

**Council of Graduate
Coordinators and Staff
October 13, 2017**



CGCS Agenda

- > T/D Specs
- > Enrollment Update
- > Degrees Awarded
- > Fall Recruiting Schedule
- > Recruitment Update
- > 3MT
- > What about Grad School?
- > Graduate Family Halloween Party
- > New Graduate Student Orientation (January)
- > Upcoming events

Revision of S&T Thesis/Dissertation Specifications

- > Last revision – July, 16, 2009
- > Since the last revision S&T has implemented an electronic submission process for theses/dissertations that do not have an indefinite hold
- > Publication Option – journal specs vs S&T specs
- > LaTeX class templates were created for standard as well as publication option and piloted this year
- > The majority of the current specifications are in paragraph form and include examples

Revision of S&T Thesis/Dissertation Specifications

- > New specifications will include three major sections:
 1. Document preparation (preface, how to write, what to include, copyright information, etc.)
 2. General formatting requirements (margins, spacing, headings, etc.)
 3. Page by page formatting (title page, abstract, acknowledgments, etc.)
- > Examples will be available on our website for students to view

Revision of S&T Thesis/Dissertation Specifications

- > Specifications being reviewed by the Library staff, Technical Editor in OGS, and LaTeX Specialist
- > To be presented to Graduate Council November 1 and Graduate Faculty November 27
 - If passed the new specifications will be implemented January, 2018
- > Draft of proposed specifications can be found at:
<http://grad.mst.edu/cgcs/>

Enrollment Update

- > Total Grad Enrolled (4th Week Census):
 - FS16: 1,929 → FS17: **1,964** (1.8% increase overall)
- > PhD Enrollment:
 - FS16: 624 → FS17: **689**
 - > International:
 - FS16: 427 → FS17: **465**
 - > Domestic:
 - FS16: 197 → FS17: **224**
- > Master's Enrollment:
 - FS16: 1,305 → FS17: **1,275**
 - > International:
 - FS16: 417 → FS17: **347**
 - > Domestic:
 - FS16: 888 → FS17: **928**
 - > Off Campus:
 - FS16: 727 → FS17: **761**
 - > On-Campus:
 - FS16: 578 → FS17: **514**

FS07: 344 PhD students
FS17: 689 PhD students
100% increase
in 10 years

Degrees Awarded Summer Session

	SS 2016	SS 2017
Certificates	29	30
MBA	1	2
ME	7	3
MST	0	0
MS	67	63
PhD	20	31
DE	0	0
TOTAL	124	129



Recruiting Update

Already attended:

- > 8/11 - ORAU
 - SEMO, SIU-Carbondale
- > 8/11 - MO Louis Stokes Alliance for Minority Participation
- > 9/6 Arkansas Technical University
- > 9/11 University of Mississippi
 - Memphis University
 - Christian Brothers University
- > 9/13 University of Arkansas
 - Missouri Southern State University
 - Southwestern Baptist University
- > 9/19 Oklahoma State University
- > 9/20 University of Kansas
 - UMKC
 - William Jewell
- > 9/25 Big Ten Expo @ Purdue
- > 9/25 Rose-Hulman
- > 9/26 Indiana University – Bloomington
- > 9/27 Saint Louis University
- > 9/27 Truman State University

- > 10/4-10/5 SIU-Edwardsville
- > 10/5 Culver-Stockton College
- > 10/5 College of the Ozarks
 - Missouri State Coop Eng. Program
 - Drury University
- > 10/11 AUCC (Spellman, Morehouse, Clark-Atlanta)
 - Tuskegee
 - Alabama A&M
- > 10/13 Tau Beta Pi
 - University of Detroit – Mercy

Coming Up:

- > 10/17 Northern Illinois University
- > 10/18 University of Illinois
- > 10/20 Valparaiso
 - University of Kentucky
 - Tennessee Tech
- > 10/26-10/27 SWE
 - UT Austin
- > 11/3-11/4 SHPE
 - Missouri Western



Recruiting Update

> Slate Refresh

- Oct. 2 & 3

- > Offered to Graduate Coordinators and Graduate Staff (and any others interested)

- > Reviewed Slate functions, processes, and potential services

> GEM GRAD Lab

- Friday & Saturday, Sept. 29-30

- What is a GRAD Lab?

- > GRAD Lab encourages young people of color to consider graduate engineering or science education and applying for the GEM fellowship.

- > Included tours to Chem Eng, Civil/Env. Eng, and Manufacturing Eng.

- > Topics covered at the GRAD Lab include:

- Why Graduate School?

- How to Apply for Graduate School

- How to Fund Graduate School

- Voices from the Field

- 50+ students in attendance from KU, Mizzou, Univ. of Ark, Univ. of Iowa, and S&T



AN 80,000 WORD THESIS
WOULD TAKE 9 HOURS
TO PRESENT.

THEIR TIME LIMIT... 3 MINUTES.

THREE MINUTE THESIS COMPETITION

PRELIMINARY ROUNDS

TUESDAY, OCTOBER 17

1PM

HAVENER CENTER

SEMI-FINAL ROUNDS

TUESDAY, OCTOBER 17

2:30PM

HAVENER CENTER

FINAL ROUND

THURSDAY, OCTOBER 19

4:00PM

MISSOURI-OZARK
HAVENER CENTER



Learn more at
[grad.mst.edu/events/
3mt/](http://grad.mst.edu/events/3mt/)



The Three Minute Thesis (3MT[®]) is an academic competition developed by The University of Queensland (UQ), Australia for research students.

What about Grad School?

- > Informing S&T undergrads about the benefits of attending grad school
- > How to navigate graduate school applications, funding, etc.
- > Panel format – need faculty help!
 - Monday, Oct. 23, 12pm
 - Tuesday, Oct. 24, 12pm
 - > Honors Academy and OURE student exclusive
 - Thursday, Oct. 26, 12pm
 - All held in 305/307 Norwood Hall



Graduate Family Halloween Party

You're Invited

Host a table!

Graduate Family Halloween Party

Friday, October 27, 2017

1pm-3pm

The Puck and Toomey Lawn



[Click here](#) for more information and to register to host a table.

All registrations must be received by Friday, October 13, 2017

Hosted by the Office of Graduate Studies

grad@mst.edu

MISSOURI
S&T

Spring 2018 New Graduate Student Orientation

- > Friday, January 12, 2018
- > Hasselmann Alumni House

- > Will consistently be held on the Friday before classes begin!

Events

- > Three Minute Thesis (3MT)
 - Preliminary and Semi-Final Rounds:
 - > Tuesday, Oct. 17, 1pm-3:30pm, Havener Center
 - Final Round:
 - > Wednesday, Oct. 19, 4pm, Havener Center
- > What about Grad School?
 - Tuesday, Oct. 24 (Honors Academy and OURE)
 - Wednesday, Oct. 25 (all students)
 - Thursday, Oct. 26 (all students)
 - 12pm-1pm each day, 305 Norwood Hall
- > Spring 2018 New Graduate Student Orientation
 - Friday, January 12, 2018
 - Hasselmann Alumni House
- > More events: grad.mst.edu/events/

October Events

- > **How to do a Literature Review**
Tuesday, October 3
6:00PM-7:00PM
Library 103
- > **Write-In**
Wednesday, October 4
10:00AM-1:00PM
Library 203
- > **EndNote Basics**
Tuesday, October 10
6:00PM-7:00PM
Library 103
- > **Mendeley Basics**
Tuesday, October 17
6:00PM-7:00PM
Library 103
- > **Formatting in MS Word**
Wednesday, October 18
Noon-1:00PM
HSS Building, 102
- > **Scholarly Publications**
Wednesday, October 18
6:00PM-7:00PM
Library 103
- > **Myers Briggs Type Indicator (MBTI)**
Thursday, October 19
Noon-1:00PM
Location TBD
- > **Academic Writing Skills for ESL Graduate Students**
Friday, October 20
Noon-1:00PM
Location TBD
- > **GRE Test Prep Workshop**
Monday, October 23
6:00PM-9:00PM
Norwood 208
- > **Formatting and Submitting Your Thesis/Dissertation**
Wednesday, October 25
10:00AM-Noon
Meramec/Gasconade, Havener Center
- > **Graduate Family Halloween Party**
Friday, October 27
1:00PM-4:00PM
The Puck and Lawn

November Events

- > **Proofreading with Grammarly**
Wednesday, November 1
Noon-1:00PM
Hss 202
- > **Values, Morals, and Ethics**
Thursday, November 2
Noon-1:00PM
Como Sci 202
- > **Creating a CV**
Monday, November 6
Noon-1:00PM
Norwood 305
- > **Bridging the Communication Gap**
Thursday, November 9
Noon-1:00PM
Comp Sci 202
- > **Writing Workshop: Parts of Speech**
Wednesday, November 15
Noon-1PM
Centennial 103
- > **Values, Morals, and Ethics**
Thursday, November 16
Noon-1:00PM
Comp Sci 202
- > **Learning About iThenticate**
Wednesday, November 29
2:00PM-3:00PM
BCH 125

Thanks for attending!

Next meeting:

November 10, 2017 1-2pm

140 Toomey Hall

