The Graduate School Program Director Newsletter
April 2016

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Upcoming Deadlines

Graduation
Please note the Master’s thesis proposal defense deadline for May degree candidates was February 18th.

April 7, 2016 - Dissertation or Scholarly Project defense deadline for doctoral students
April 8, 2016 - Final Defense Report and Title Page submission deadline for graduating doctoral students
April 14, 2016 - Last day to submit Dissertation or Scholarly Project to ProQuest
April 21, 2016 - Master’s thesis formatting review deadline
May 3, 2016 - Master’s thesis defense deadline
May 11, 2016 - Last day to submit masters' theses to ProQuest

April 1st is the deadline for students to submit completed applications for many scholarships and fellowships through the University Scholarship Office. We extended the deadline due to some problems with the system. We will make decisions quickly so that students know if they have been offered an award and can make a decision before April 15th.

National Signing Day: April 15th
April 15th the deadline for prospective or enrolled graduate students to accept an offer of financial support such as a graduate scholarship, fellowship, or assistantship, for the next academic year. Students are under no obligation to respond to offers of financial support prior to April 15. For details review http://cgsnet.org/april-15-resolution.

May 9th - All DegreeWorks Short Forms are Due
Curriculum clarifications for DegreeWorks must be received in the Graduate School by Monday, May 9th in order to be included in the launch of DegreeWorks on May 16th. To date, there are still more than a dozen programs with outstanding short forms. Contact Janet Morse (jmorse9@uncc.edu) with any questions.
Award Competitions

DRReaM Graduate Fellowship
The DRReaM Graduate Fellowship is a need-based award of $1000 that supports a continuing graduate student (domestic or international with plans to stay in the US) in a health-related graduate program. Representing members of the donor’s family, the DRReaM award was established by Dr. Dipti Patel-Misra and is intended to support a student who demonstrates both need and commitment to service. Her goal is to support a student in need so that he/she has the opportunity to give back to the community. Selection criteria includes:

- Cumulative graduate GPA of 3.2 at time of application
- Currently enrolled in a graduate degree program at UNC Charlotte
- First generation college student
- Enrolled in health-related graduate program (Health Services Research, Public Health, Nursing, Bioinformatics, Healthinformatics, Health Psychology, etc.)

Nominations should include a 1-2 page statement from the student describing their financial need and showing evidence of service and a philosophy of giving. A letter of reference from the graduate program director is also required. Nominations are due to Dr. Katherine Hall-Hertel, Associate Dean, the Graduate School by May 1st.

Lucille P. and Edward C. Giles Dissertation-Year Graduate Fellowship
The Lucille P. and Edward C. Giles Dissertation-Year Graduate Fellowship is an award of $20,000, plus $1,000 for travel, health insurance, and full-tuition and fees for students who will complete all of their degree requirements during the award year. The student must be registered for doctoral dissertation research credit only during the fall and spring term.

The deadline for students to complete applications for the Lucille P. and Edward C. Giles Dissertation-Year Graduate Fellowship through the UNC Charlotte Scholarship Portal – NinerScholars is May 1, 2016. Please ask interested and eligible students to log in to the NinerScholars site at http://scholarships.uncc.edu/ and complete an applicant profile. Students will then be matched to this fellowship if they are eligible, based on their criteria, through a system using real time information from Banner. Once students are matched, they complete all required materials within the portal. Through the portal students are able to upload documents, complete essays, submit reference requests, and submit their applications electronically, in one place. Newly admitted students may use their AP ID number when applying.

Administrators and scholarship committee members will gain access to students’ applications through the NinerScholars Scholarship Review and Award portals. Here administrators and reviewers can electronically review students’ applications, uploaded materials, and essays. Through these portals reviewers will make award recommendations and administrators will key the awards to the students’ accounts.

If you have any questions regarding the application process through the NinerScholar Portal, please contact the University Scholarship Office at http://scholarships.uncc.edu/ or at 704-687-0827.

NOAA 2016 Digital Coast Fellowship
The NOAA Office for Coastal Management is recruiting for three Digital Coast Fellowship opportunities in 2016. It’s mission is to provide on-the-job education and training opportunities in coastal resource management and policy for postgraduate students and to provide project assistance to Digital Coast Partnership organizations. The be eligible, students must complete a master’s, doctoral, or professional degree in natural resource management or environment related studies at an accredited U.S. university between January 1, 2015 and July 31, 2016. Fellowship projects are for two years and provide a current salary of $34,000 a year, health insurance, worker’s compensation, relocation reimbursement, and travel reimbursement. The most important prerequisite is an interest in coastal issues. The deadline to apply is May 6, 2016. For more information about the Digital Coast Fellowship, please visit https://coast.noaa.gov/fellowship/digitalcoast.html.

Recruitment

Subscribe to an Automated Applicant Data Report
The Graduate School has an automated report that will provide you a snapshot of applicant data for your program(s), including test scores and education history. In addition to submitted applications, the report includes data for applications still "in progress". The report is currently available to College Deans, Graduate Program Directors and others who submit admissions recommendations on behalf of programs. To subscribe to the automated report, please contact Ash Bowers in the Graduate School.

**Holistic Review in Graduate Admissions**

The Graduate School encourages a holistic review of applications for admission to graduate programs. If you are interested in learning more about holistic graduate admissions, take a few moments to review a just-released report by Hobsons, with support by the Council of Graduate Schools (CGS), on a research project on holistic graduate admissions. The project examined emerging best practices and surveyed more than 500 university admissions professionals to better understand the current state of graduate admissions at U.S. institutions. Download the full report here.

The Graduate School is happy to consider requests from Graduate Program Directors to waive the GRE, MAT, or GMAT. Please contact Johnna Watson (jwwatson@uncc.edu) or Kathy Giddings (kathygiddings@uncc.edu) for more information.

**Early Entry and Summer/Fall Registration**

Early Entry students now have a registration hold placed on their record in banner once admitted to a graduate program. This hold is removed only when the Early Entry Program Form is received by the Graduate School. Students with this hold will not be able to register for any classes when open registration begins on March 28th. We highly encourage programs to make sure all Early Entry students have an up-to-date form on file with the Graduate School.

Continuing Early Entry students are assigned undergraduate registration times, as they are considered undergraduate students. Programs/departments with limited classroom space should consider reserving some seats for Early Entry students.

Early Entry students who are graduating in May and will move fully into the graduate program are issued graduate registration times and will be able to register for Summer and/or Fall classes at the same time as their peers.

**Applicant Questions - Message Board**

Help us promote the Message Board - a tool for applicants to post general questions about the application process. When applicants pose a general question to you about their application, please ask them to log in to their prospective student portal at https://mygradschool.uncc.edu, click on the Message Board, and enter their question. Admissions staff respond daily to the posts.

**Graduate Applications Snapshot as of 4-4-2016**

<table>
<thead>
<tr>
<th>Application Status</th>
<th>FALL</th>
<th>SUMMER 1</th>
<th>SUMMER 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016</td>
<td>2015 (census)</td>
<td>2016</td>
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<tr>
<td>Total Apps</td>
<td>9,822</td>
<td>10,565</td>
<td>1,534</td>
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<tr>
<td>In-Progress (not submitted)</td>
<td>3,366</td>
<td>3,400</td>
<td>802</td>
</tr>
<tr>
<td>Accepted</td>
<td>2,299</td>
<td>3,408</td>
<td>397</td>
</tr>
</tbody>
</table>
Degree Works and Graduation

Degree Works Launch Meeting
The Graduate School is hosting a Launch Meeting for Degree Works on Thursday, April 21st. Graduate program directors, department chairs, and support staff are invited to attend. You’ve all heard that Degree Works is coming this summer, but how will it change processes for you and your students? The agenda includes an overview of the new graduation process (no more candidacy forms!) and a question and answer session. Light refreshments will be provided.
When: Thursday, April 21st, 2016
Time: 10:15am to 12:15pm
Where: Cone 210

Checklists
Full graduation checklists for both master’s and doctoral students are now available on the Graduate School’s website: http://graduateschool.uncc.edu/current-students/graduation.

Forms
Several of our forms have changed. Please be sure you have the newest version of our forms from the Graduate School’s website: http://graduateschool.uncc.edu/current-students/forms.

Training

DegreeWorks Training
Space is still available in a number of training sessions scheduled throughout April and May. If you have not yet attended a session, consider registering for one of the sessions listed below. Keep in mind that beginning with Summer I, most graduate students will be cleared for graduation using DegreeWorks. Faculty and advisors will need to approve degree audits before they can be processed. If you have questions, or would like to register for a class, please send an email to degreeworks@uncc.edu.

- Tuesday 4/5 1:00-2:00
- Wednesday 4/13 11:00-12:00
- Thursday 4/21 8:00-9:00
- Monday 4/25 1:00-2:00
- Thursday 4/28 8:00-9:00
- Monday 5/2 4:00-5:00
- Friday 5/6 9:00-10:00
- Tuesday 5/10 8:00-9:00
- Monday 5/16 3:00-4:00
- Tuesday 5/24 8:00-9:00
- Friday 5/27 9:00-10:00
- Monday 5/30 3:00-4:00

All training sessions will be held in Denny 101. On-line guidance is also available on the DegreeWorks web page.
eGRAD Training
Learn how to use eGRAD for recruitment and admissions. Email Kathy Giddings (kathygiddings@uncc.edu) to reserve your seat at an eGRAD training session.

- Wednesday, April 6, 2016, 10:00 a.m. - 11:00 a.m. EST
- Wednesday, May 4, 2016, 1:00 p.m. - 2:00 p.m. EST

FYI

2016 - 2017 Graduate School Funding for New Students
The Graduate School is committed to financially supporting as many exemplary students as possible with tuition, stipends, and various fellowships. For a list of some of the funding opportunities managed by the Graduate School and other entities on campus, see the website or download our Fall 2016 Funding Flier which provides detailed information on funding opportunities for your new students. Note the new Funding Nomination Form for your use as well.

GASP Eligibility Deadlines
Each student must be admitted, nominated for GASP, approved by the Graduate School to receive GASP support, registered for at least 9 credit hours, and have a qualifying assistantship or fellowship appointment no later than 5 p.m. on the census date (the tenth day of classes) for the semester. All GASP Scholars are expected to register for 9 or more credit hours until they have defended their dissertations. Review GASP Rules and Practices HERE as well as online at http://graduateschool.uncc.edu/faculty-and-staff/funding-information-faculty.

OceanExchange Big Pitch Competition
This national competition promotes both undergraduate and graduate innovation. This is the second year of the "Big Pitch" program within the OceanExchange and the first year was quite a national success. It would be wonderful to see students from within the UNC system compete in this national competition. "BIG Pitch" is part of the Business Innovation Group of the Center for Entrepreneurship Learning & Leadership at Georgia Southern University’s College of Business Administration. The "Call for Solutions" for the competition, as well as additional information can be found at the link below. The overarching focus is on solutions that improve economies, health, and the environment, fitting under the theme of sustainability. Winning teams win $10,000 in cash.

Recruitment, Admissions, and Funding Resources
Graduate School staff are available to support your recruitment and admissions efforts. Many program directors offer information sessions, open houses, early entry, accelerated master’s, GRE searches, and also utilize social media, and admissions/enrollment counselors can provide guidance on how to implement successful strategies. Access to and training for eGRAD are also available for you, staff and admissions committee members, as well as dedicated staff to support funding and assistantship efforts. Please reach out to one of the individuals listed below:

- Maryanne Maree-Sams, recruitment & admissions, 704-687-7243, mmareesa@uncc.edu
- Marianne Williford, recruitment & admissions, 704-687-7245, mwillif4@uncc.edu
- Allison Brinkley, recruitment & admissions for Business programs, 704-687-7267, abrinkley@uncc.edu
- Ash Bowers, eGRAD access for staff and committee members, at abower16@uncc.edu
- Tequilla Bennett, assistantships, at TCBennett@uncc.edu
- Kathy Giddings, admissions, at kmbarrin@uncc.edu
- Melissa “Missy” Peterson, funding, at MelissaPeterson@uncc.edu

Build Your Graduate Enrollment Plan in eGEM
www.egem.uncc.edu
University Goal 1 in UNC Charlotte’s 2016 – 2021 Institutional Plan, to “Deliver a high-quality, accessible, affordable, and integrated academic experience that produces responsible citizens and a competitive workforce,”
includes an objective (1.2) to "Implement the ….. graduate enrollment management plans, which integrate the degree attainment goals of the UNC system with respect to the capacity of UNC Charlotte to accommodate and house additional…… graduate students, such implementation to take place through Fall 2020."

Graduate Program Directors may build and implement an enrollment plan (in eGEM) for each program of study at the graduate level. The Graduate Enrollment Plan should be informed by the strategic plan of the academic college, and directly reflect efforts to integrate graduate education at the University and proactively shape enrollment to meet established enrollment and graduation projections. Advantages of projecting enrollment and graduation goals and managing a Graduate Enrollment Plan in eGEM:

- Online space to develop and manage goals, objectives and tasks required to achieve enrollment and graduation projections. The Graduate Enrollment Plan should be a working, action-oriented document that is routinely updated and modified.
- Opportunity to identify resources required to achieve enrollment and graduation goals; this effort should be made through your Department Chair/School Director or Dean.
- Access to information: The Graduate Enrollment Plan is stored in the cloud so anyone with an interest and/or need to know the information can see it.
- Focus on retention to graduation efforts (persistence) as much as recruitment of new students. Ability to document marketing and recruitment activities to determine effective efforts, as well as mentoring and advising activities.

Communications Toolkit
Program Directors in the College of Liberal Arts & Sciences have an excellent resource in the CLAS Communications Toolkit. The Toolkit was designed to assist their departments, centers and programs with marketing and communication needs. If you're a CLAS GPD, look to these guidelines to promote your programs with news/media, social media, publications, print materials and more! And remember to check your program web pages to make sure they are current.

For Your Students

New! Speaking Resource Center Is Open
Students can schedule consultations with public speaking experts in a dedicated space, Atkins Library room G33. Email student coordinator, Tiera Gibson, at tgibso30@uncc.edu for 30-minute appointments. Sponsored by: Communication Across the Curriculum and the Graduate School's Center for Graduate Life. Speaking Resource Center Hours: Tuesdays from 10:00am-12:00pm & 5:00-7:00pm; Thursdays from 5:00-7:00pm.

All graduate student workshops and events listed are held in the Center for Grad Life (Cone 268) unless otherwise noted. See our complete calendar.

Where Do I Go After Graduate School?
Tuesday, April 5, 11:00am-12:30pm (Coffee and Check-in at 10:30am), Harris Alumni Center
Speaker: Dr. Fatima Williams Castro
Applying for jobs outside of academia? Curious if alt-ac is a viable option for you? Join us for an interactive workshop that will help you identify where you fit and teach you how to market those transferable graduate skills! Registration is required. Enter to a drawing for Dr. Williams Castro's book: "Be Bold: Launch Your Job Search or Career Change with Confidence". Special thanks to our sponsors: The Chancellor’s Diversity Challenge Fund, the University Career Center, Charlotte Research Institute, The Graduate School, GPSG, the Center for Graduate Life, and The Black Graduate Student Organization. Registration required

Beyond Academia: Career Paths for Doctors
Tuesday, April 5, 12:45pm-4:30pm, Harris Alumni Center
Since 1982, almost 800,000 Ph.D.’s in science and engineering were awarded, yet only 100,000 academic faculty positions were created or pre-existing in those fields. Where are those 700,000 non-academic PhD’s now? Where will our students be after they graduate? Encourage your students to come to Beyond Academia to
meet some of the many non-academic Ph.D.’s, and find out where and how to obtain a career outside of academia. Panelists include experts from: Premier, FBI, TIAA, Cabarrus County Schools, InfoSense, Inc. Sealed Air, International ThermoDyne, Ventureprise, Catawba County Government and Centralina Council of Governments. Lunch is included. $10 per attendee. RSVP via this payment link is required and must be received by March 31. Sponsored by the Graduate School’s Center for Graduate Life and the University Career Center.

The Art of Negotiation in the Workplace
Friday, April 8, 10:30am-12:30pm
Dr. David Magee, Employee Relations Executive and UNC Charlotte Lecturer
Whether you are involved in a salary negotiation or other terms of employment, negotiation is a skill every graduate student should know. Effective negotiators use a combination of skills, such as active listening, and preparation. In this workshop, participants will learn about these and other skills when negotiating for jobs. Register

Managing the Dual Role of Parenthood and Academia
Thursday, April 7, 12:30-2:00pm, College of Health & Human Services Bldg, 128
Join Dr. Valerie Balog, Clinical Associate Professor, Department of Counseling, for an interactive discussion on the topic of women, family and academia. Dr. Balog will address the potential challenges for graduate students pursuing academic careers, who have families or who are considering having a family, and offer helpful tips on how to manage the multiple roles of family and academic life. Students will be able to form support network with one another if desired. Light food fair and refreshments provided. Sponsored by the Center for Graduate Life and Mu Tau Beta. Questions? Email eteague4@uncc.edu Register

Improve Your Presentation Skills for Graduate School and Beyond
Thursday, April 7, 3:00pm-5:00pm
Facilitated by: Ms. Shawn Smith, Organizational Development Consultant,
Does the mere thought of giving a presentation freak you out? There's both good and bad sides to the coin. Bad side – presentations are unavoidable in your courses and in your future career path. Good side – presentation skills are something you can easily improve! This 75-minute session will provide some tips, tricks, and ideas for how to become a better presenter. There will be time at the end for Q&A (and to practice speaking to a crowd!). Register

Get Started on Your NIH and NSF Fellowship Applications
Tuesday, April 12, 3:00-4:00pm
Facilitated by Dr. Julie Goodliffe, Interim Director, Center for Graduate Life
The NIH supports doctoral students with their F Series Fellowships, and the NSF supports Master’s and doctoral students with the Graduate Research Fellowship Program. Due dates for the NIH fellowships are in April, August and December. NSF fellowships are due once per year in October. In this workshop, graduate students and undergraduates will learn about these specific opportunities, and make plans for their project, and to apply for one or more fellowship. Register

Annual Outstanding GTA Award Winner Recognition Ceremony
Friday, April 22, 12:30-1:30pm
Award winners for the Annual Outstanding GTA at the Master’s and Doctoral levels will be announced at the ceremony. Nominees and their nominating faculty will be invited to attend, but if you know a GTA who was nominated and would like to attend the ceremony to support them, please email Dr. Judith Krauss (jkrauss@uncc.edu) to be added to the guest list!

On-going Programs and Support in the CGL:

Improve Your Methodology and Data Analysis, Drop-In Research Consults!
Mondays: 1:00-3:30pm and Wednesdays: 4:00-6:00pm
Are you a graduate student in need of assistance with your research project, thesis or dissertation? Drop in for your free consultation with Project Mosaic. Project Mosaic empowers social scientists to analyze, visualize and infer data with focused assistance on research methodology and analytics. More information

**Writing Assistance for Graduate Students**
Mondays-Wednesdays: 2:00-5:00pm and Thursdays: 1:00-5:00pm
Book an Appointment

**Monday Mindfulness & Yoga**
Mondays, 11:00am-12:00pm - Drop in!

**Dissertation Writing Support**
Please email Dr. Russell-Pinson (lpinson@uncc.edu) to arrange an appointment. Doctoral students only, please.

**Doctoral Writing Fellow is Available to Help all Doctoral Students**
Each semester, the Graduate School funds a Doctoral Writing Fellow to work one-on-one with other doctoral students. The Doctoral Writing Fellow for Spring 2016 is J. Haadi Jafarian, a doctoral candidate in the Department of Software and Information Services. Haadi is a stellar academic writer who has published widely in his field of study. He is available to provide peer tutoring to other doctoral students interested in improving their academic writing for coursework, presentation, and publication. Please email Haadi (gradlifefellows@uncc.edu) to set up an appointment.

The GPD Newsletter is also available for download on the Graduate School's website.