

Student Annual Review

(Jan/Feb)

1. 5 versions

- a. Professional Masters (eg., MSW, MED, MPA)
 - i. Degree progression
 - 1. Describe your progress towards required course completion (e.g., complete, X courses remaining, just beginning)
 - 2. Have you successfully completed any required program exams (e.g., Qualifying, Preliminary, Comps)? (Y/N/NA)
 - a. if yes, type of exam(s) and date(s)
 - ii. Have you successfully completed your culminating experience (e.g., research project, professional paper or case study)?
 - 1. Yes - Date of completion
 - 2. No - When do you anticipate completing? (Term, Year)
 - iii. Comments on degree progress
- b. Professional Doctorate (e.g., DNP, DPT)
 - i. Degree progression
 - 1. Describe your progress towards required course completion (e.g., complete, X courses remaining, just beginning)
 - 2. Have you successfully completed program required exams (e.g., Qualifying, Preliminary, Comps)? (Y/N)
 - a. if yes, type of exam(s) and date(s)
 - ii. Have you successfully completed your culminating experience (e.g., research project, professional paper or case study)?
 - 1. Yes - Date of completion
 - 2. No - When do you anticipate completing? (Term, Year)
 - iii. Comments on degree progress
- c. Masters - Thesis
 - i. Committee information
 - ii. Degree progression
 - 1. Describe your progress towards required course completion (e.g., complete, X courses remaining, just beginning)
 - 2. Have you successfully completed program required exams (e.g., Qualifying, Preliminary, Comps)? (Y/N)
 - a. if yes, type of exam(s) and date(s)
 - 3. Have you successfully completed and defended your thesis proposal?
 - a. Yes - Date of defense & proposal title
 - b. No - When do you anticipate completing? (Term, Year)
 - 4. When do you anticipate defending your thesis? (Month, Year)
 - 5. Comments on thesis progress
- d. Phd
 - i. Committee information

- ii. Degree progression
 - 1. Describe your progress towards required course completion (e.g., complete, X courses remaining, just beginning)
 - 2. Have you successfully completed program required exams (e.g., Qualifying, Preliminary, Comps)? (Y/N)
 - a. if yes, type of exam(s) and date(s)
 - 3. Have you successfully completed and defended your dissertation proposal?
 - a. Yes - Date of defense & proposal title
 - b. No - When do you anticipate completing? (Term, Year)
 - 4. When do you anticipate defending your dissertation? (Month, Year)
 - 5. Comments on dissertation progress
- e. Questions for all versions: Scholarly and Creative Activities
 - i. Check the box of each of the scholarly and creative activities that you completed during the past calendar year. Each selected box will open a corresponding text field for further description.
 - 1. Publication
 - 2. Publication - In Press
 - 3. Publication - Under Review
 - 4. Conference Poster Presentation
 - 5. Conference Presentation
 - 6. Performance
 - 7. Exhibition
 - 8. Reading
 - 9. Grant Proposal - Funded
 - 10. Grant Proposal - Not Funded
- 2. Student completes
 - a. Report will auto forward to advisor & graduate coordinator
- 3. Grad Coordinator reviews

Student Life & Climate Survey

March / Anonymous

1. Part-time / Full time
2. GA?
 - a. Notification of appointment
 - b. Duties / assignment clear
3. First year only
 - a. How did you find out about the program?
 - i. recruitment
 - b. Admissions processes
 - c. Orientation
4. Communication
 - a. How were you made aware of department, college and university activities
 - b. Activities you participated in
 - i. workshops
 - ii. student associations
 - c. What would we be helpful in the future
 - d. Is program information clear
 - e. Advising / Mentorship
 - f. Are degree completion requirements clear
 - i. Course requirements (Check Degree Audit)
 - ii. Milestones
 - g. Are department policies and procedures clear
 - h. Professional development
 - i. Department activities
 - ii. Communicating what is available
 - i. Is your standing in the program clear (e.g., Annual review feedback?)
5. Grad College Rep question (from mentoring discussion)

Grad Coordinator Program Report

Opportunity for communication to the Graduate College about program needs and program successes
Opportunity for discussion of Recruitment Plan – what worked, what did not – new ideas
Opportunity to raise issues for possible training or to share best practices

(Before Spring Break)

R2PC format for questions.

1. New or returning coordinator?
2. Do you plan to serve in this role next year?
3. Recruitment activities
 - a. Admissions

- b. Were efforts successful?
 - c. Have you been able to make and progress on your R2PC plans.
- 4. Program Activities
 - a. Orientation
 - b. Workshops
 - c. Seminars
- 5. Retention / Progression
 - a. Retention practices (e.g., how do you identify and intervene when students are struggling)
 - b. Degree Audit implementation questions
 - c. GA coordination/assignment with Department Chair
 - d. How does your department determine that students are making adequate yearly progress?
 - e. How is this communicated to the students.
- 6. Completion
 - a. Advertisement of the defense of thesis and dissertations
- 7. Other?
 - a. Did you face any issues this year that you were uncertain of how to address?
 - b. What training / assistance would have been helpful?
- 8. Check off the activities that you participated in this year
 - a. Rebel Grad Slam Judge / Attendee
 - b. Research Forum Judge / Attendee
 - c. All Grad Faculty Spring / Fall
 - d. Committees and Grad Council
 - e. Other . . .
- 9. Program Goals
- 10. Graduate College Support
 - a. Administrative support questions
 - b. Mentoring initiative questions

New Graduate Faculty Mentoring Program

Partner with existing Faculty mentoring opportunities already on going – organized by Cecilia Maldonado and Mary-Ann Winkelmes

Provide workshops on key issues

- 1. FERPA
- 2. Use of email regarding
- 3. Title IX
- 4. Appeals / Students of Concern
- 5. Graduate Faculty Status

6.

Course Development

7.

GCR Reps.

Connect new Graduate Faculty with each College and across the University

If you have suggestions for workshops or mentorship programs in your own department that you would like to share, please contact me or Kendall