

# **GRADUATE SCHOOL**

## **Goals for FY2007**

### *Status to date August 2007*

#### **Provost's Priorities for FY'07**

- Graduate School Goals FY'07

#### **I. Develop and institutional culture that reinforces the primacy of the student experience**

- Facilitate fall/winter orientations for doctoral students, doctoral fellows, graduate assistants, graduate and international students; update orientation website with helpful resource links – September/January **Done**
- Secure G.A. and Doc Fellow pay increases for FY'08 – March '07 **Requested but goal not achieved**
- Expand the website to include: admission requirements for each program (October '06) **Done**, a doctoral student section (Dec. '06) **In progress**, and career services support (April '07) **Deferred to '08**
- Develop and implement a plan to bundle aid offers for prospective students. Feb. '07 **Achieved success with two departments – this is a work in progress**
- Explore enrollment enhancement through international student recruitment from countries/university alignment with the Bologna Agreement – April '07 **Not accomplished**
- Roll out Grad Info Days recruitment event as an online, interactive program through E-companion software and CE staff guidance – January '07 **Done**
- Work collaboratively with University Marketing to improve the visibility of graduate programs – April '07 **In progress – deferred due to brand roll-out. Radio advertisement supported June open houses at 4 locations.**
- **Converted the face-to-face Graduate Information Days presentations offered to EMU juniors/seniors twice a year by the Graduate School, Office of Admissions, and Career Services to an online PowerPoint/video self-guided component titled, *Is Graduate School Right for You.***

#### **II. Strengthen research, scholarly and creative activities**

- Reconfigure the Graduate Research Fair: expand morning workshop programming, change from a dinner to luncheon awards event, remove the judging component; improve attendance and event ownership among students, faculty, department heads and deans – March '07 **Done**
- Implement electronic submission of all theses and dissertations – fall '06 **Done**
- Implement electronic submission and processing of human subject protocols for UHSRC – fall '06 **Done**

#### **III. Implement an organizational culture of continuous improvement and planning**

- Realign Graduate School functions to address reduced staffing – separate Graduate School and ORD websites – fall '06 **Done – trained new GS staff**

- Work with Graduate Council on program, continuous improvement through joint participation in program review – April '07 *Deferred to '08 roll-out of revised program review process*
- Provide leadership and direction for new niche graduate programs including one new doctoral program – June '07 *The new doctoral program in Teacher Education will be implemented during '08. Will assist the department with operational issues as was done with the last two doctoral programs interfacing with Enrollment Services. Have explored ideas for interdisciplinary master's or certificate programs. Will work in '08 to bring together faculty to discuss these or other programmatic ideas.*
- Create a visioning process for the Graduate School by facilitating sessions with Graduate Council, graduate coordinators and meetings with department heads/school directors – Feb. '07 *Graduate Council worked on revisions to the President's visioning statement which overall were marginally used for the research section. Will explore this from a different perspective in '08.*

#### **IV. Improve instructional and research facilities**

*Made major improvements to the Human Subjects IRB procedures and forms with implementation of electronic processing. Met with the SOC, Division of Student Affairs, the Continuous Improvement Committee, and 27 academic departments/schools to discuss the IRB; conducted two training sessions through the Faculty Development Center, ran a four-session seminar for new faculty to Plan their Scholarly Agenda, included IRB training in the doctoral student orientation, Dr. Saules will present two IRB sessions during the August New Beginnings seminars. Will staff a table during the August Resource Fair.*

#### **V. Support quality faculty and staff**

- Review outcomes from the 2006 Graduate Coordinator Survey with graduate coordinators, Graduate Council, and department heads/school directors, and implement strategies to assist faculty advisors where appropriate – Feb. '07 *Discussed options with the GC Graduate Program Support Committee. Will hire a GA to support graduate coordinator tasks such as contacting prospective students, applicants, and admittees. Hire 30 college work study students to assist departments/schools with graduate student paperwork or other research tasks as assigned by faculty.*
- Provide training for the fall release of Banner 7.0 – Nov. '07 *Done and continue to provide one-on-one training for new graduate coordinators and department heads.*

#### **VI. Provide leadership in friend-raising and fundraising**

- Seek individual, department/school, and corporate sponsorships for the Graduate Research Fair – March '07 *For our first year of fund raising, we raised over \$7,000.*