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Upcoming Deadlines
SUMMER I Doctoral and Master’s Thesis Students:
June 10, 2016 - Formatting Review Deadline for Graduate Theses and Dissertations
June 17, 2016 - Defense Deadline For Graduate Theses and Dissertations
June 20, 2016 - Deadline to submit Dissertation or Scholarly Project Defense Report and Title Page
June 23, 2016 - Post-defense Formatting Check Deadline for Graduate Theses and Dissertations
June 24, 2016 - Last Day to Submit Graduate Theses and Dissertation. Deadline to submit ETD/Submission Form and Survey of Earned Doctorates.

June 6th - Nominations for the Graduate Dean’s Distinguished Dissertation Award, for dissertations that make an unusually significant contribution to the discipline. Please send nominations to jmgoodli@uncc.edu by 5pm on June 6th. Packages should include an abstract (less than 10 pages), three letters of reference, and the nominee’s CV. Email jmgoodli@uncc.edu with any questions. Categories for this year’s awards are:

- **Mathematics, Physical Sciences and Engineering**: Mathematics, statistics, computer sciences, data processing, systems analysis, chemistry, earth sciences, physics, geology, meteorology, astronomy, metallurgy, geophysics, pharmaceutical chemistry; aeronautical, architectural, biomedical, ceramic, chemical, civil, and electrical engineering sciences; environmental health engineering; geological, mechanical, mining, nuclear, and petroleum engineering.

- **Social Sciences**: agricultural economics, geography, anthropology, archaeology, economics, education, sociology, government (political science), demography, and
psychology. Please note that for purposes of this competition, history is classed within the humanities and is not a field of competition in 2016. If a dissertation is multi- or interdisciplinary in nature, a significant portion of the work must be comprised by at least one of the 2016 fields of competition.

**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.

**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.

**Showcase Your Program on the Graduate Admissions Facebook Site**
Send recruitment and program information to mariannewilliford@uncc.edu for inclusion in the Graduate Admissions Facebook page. The site can provide additional promotion for your scheduled recruitment travel, Open Houses, information sessions, as well as spotlight faculty and research updates.

**Graduate Applications Snapshot as of 6-2-2016**

<table>
<thead>
<tr>
<th>Application Status</th>
<th>FALL</th>
<th>SUMMER 1</th>
<th>SUMMER 2</th>
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</thead>
<tbody>
<tr>
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<td></td>
<td>2015 (census)</td>
<td>2015 (census)</td>
<td>(census)</td>
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<tr>
<td></td>
<td>In-Progress (not submitted)</td>
<td>Accepted</td>
<td>Denied</td>
</tr>
<tr>
<td>-------------------------</td>
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<tr>
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<td>3,653</td>
<td>3,400</td>
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<td></td>
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<tr>
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<tr>
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<td>619</td>
</tr>
<tr>
<td>Does Not Intend to Enroll</td>
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<td>579</td>
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**DegreeWorks and Graduation**

**DegreeWorks is Live!**
DegreeWorks is now live for all graduate students and faculty. DegreeWorks can be accessed through my.uncc.edu. The link for faculty can be found on the Faculty tab, under Course Related Resources & Policies. The link for students can be found on the Student tab, under Academic Resources. If you have trouble with access, please contact the Help Desk. Other questions may be directed to degreeworks@uncc.edu. General information including training schedules can be found on our website graduateschool.uncc.edu/dgreeworks. All Graduate Faculty should check DegreeWorks to verify that the audits are accurate for their students.

**Graduation**
Effective Summer I 2016, DegreeWorks is the definitive source for graduation clearance. The Graduate School highly recommends that graduate program directors, program faculty, and/or administrative staff attend DegreeWorks training. Programs are encouraged to review student audits over the summer in preparation for Fall 2016.

**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.

**Dissertation Defense Announcements**
The link to the Graduate School’s Dissertation Defense Announcements will now be sent out by Academic Affairs on Monday morning instead of the entire list of defense announcements. Announcements are housed on the Graduate School website. Remember that dissertation defenses must be announced publicly 10 days prior to the defense.

**Training**

**DegreeWorks Training**
Additional training sessions have been scheduled for the month of June. To register for a class, please send an email to degreeworks@uncc.edu.

Monday, June 6, 2016, 10:00-11:00am
Wednesday, June 22, 2016, 1:00-2:00pm  
Friday, July 1, 2016, 9:00-10:00am  

All training sessions will be held in Denny 101. On-line guidance is also available on the DegreeWorks web page graduateschool.uncc.edu/degreeworks.

**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, July 13, 2016, 10am - 11am in Denny 101  

**Graduate Program Director Roundtables**  
**Atkins Library Changes in the Works**  
Friday July 15, 2016, 12:00-1:00 pm  
Cato Hall 228  
Presented by Dr. Anne Cooper Moore  

As a follow-up to her presentation at the Fall 2015 Graduate Program Directors' meeting, she will speak to us about Library Service Changes for the 2016-2017 academic year.

**FYI**  
**Spring Suspensions and Terminations**  
Each term some students are suspended or terminated due to poor grades or lack of progress. Programs should send exam reports to the Graduate School as soon as they are complete so that we may contact students in a timely manner. While students may submit appeals of both a suspension and a termination, it is unlikely that they will be reinstated before the fall semester.

**Build Your Graduate Enrollment Management 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.

**Funding**

**Graduate Assistant Overpayments**

The Controller's Office has recently been made more aware of issues with payroll overpayments, usually due to HR/Payroll receiving late notification of employee changes or separations. Delays cause remittance of payments to employees for time not actually worked, which is obviously not ideal for the University or the employee as the money needs to be collected back.

A quick analysis has shown that more than 75% of the overpayments in 2016 have been to graduate students, resulting in $22,300 overpaid, $17,300 of which still remains outstanding. We experience most overpayments during the transition between semesters. Please pass this information along to others in your departments and encourage them to review graduate students who are currently on payroll. Any assignments that should have ended 5/15 need to be terminated in the system immediately.

The Controller's Office is working on changing overpayment procedures, including that past-due amounts will remain charged against departmental budgets until the overpayments are collected back. In the future, uncollected overpayments will likely also be added to student accounts to facilitate state-mandated collection requirements.

Please let us know if you have any questions or concerns. We appreciate your cooperation and partnership!

Robyn Diehm, Asst. Controller - Tax & Payroll (7-5819)
Rebecca Urquhart, Payroll Manager (7-5795)

**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 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.

**For Your Students**

Important Upcoming Events
New Graduate Teaching Assistant Training - August 19, 9:00 am - 12:30 pm, Fretwell 100
Coffee and registration at 8:30 am
UNC Charlotte’s accreditation standards require that all GTAs receive training prior to the start of their TA contract. The Graduate School is conducting a training session for all new Graduate Teaching Assistants on Friday, August 19, 2016. The fall training will offer important information about legal issues in teaching, identifying troubled students, and how to manage various teaching responsibilities including grading writing, using Moodle or Canvas to grade, and classroom strategies for working with students. Pre-register here.

Orientation for New Graduate Students - August 20, 10:00 am - 1:30 pm in the McKnight Auditorium. Please send your departmental orientations to Coren O’Hara ceohara@uncc.edu. We will include these in our information to new students. Registration and more information can be found in the Admissions Pro portal.

Annual Fall Grad Student Welcome Wine & Cheese - August 25, 6:30 pm - 9:00 pm, Center for Graduate Life
To kick off the fall semester, the Center for Graduate Life's Graduate Life Fellows and GPSG are hosting a FREE wine and cheese graduate student meet and greet on August 25! Come mix, mingle and meet new people and make new friends. Win prizes and free giveaways. Co-sponsored by Harris Teeter, Food Lion, Total Wine & more. Registration opens in August.

Build Your Professional Skills with the Center for Graduate Life’s “GRAD” courses:

Career Lab: Developing Core Competencies - GRAD 6020/8020 (2) – Note new day!
Students taking this course will gain practice and knowledge around non-cognitive skills such as grit, leadership, lateral thinking, innovation, professional branding, effective communication, and organizational evaluations as it relates to their professional career. Students will obtain one-on-one career coaching, CV/resume development, salary negotiation practice, personal brand development, and much more.
Days/Times/Location: Monday, 4:00-6:00 pm, Center for Graduate Life - Cone 268
Instructor: Dr. Patrick Madsen, Director, University Career Center

Graduate Level Writing for International Students - GRAD 6010/8010 (3)
Days/Times/Location: Tuesday/Thursday: 1:00-2:30pm
Center for Graduate Life - Cone 268

Teaching at the University Level - GRAD 6001/8001 (3)
Wednesday: 9:30am-12:15pm, Center for Graduate Life - Cone 268
Dr. Judith Krauss, Faculty for Graduate Teaching

Teaching at American Universities: Perspectives for International Students - GRAD 6011/8011 (3)
Thursday: 9:30am-12:15pm, Center for Graduate Life, Cone 268
Dr. Judith Krauss, Faculty for Graduate Teaching

Responsible Conduct of Research - GRAD 6002/8002 (2) - Two Sections!
Friday: 3:30-5:15pm, College of Health & Human Services Bldg
Dr. Julie Goodliffe, Interim Director, Center for Graduate Life
Friday: 12:30-2:15pm, Grigg Hall, 132
Dr. Jo Ann Lee, Faculty for Graduate Research

**Academic Integrity - Required of all New Doctoral Students - GRAD 8990 (non-credit)**
Online Tutorial in *Moodle*2

Descriptions for the above GRAD Courses can be found at: [gradlife.uncc.edu/what-we-offer/](http://gradlife.uncc.edu/what-we-offer/)

The GPD Newsletter is also available for download on the [Graduate School's website](http://).