

# Grad Partners Meeting Winter 2022

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# Staffing Updates

- Sky Seymour – Operations Analyst (Slate specialist)
- Srithip Prime – Finance Manager
- Director of Diversity & Inclusion – Position vacant



# Division of Graduate Studies Name Change

Reminder:

- Please update departmental materials (websites, handbooks, etc.) with the new name of the division.
- Start using [graduatestudies@uoregon.edu](mailto:graduatestudies@uoregon.edu)  
([gradsch@uoregon.edu](mailto:gradsch@uoregon.edu) is still active for now)



# INT'L GRAD PROCESS

**Becky Crabtree (name change!)**

International Student & Scholar Services

Division of Global Engagement, Oregon Hall

## STEP I: ADMISSION NOTIFICATION

- Receive notification of admission to DGS (w/admit letters) via Admissions
- Send welcome email w/admit letter
  - Link to Financial Documentation for Intl GR Students
  - Link to Pre-Arrival Checklist - consolidated ISSS and DGS steps
  - Link: <https://graduatestudies.uoregon.edu/admissions/new-students-orientations/admitted-students>

## STEP 2: FINANCIALS

- Receive Personal Information & Financial Verification Form
  - Submit via int'l student portal (iConnect) or via email
  - Financials only required for students applying for F-1 or J-1 visa
  - GE's – just need to submit department acceptance/award letter
- Link: <https://iss.uoregon.edu/financial-documentation-international-graduate-students>

## STEP 3: VISA PROCESS

- Issue I-20s (for visa appointment) only after evidence of financial resources/funding for one year is received
- US transfers - receive SEVIS transfer instructions
- I-20s are now sent electronically – no more Fed Ex shipments!
  - Exception - DS-2019s for J-1 visa must be sent via Fed Ex
- US Embassies are almost fully re-opened
  - Iranians must travel to third country to apply for visa

## STEP 4: ARRIVAL & ORIENTATION

- Arrival to US must be within 30 days of start of term
- International Student Orientation – in-person but not required
  - September 19 – 21
  - Collaborate with DGS
  - Link: <https://isss.uoregon.edu/iso>



# Writing Resources



- Graduate Writing Circles
- Writing Workshops
- Writing Coach, Mike Murashige
- [Survey of Programs](#) to identify existing resources and areas of need



# Slate “Insight” CRM Update

- Feedback on Program Supplements due February 21<sup>st</sup>
- User Acceptance Testing (late spring)
- Communication about process changes necessitated by new system forthcoming (deferrals, etc.)
- Go-live for 2023 applications (late summer)



# AY 2022-23 Division of Graduate Studies Recruitment Awards



- [Campus Visit Support](#)
  - **Amount:** Funds in this category doubled this year - up to \$1000 per student; \$4000 max per program!
  - **Application Process:** Program applies via short Qualtrics application, first come first served.
  - **Eligibility:** Prospective doctoral students.
- [Top-Off Recruitment Support](#)
  - **Amount:** Funds in this category doubled this year – up to \$4000 max per program. Can be requested for one student or split among multiple students.
  - **Application Process:** Program applies via short Qualtrics application, first come first served.
  - **Eligibility:** Prospective doctoral students.



- [Raymund Fellowships](#)
  - **Amount:** A stipend \$5,000 above that of a first year GE in the student's academic program plus a tuition waiver, student fees and UO student insurance.
  - **Application Process:** Departments nominate via GradWeb.
    - Nominations due February 16th, 2022 by 3pm.
  - **Eligibility:** Prospective doctoral students.
  - **Note:** We are only accepting one nominee per program this year, instead of the standard two nominees.
- [Promising Scholar Award](#)
  - **Amount:** \$6,000 award. Programs must guarantee Graduate Employment during first two years.
  - **Application Process:** Departments nominate via GradWeb.
    - Round 1 nominations deadline: February 2, 2022, 3 pm.
    - Round 2 nominations deadline: February 23, 2022, 3 pm.
  - **Eligibility:** Doctoral student or master's students in fields where doctoral degrees are not offered.



- [Lokey Graduate Science Awards](#)
  - **Amount:** Up to \$6,000 per award.
  - **Application Process:** Already allocated this year. Next year programs will receive instructions about applying for this award.
  - **Eligibility:** Doctoral students in the sciences.
- [Future Stewards Program](#)
  - **Amount:** Up to 6 terms of tuition support for new or continuing graduate students in master's or doctoral programs.
  - **Application Process:** Students apply via qualtrics
    - Deadline: March 2, 2022
  - **Eligibility:** Open to members of a federally recognized tribe of Oregon or a Native American tribe that had traditional and customary tribal boundaries in parts of the state of Oregon or that ceded or reserved lands within the state of Oregon.



- Questions?
- Detailed info can be found here:  
<https://graduatestudies.uoregon.edu/recruitment-funds-departments>



# Reminder: GE PRF Process

PRFs can now be submitted via DuckDocs (OnBase) instead of DuckDocs (Perceptive)!

More information about the GE hiring process is available here:

<https://graduatestudies.uoregon.edu/academics/policies/ge/ge-hiring-process>





# GE Reminders

- Current CBA extended through June 2023
- “Option B” – still an option for Summer 2022
- 2022-23 base rates:
  - We have reached out to schools/colleges, deadline was 2/15



# Grad Coordinator Handbook

Updated version available at:

[https://graduatestudies.uoregon.edu/sites/graduatestudies1.uoregon.edu/files/graduate\\_coordinator\\_handbook\\_updated\\_jan\\_2022\\_final.pdf](https://graduatestudies.uoregon.edu/sites/graduatestudies1.uoregon.edu/files/graduate_coordinator_handbook_updated_jan_2022_final.pdf)



# Director of Grad Studies Handbook

Updated version available at:

[https://graduatestudies.uoregon.edu/sites/graduatestudies1.uoregon.edu/files/dgs\\_handbook\\_2021-2022.pdf](https://graduatestudies.uoregon.edu/sites/graduatestudies1.uoregon.edu/files/dgs_handbook_2021-2022.pdf)



# Grading Option Changes

## For Winter 2022:

- Deadlines to change grading option:
  - March 13<sup>th</sup> in DuckWeb
  - March 28<sup>th</sup> via special request form for students graduating Winter
  - April 10<sup>th</sup> via special request form for all other students
- Courses changed to P/N will count toward the 24 graded credit requirement for master's degrees
- Departments have discretion to accept P grades in lieu of grades for departmental requirements
- See <https://registrar.uoregon.edu/2020-temporary-changes/grading-option>



# Doctoral Oral Defense Process

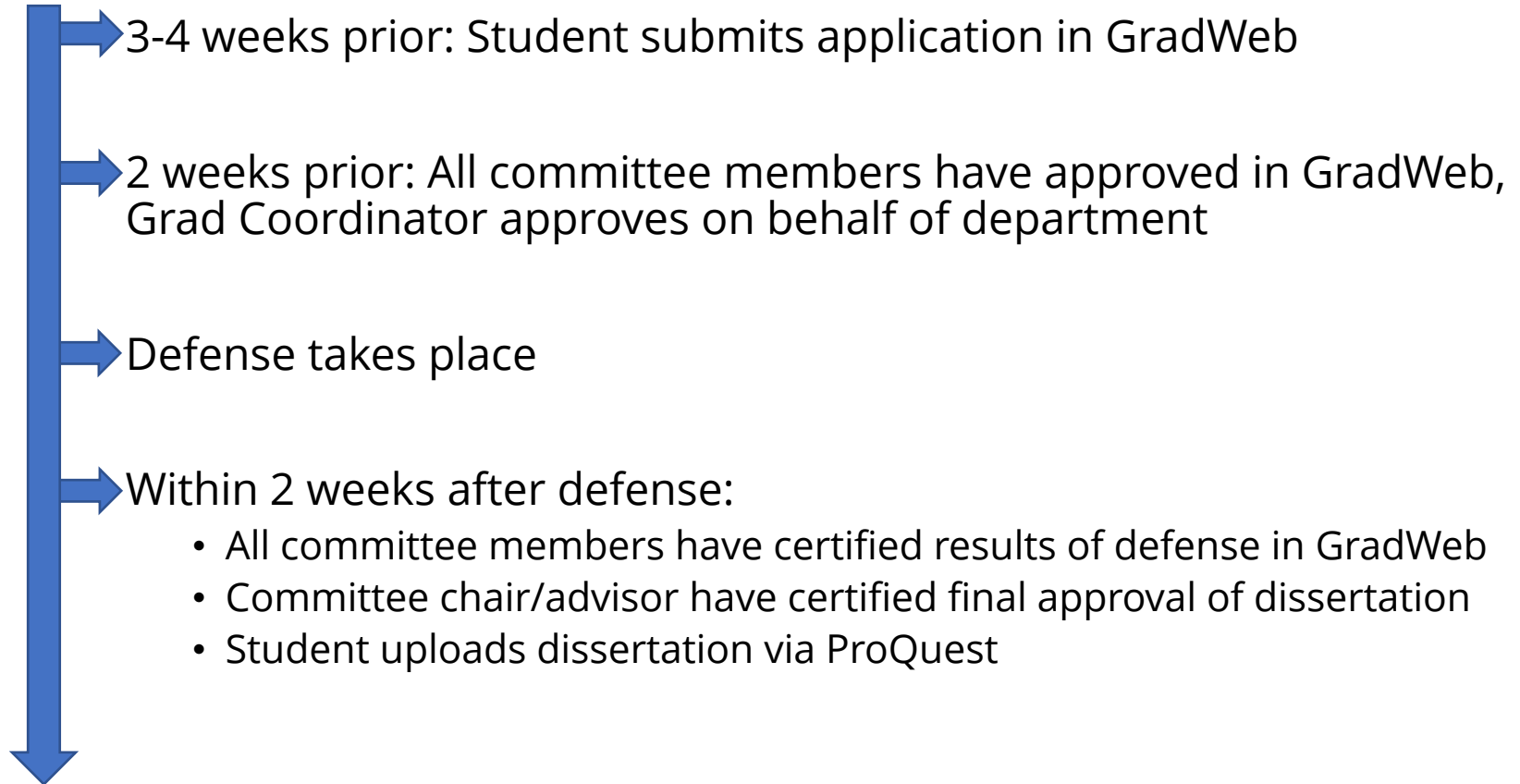
## Reminders:

- Fully remote defenses allowed (permanent policy change)
- No physical signatures required
  - Committee members log back in to GradWeb within 2 weeks after defense to certify successful defense; delegate any remaining revisions to committee chair
  - Committee chair (and advisor, if applicable) logs in within 2 weeks after defense to certify they have approved final version of the dissertation
- Deadlines
  - Complete application due **2 weeks prior to defense**
  - Approved dissertation due to GS **2 weeks after defense**

<https://graduatestudies.uoregon.edu/academics/policies/doctoral/oral-defense-procedures>



# Doctoral Oral Defense Process



# ETD Style Manual Updates

- **Increased flexibility**

- Margins
- Table of Contents
- Prefatory Pages

- **Either version acceptable through Summer 2022**

<https://graduatestudies.uoregon.edu/2016-2021-style-manual>



# Scholarships & Awards

- **Most awards have March 1 deadline**
  - Apply via UO Scholarship Dashboard (except Sylff)
  - Must complete the General Application first
- **Dissertation Fellowships:**
  - Each program may nominate one PhD student
  - Students must apply by 3/1; depts must select nominees prior to then
- **Sylff Fellowship:**
  - Application process managed by OSU this year
  - Application deadline is May 2
  - Each program may nominate one doctoral student





# Scholarships & Awards

## **Gary Smith ~~Summer~~ Professional Development Scholarship**

- No longer just for summer!
- Apps accepted on a rolling basis all year
- Up to \$3,000 for professional development expenses

## **Kimble First-Year Teaching Award**

- Two \$500 awards:
  - 1<sup>st</sup> time lab/discussion leader
  - 1<sup>st</sup> time sole instructor
- Deadline: June 30



**Questions?**

