics, Computer Science, Physics, Chemistry, Applied and Environmental Biology, Mathematics, Technical Communication, Industrial-Organizational Psychology



Summer Graduate Research Fellowships

> Eligibility:

- Must be a degree-seeking graduate student.
- Must be registered full-time (9 credit hours) in the spring semester prior to the Summer Graduate Research Fellowship.
- For Doctoral Students:
 - > Must have taken and passed the qualifying exam but not yet have taken the comprehensive exam.
- For Master's Students:
 - > Must be a thesis student and have completed at least 18 graduate credit hours and have submitted the form 1 (plan of study) to the Office of Graduate Studies.
- All research proposals must align with thesis or dissertation projects. **Students can receive the SGRF only once for a given degree program.** If a student graduates after receiving a Research Fellowship and returns to Missouri S&T to complete another degree, he or she may be eligible for another Summer Graduate Research Fellowship in their new degree. [The Summer Graduate Research Fellowship is awarded for \\$1500.](#)
- Students on GRA, GTA, or GA FTE appointment, internship or co-op, or external support **ARE ELIGIBLE** to apply for the SGRF.



Summer Graduate Research Fellowships

APPLICATION / NOMINATION PROCEDURE:

- > **Application** containing student name, program/department, advisor name, student email address, advisor email address, and phone number.
- > **Research Project Proposal:** Maximum 4 pages double-spaced, with no less than 1" margins and 11 pt font. The Research Project Proposal should contain the following sections:
 - Research objectives of intended summer research.
 - Research project description that includes intellectual merit and broader impacts.
 - Goals and deliverables for the project (such as conference presentation or journal publication).
- > **Curriculum Vitae** (maximum of 2 pages).

Summer Graduate Research Fellowships

TIMETABLE AND WORKFLOW:

- > Students are to apply by February 15, 2018.
- > Academic departments are notified of the student applications from their programs on February 16, 2018.
- > Academic departments are required to evaluate their student applications and send ONE nomination to the Office of Graduate Studies (gradfellowships@mst.edu) by March 1, 2018.
- > Selection committee will review and make selections by March 20, 2018.
 - Selection of awardees will be based on strength of research project proposal, intellectual merit, broader impact, student academic preparation, and research project intended outcomes.
- > Funds are paid out to the student account by June 1, MISSOURI 2018.



2018 Doctoral Student Recruitment Grants

- > Awarded 3 Recruitment Grants:
 - PI: Dr. V.A. Samaranayake, Mathematics, Track II
 - PI: Dr. Chang-Soo Kim, Electrical and Computer Engineering, Track II
 - PI: Dr. Robert Landers, Mechanical and Aerospace Engineering, Track II
- > Congratulations Drs. Samaranayake, Kim, Landers!

New Graduate Student Orientation

- > Spring 2018 New Graduate Student Orientation:
 - Friday, January 12, 8:30am-3:00pm, Hasselmann Alumni House

- > Day-long orientation for new graduate students to learn about resources available at S&T
 - Getting to know one another
 - Diversity and Inclusion Talk
 - Funding and Advising
 - Library resources
 - Technical editing
 - CPT/OPT and careers
 - Plagiarism, academic dishonesty, student grievances
 - IT and Educational Technology
 - Counseling, Disability Support and Student Wellness and Student Health
 - Campus tour/scavenger hunt
 - Registrar's
 - Campus Police
 - Environmental Health and Safety
 - Tech Transfer
 - Rolla Chamber of Commerce
 - Graduate Studies services



Spring 2018 Recent and Upcoming Events

January

- **New Graduate Student Orientation**
Fri., Jan. 12, 8:30am-4pm
Hasselmann Alumni House
- **Meet the Editor**
Wed., Jan 17, 12-1pm
208 Norwood
- **How to Submit a Conference Proposal**
Mon., Jan 22, 12-1pm
305 Norwood
- **GRE Test Prep Workshop**
Mon., Jan. 22, 6pm-9pm
208 Norwood
- **Learning about LaTeX**
Thurs., Jan 25, 12-1pm
126 Schrenk
- **Thesis/Dissertation Boot Camp**
M-F, Jan 29-Feb 2, 8am-4pm
Havener Center
Registration Required

More events online!
grad.mst.edu/events

February

- **Creating a Presentation**
Mon, Feb. 5, 12-1pm
305 Norwood
- **Writing Workshop: Parts of Speech**
Fri., Feb. 9, 12-1pm
208 Norwood
Registration Required
- **Learning about EndNote**
Wed., Feb. 14, 12-1pm
Library Computer Lab
- **MBTI**
Thurs., Feb 15, 12:30-1:30pm
208 Norwood
Registration Required
- **Write-In**
Fri., Feb 23, 9am-12pm
203 Library
- **Graduate Fellows Poster Session**
Mon., Feb. 26, 9am-3pm
St. Pat's A&B, Havener
- **Formatting your Thesis/Dissertation**
Wed., Feb 28, 12-1pm
Meramec-Gasconade, Havener

Spring 2018 Events

March

- **Mini Thesis/Dissertation Boot Camp**
Fri., March 2, 9am-4pm
140 Toomey
Registration Required
- **Learning about iThenticate**
Mon., March 5
206 Comp Sci
- **Writing a Letter of Intent**
Mon., March 12, 12-1pm
305 Norwood
- **Writing Workshop: Style**
Wed., March 21, 12-1pm
208 Norwood Hall
Registration Required

April

- **Writing Workshop: Grammar**
Wed., Apr. 11, 12-1pm
208 Norwood
Registration Required
- **Submitting your Thesis/Dissertation to Scholars Mine**
Thurs., Apr. 19, 12-1pm
Location TBD
- **Writing Professional Emails**
Mon., Apr. 23, 12-1pm
305 Norwood
- **Proofreading with Grammarly**
Wed., Apr. 25, 12-1pm
140 Toomey

May

- **Stress Relief**
Thurs., May 10, 1-3pm
Norwood Ground Floor
- **Writing Workshop: Punctuation**
Wed., May 16, 12-1pm
208 Norwood
Registration Required.
- **Write-In**
Wed., May 23, 9am-12pm
203 Library

More events online!
grad.mst.edu/events

Upcoming Deadlines

- > February 9
 - Form 1A
 - Form 5A

- > February 12
 - Application for Graduation
 - Graduate Certificate Application for Completion

Thanks for attending!

Next meeting:
February 16th, 2018
1-2pm
140 Toomey Hall

