WELCOME AND OVERVIEW

Fall 2019 Graduate Coordinator and Staff Resource Day

Monday, October 21, 2019

R. Paul Duncan | Senior Associate Dean, The Graduate School
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>08:45 a.m. - 09:15 a.m.</td>
<td>Event Check-In and Continental Breakfast</td>
<td>Grand Ballroom Salon B/C</td>
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<tr>
<td>09:15 a.m. - 09:30 a.m.</td>
<td>Welcome &amp; Overview</td>
<td>Grand Ballroom Salon B/C</td>
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<tr>
<td>09:30 a.m. – 10:00 a.m.</td>
<td>Keynote: Dr. Roger Fillingim, The Mentor Academy</td>
<td>Grand Ballroom, Salon B/C</td>
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<tr>
<td>10:15 a.m. - 11:00 a.m.</td>
<td>Concurrent Breakout Sessions I</td>
<td>Grand Ballroom Salons A, B, D, E</td>
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<tr>
<td>11:15 p.m. – 12:00 p.m.</td>
<td>Concurrent Breakout Sessions II</td>
<td>Grand Ballroom Salons A, B, D, E</td>
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</table>
Restrooms

PowerPoint slides will be available on the Graduate School website.
# UF Graduate Education: 2018-2019

<table>
<thead>
<tr>
<th>Category</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Enrollment</td>
<td>11,763</td>
</tr>
<tr>
<td>Graduate Faculty</td>
<td>3,152</td>
</tr>
<tr>
<td>Colleges &amp; Departments</td>
<td>15 Colleges and 102 Departments</td>
</tr>
<tr>
<td>Majors</td>
<td>146</td>
</tr>
<tr>
<td>Doctoral Degrees Awarded</td>
<td>719</td>
</tr>
<tr>
<td>Master’s Degrees Awarded</td>
<td>3,669</td>
</tr>
<tr>
<td>Research Funding</td>
<td>$865 Million</td>
</tr>
</tbody>
</table>
ORGANIZATION OF GRADUATE EDUCATION

Institutional Requirements for Degrees
- Board of Governors
- President
- Provost

Program-specific policies
- College
- Graduate Program

Campus-wide regulations
- Graduate School
The UF Graduate School is committed to providing services to the campus community that maintain integrity and excellence in graduate education through clear and consistent policies, high standards, efficient procedures and direct student support. We seek to support and serve as a resource to all graduate students, and to support faculty and staff by fostering relationships, increasing communications and collaborations, and delivering comprehensive research and data resources to inform graduate education.

• **Provides** opportunities through funding support, professional development activities, support for student groups, graduate student funding to enhance recruitment, further retention, and doctoral degree completion

• **Partners** with academic units in providing underrepresented minority and international outreach and support in student recruiting

• **Promotes** efficiency and effectiveness in graduate education, so UF graduate students can achieve their educational and professional potential and make contributions to the university, the state, the nation and the world
GRADUATE SCHOOL VALUES & GOALS

Values:
• Excellence in graduate education
• Recruitment and graduation of outstanding students
• Ethical conduct in graduate studies and research
• Diversity among students, faculty and staff
• Communication and collaboration throughout the graduate community
• Graduate student professional development
• Preservation of academic standards
• Maintaining accurate data and records

Goals:
• Enhance graduate education through innovative administrative processes while ensuring efficiency and effectiveness
• Provide funding opportunities and awards for graduate students and faculty
• Provide exemplary programs and services to prospective students, current students and faculty through the Division of Graduate Student Affairs

Deans
Henry T. Frierson
Associate Vice President and Dean

R. Paul Duncan
Senior Associate Dean

Judy Traveis
Assistant Dean for Administration

Administrative Staff
• Stephanie Nielsen, Associate Director, Accounting
• Gann Enholm, Associate Director, Graduate Research & Special Projects
• Lorna Dishman, Executive Assistant
• Gregory Orloff, Communications Specialist
• Mariah McGovern, Academic Assistant I
• Jesse Chiarolanzio, OPS Social Media
Patty Van Wert, Associate Director, Graduate Degree Certification

Megan Lewis, Academic Assistant 2
Andrew Figueroa, Academic Assistant 2
New Hire, Academic Assistant 2

- Responsible for the degree certification of more than 4,500 candidates each year
- Recommend graduate degree conferrals to the President each semester
- Data for the graduation commencement program each semester
- Maintenance, monitoring, archiving, and oversight of graduate student records
- Evaluation and approval of transfer credit
- Review materials for Graduate Council

http://graduateschool.ufl.edu/about-us/offices/graduate-records/
Stacy Wallace
Associate Director, Editorial Office

Lisa De LaCure, Editor
Anna Pardo, Editor
New Hire, Graduate Curriculum Coordinator

- Oversee the thesis and dissertation process, offering guidance to ensure all graduate students’ theses and dissertations meet UF’s high standards and are ready for electronic submission and digital archiving with the UF Libraries
- Provide and maintain information regarding editorial thesis and dissertation checklists, and format guidelines pertaining to the thesis and dissertation submission process
- Work hand-in-hand with the Application Support Center, the office providing workshops and one-on-one consultations, relating to the thesis and dissertation formatting templates
- Coordinate the publication of the UF Graduate Catalog
- Host and staff all meetings of the UF Graduate Curriculum Committee
- Review materials for Graduate Council

http://graduateschool.ufl.edu/about-us/offices/editorial/
• Maintain graduate student records and milestones in the new Student Information System

• Maintain and enhance the UF-designed Graduate Information Management System (GIMS), a storehouse for graduate data since 2004

• Maintain Graduate Faculty and Committees in GIMS

• GIMS provides a tool for graduate students and their academic units to upload and track information such as admissions, committee members, candidacy, theses and dissertations, graduation applications, and all-important milestones

http://gradschool.ufl.edu/gimsportal/gatorlink/portal.asp
In 2014, the Division of Graduate Student Affairs (DGSA) was established to support potential students, current students, and faculty in the areas of Graduate Diversity Initiatives (OGDI), Graduate International Outreach (OGIO), and Graduate Professional Development (OGPD).

DGSA supports graduate student success by promoting opportunities for meaningful engagement in the graduate school experience.
Dedicated to recruitment and retention of underrepresented minority graduate students

Increasing the number of UF graduate students who are ethnic/cultural minorities, underrepresented in their field of study, low-income or first-generation college students

Advancing and promoting professional development for all graduate students at the University of Florida

Help students acclimate and assimilate into the University of Florida’s Graduate School

Provide students with social, informational, referral, and in some cases, financial support

Partnerships with administrative offices, academic units, research centers, student services, and organizations across campus to help students with the graduate experience

http://graduateschool.ufl.edu/about-us/offices/division-of-graduate-student-affairs-dgsa/graduate-diversity-initiatives-ogdi/

Kishmar Best- Director, Office of Graduate Minority Programs

Erin D. Rice - Coordinator, Office of Graduate Minority Programs

Sarah McLemore - Executive Secretary
• Serve as a catalyst for collaboration, leveraging existing structures and opportunities in the interest of international outreach and student success, serving as a resource for information on graduate international outreach opportunities
• Assist doctoral students to identify international teaching opportunities
• Recruitment efforts continue to move forward in targeted countries across the world, with a specific focus on Latin America.
• Collaborate with international partners and campus organizations on targeted recruitment efforts and admissions processing
• Identify all international applicants who have external support from governmental and private fellowship sources

http://graduateschool.ufl.edu/about-us/offices/division-of-graduate-student-affairs-dgsa/graduate-international-outreach-ogio/
• Expose students to a range of career opportunities within and outside academia, and to provide sessions and workshops
• Provide graduate students with additional skills and tools in areas that transcend disciplinary knowledge and content, including both written and oral communication with non-scientific audiences, the ethical conduct of inquiry, critical thinking and the like
• Collaboratively with academic and administrative units to create opportunities for students to engage in professional experiences such as internships, international experiences—teaching, research, and graduate study abroad ventures
• Encouraging our students to pursue Fulbright fellowships and other international related opportunities

http://www.graduateschool.ufl.edu/about-us/offices/division-of-graduate-student-affairs-dgsa/graduate-professional-development-ogpd/
Update on Graduate School Policies/Procedures
• Transition to the new Information Environment

• Change in GRE Policy
  • Implementation Update

• Tuition Payments for Research Assistants

• Policy on PhD Programs Reminder
  • Individual Development Plans (IDPs)
Thank You