

**Council of Graduate
Coordinators and Staff
September 8, 2017**



CGCS Agenda

- > Enrollment Update
- > T/D Boot Camp
- > Technical Editing
- > Forms
- > Staff storm update
- > 3MT
- > GEM GRAD Lab
- > What about Grad School?
- > New Graduate Student Orientation
- > Slate Refresh
- > Fall recruiting schedule
- > YouVisit Virtual Tour
- > Upcoming events
- > New Structure

Graduate Enrollment

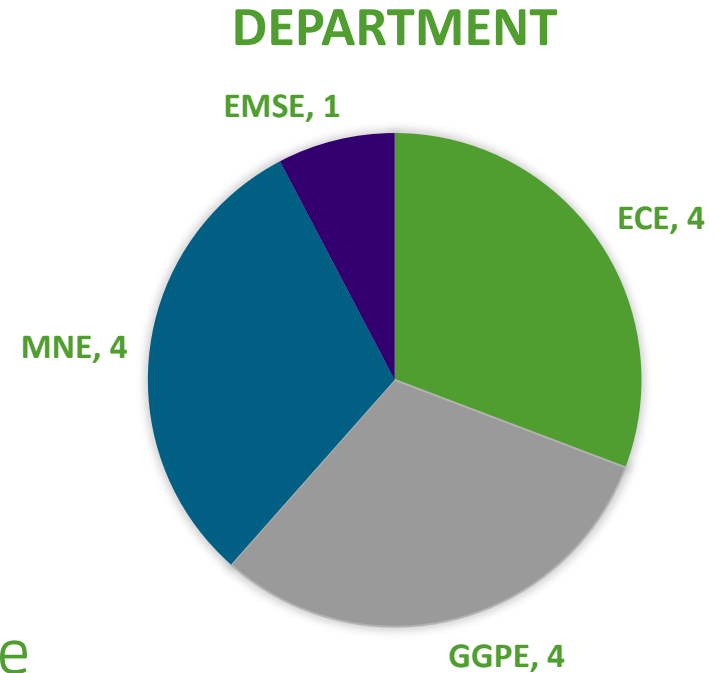
- > 1915 total grad students (2nd week*) (1929 FS 16 census)
 - 686 PhD (624 FS 16)
 - > 255 Domestic (236)
 - > 652 On-Campus (590)
 - 431 International (388)
 - 34 Distance (34)
 - 1229 MS (1244 FS 16)
 - > 898 Domestic (902)
 - > 512 On-Campus (578)
 - 331 International (403)
 - 717 Distance (727)
 - 1164 On-Campus (1168 FS 16)
 - 751 Distance (761 FS 16)
 - 1153 Domestic (1138)
 - 762 International (791)
- > New Graduate Students: 482 (417 as of 2nd week FS 2016)

* 2nd week, unofficial numbers



Thesis & Dissertation Boot Camp

- 13 students attended
- 5 Master's, 8 PhD
- 71 Net Promoter Score
- 100% of respondents were satisfied with their experience



Summer 2017 Editing Statistics

42 editing requests

850 pages edited

9 academic departments

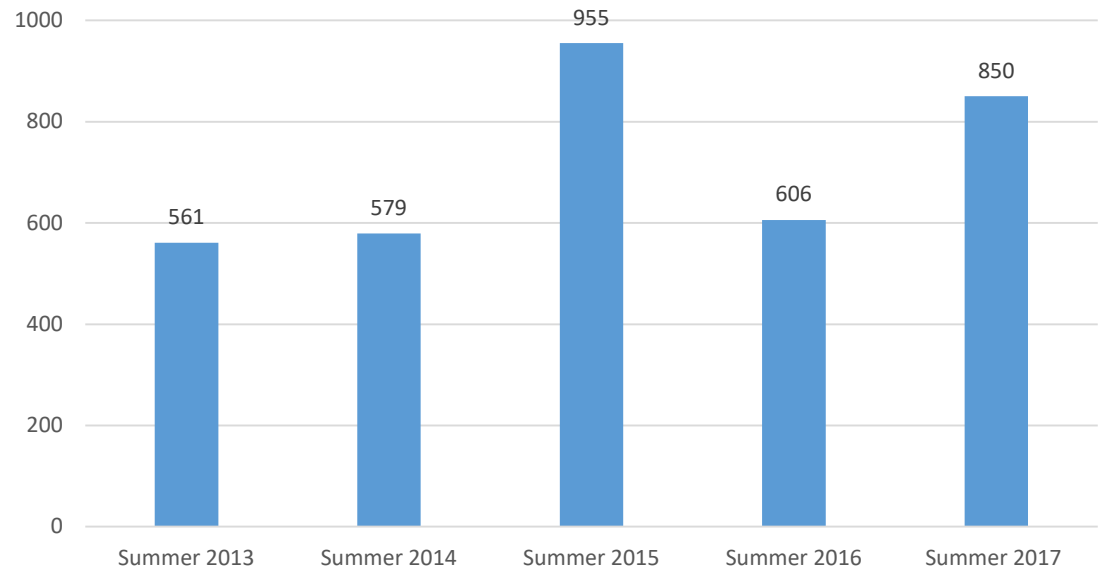
11 new students

7-day average turnaround

51 walk-in writing sessions

197 pages edited in
walk-in sessions

Pages Edited in Summer Semesters



Editing Survey Comments

- “I can now distinguish between a well written document and a poorly written one, thanks to our Technical Editor! I was terrible with punctuation, but can now identify punctuation errors in my old write-ups. The writing development sessions have been very helpful and I will forever recommend your services to anyone who may want to improve their writing.”
- “As in all my previous requests, I am very satisfied with the editing services provided by the office of graduate studies. I just wanted to extend my gratitude to Ms. Emily Seals for all the assistance she gave to finalize my manuscript. Thank you very much.”
- “This service really helps us improve the quality of our manuscripts. Thank you very much.”
- “I couldn't ask for more. I personally like the writing development session where I get to learn how to improve on certain aspects of my writing.”

Forms

- > Benchmarked against Peer Institutions
- > Searched websites for graduate student forms, graduate catalog, graduate student policies, etc.
- > Created spreadsheet with findings
- > Information passed to Graduate Faculty President and was presented at the September Graduate Council meeting
- > Graduate Council voted for an ad hoc committee to be created to evaluate forms

Staff Storms for Graduate Forms

- > 2 Staff Storm sessions were held in August (8/1 and 8/3)
 - 21 graduate staff were invited
 - 19 graduate staff as well as 4 additional staff members attended
 - 90% attendance rate
- > A survey was sent to attendees to request feedback
 - 9 responses were received
 - Feedback was positive and requests for additional staff storms was received
- > Staff Storm Slides can be found on our website at:
<http://grad.mst.edu/cgcs>

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.

GEM GRAD Lab

Friday, Sept. 29 and Saturday, Sept. 30, 2017

> What is GEM?

- GEM is a network of leading corporations, government laboratories, top universities, and top research institutions that enables qualified students from underrepresented communities to pursue graduate education in applied science and engineering.

> 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. Focusing on the global importance of research and innovation, life-long career benefits, and real world role models the symposium will help each student envision his or her future as a technology leader, successfully apply for a GEM fellowship, and gain entry to a graduate program.

> 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



GEM GRAD Lab

FRIDAY, SEPTEMBER 29 – Carver-Turner Room, Havener Center

4:00 PM Welcome, Campus & Lab Tours

6:30 PM Dinner & Chancellor Speaking

SATURDAY, SEPTEMBER 30 - GEM GRAD Lab – 120 Butler-Carlton Hall

9:00 AM Registration, Pre-surveys and Continental Breakfast

10:00 AM Welcome and Introductions

Venkat Allada, PhD, Vice Provost, Graduate Studies

10:15 AM Session 1: Why Graduate School?

Marcus Huggans, PhD, Sr. Director, GEM Consortium

11:30 AM Session 2: How to Apply to Graduate School

12:30PM Lunch Break

Graduate Fair

Review of Statement of Purposes

1:15 PM Session 3: How to Fund Graduate School

2:30PM Session 4: Voices from the Field

3:15 PM Closing Remarks/Post Surveys (Prize Give Away)



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!
 - Tuesday, Oct. 24, 12pm
 - > Honors Academy and OURE student exclusive
 - Wednesday, Oct. 25, 12pm
 - Thursday, Oct. 26, 12pm
 - All held in 305/307 Norwood Hall



Spring 2018 New Graduate Student Orientation

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

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



Slate Refresh

- > Review slate functions, processes and potential services
- > Faculty and staff invited!
- > 2-3 pm, Humanities and Social Science (HSS) 202
 - October 2: <https://connect.mst.edu/register/SlateRefresh1002>
 - October 3: <https://connect.mst.edu/register/SlateRefresh1003>

Fall 2017 Recruiting Schedule

Already attended:

- > ORAU
 - SEMO, SIU-Carbondale
- > MO Louis Stokes Alliance for Minority Participation
- > Arkansas Technical University

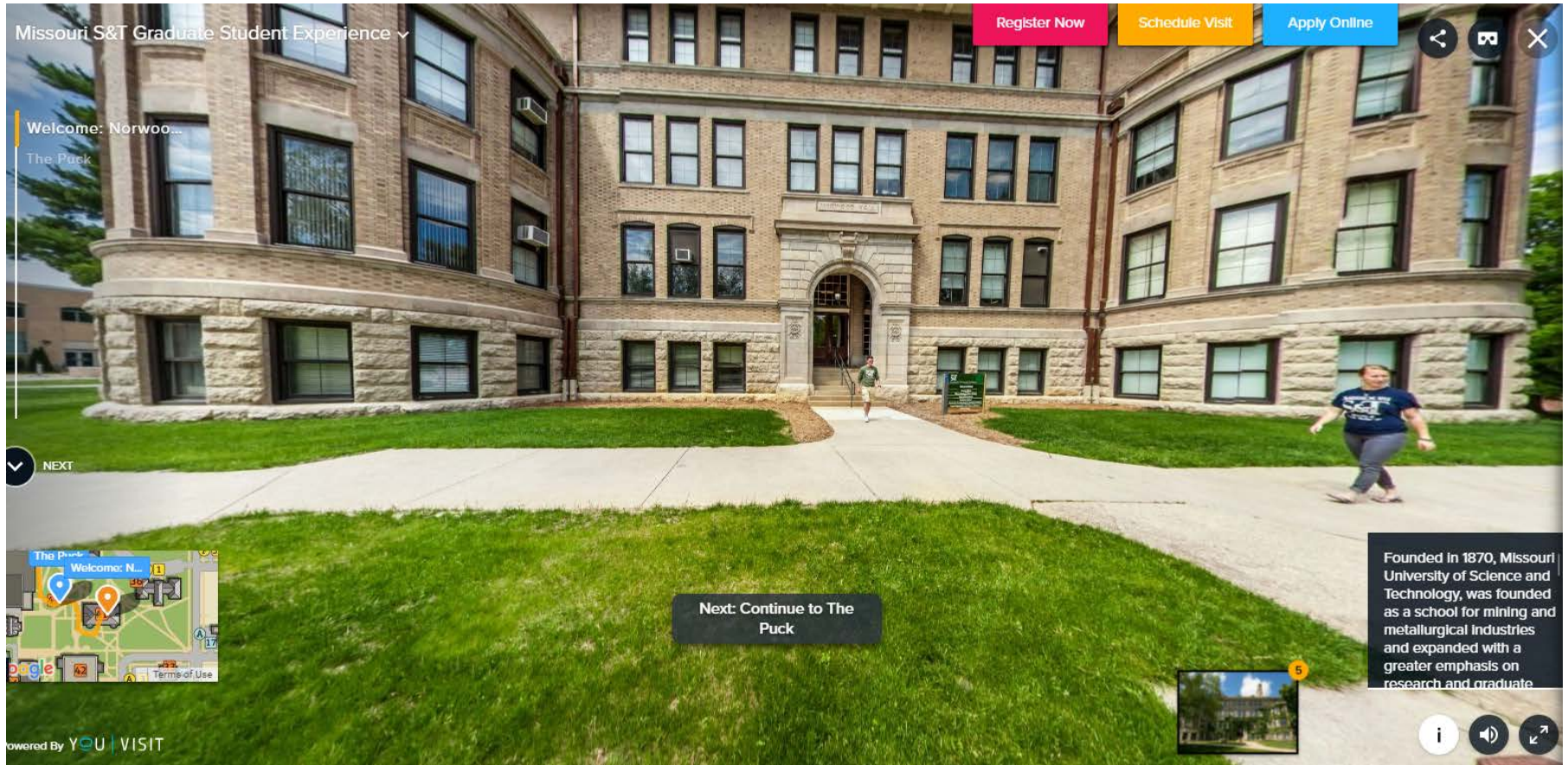
Coming up:

- > 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
- > 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

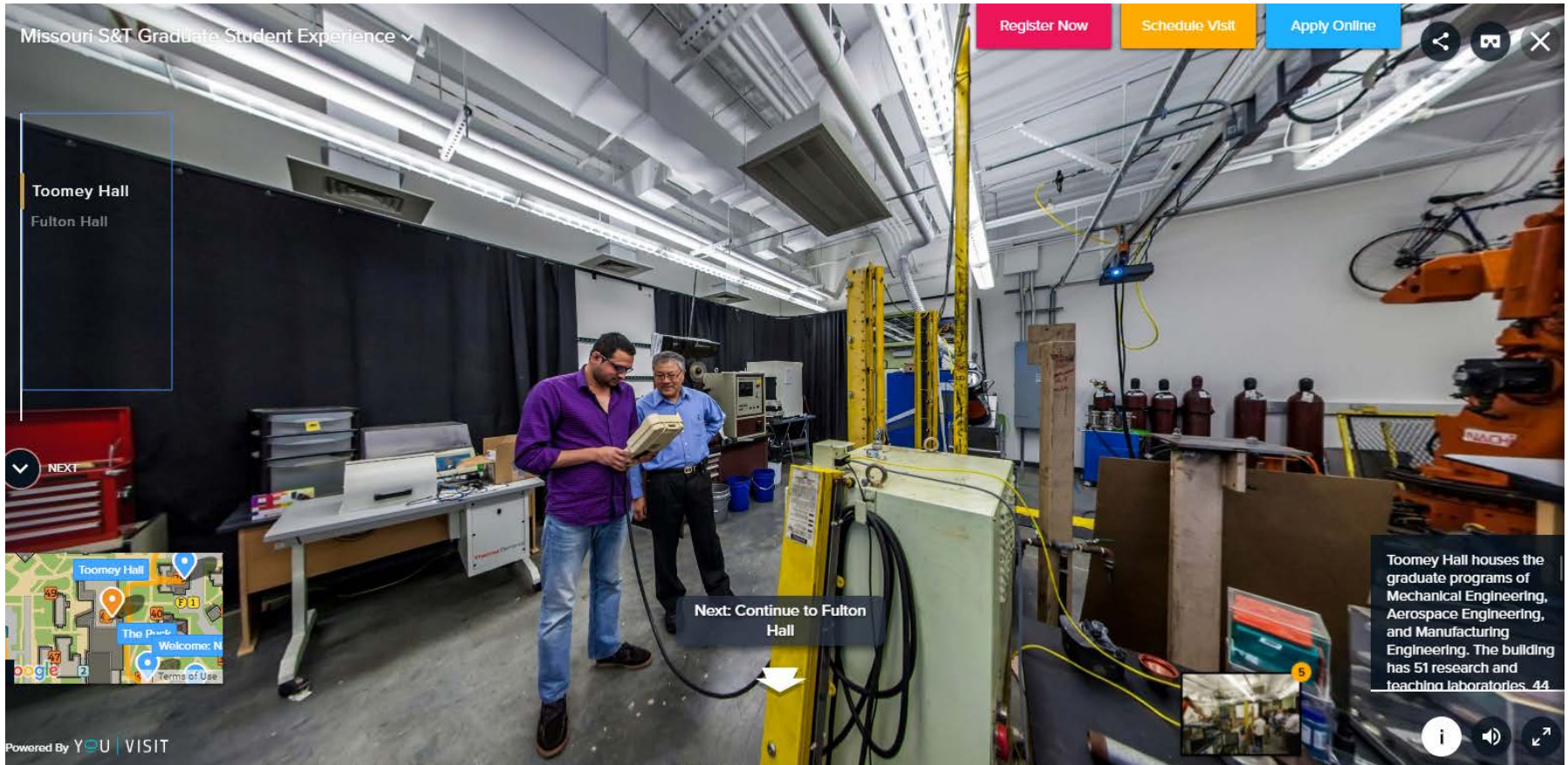


YouVisit Virtual Tour



MISSOURI
S&T

YouVisit Virtual Tour



YouVisit Virtual Tour

Missouri S&T Graduate Student Experience ▾

Register Now

Schedule Visit

Apply Online

Butler-Carlton Civi...

Emerson Electric ...

▼ NEXT



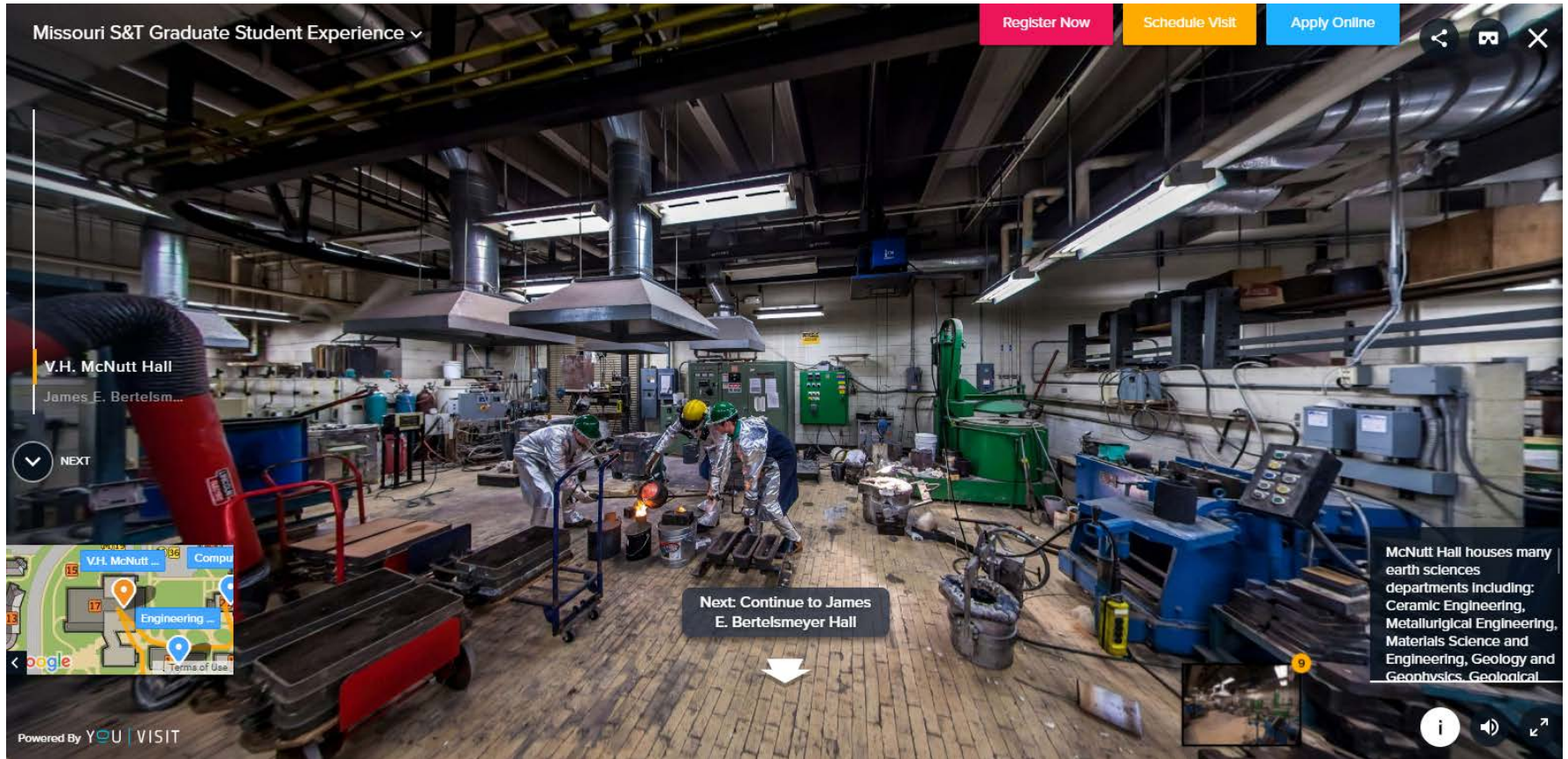
Next: Continue to Emerson Electric Company Hall

Butler-Carlton Civil Engineering Hall houses the department of Civil, Architectural and Environmental Engineering. Butler-Carlton Hall is designed to be a living

Powered By YOU | VISIT

MISSOURI
S&T

YouVisit Virtual Tour



YouVisit Virtual Tour

Missouri S&T Graduate Student Experience ▾

Register Now Schedule Visit Apply Online

James E. Bertelsm...

NEXT

Next: Step Back

Bertelsmeyer Hall, opened in 2015, houses the department of Chemical and Biochemical Engineering, and features state of the art laboratories and student facilities in a new 63,000

Powered By YOU VISIT

The screenshot displays a virtual tour of a laboratory. At the top, there are navigation buttons: 'Register Now' (pink), 'Schedule Visit' (orange), and 'Apply Online' (blue). On the left, a vertical sidebar shows the current location 'James E. Bertelsm...' and a 'NEXT' button. The main view shows a scientist in a white lab coat working at a laboratory bench. A 'Next: Step Back' button is overlaid on the bench. On the right, a text box provides information about Bertelsmeyer Hall. At the bottom left, there is a small map showing the location. At the bottom right, there are icons for information, volume, and navigation. The text 'Powered By YOU VISIT' is in the bottom left corner.

YouVisit Virtual Tour

- > Find on grad.mst.edu
- > Departments can use on:
 - Website
 - Social media
 - Emails

Events Mentioned Previously

- > GEM GRAD Lab
 - Friday, Sept. 29 and Saturday, Sept. 30, 2017
- > 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



September Events

- > **Editing Your Own Work**
Wednesday, September 6
Noon-1:00PM
Centennial 103
- > **Mastering the GTA Experience**
Friday, September 8
Noon-1:00PM
Norwood 208
- > **How to do a Literature Review**
Tuesday, September 12
6:00PM-7:00PM
Library 103
- > **Broader Impacts**
Thursday, September 14
Noon-1:30PM
FULL
- > **EndNote Basics**
Tuesday, September 19
6:00PM-7:00PM
Library 103
- > **Learning About LaTeX**
Thursday, September 21
Noon-1:00PM
Butler Carlton 316
- > **Mini Thesis/Dissertation Boot Camp**
Friday, September 22
9:00AM-4:00PM
Toomey 140
- > **Mendeley Basics**
Tuesday, September 26
6:00PM-7:00PM
Library 103

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



New Structure

- > Announcement regarding search for the VCR/DGS
 - Combining the two offices and creating a vice chancellor-level position to oversee the efforts.

Thanks for attending!

Next meeting:
October 13, 2017 3-4pm
140 Toomey Hall

