

Summer 2022 Grad Partners Meeting



UNIVERSITY OF
OREGON

Graduate School

Staffing Updates

Two new hires starting Monday, August 29th:

tia north

Director of Diversity and Inclusion

Paolo Daniele

Director of Professional Development and Career Preparation



GE Hiring



GE Hiring/Payroll Reminders:

1. New employee forms for fall hires are due to Payroll by September 8th
2. Please remind any qualified students to submit their Summer Tuition Waiver forms before the start of fall.

ePRF Reminders:

1. Use the “Cross College” checkbox on your ePRFs for any cross-college hires. We are retiring the Qualtrics form.
2. Use the “Law Student” checkbox when hiring law students so that they get the correct GE tuition rate code.

Resources:

1. GE Cost Calculator:
We are working on a GE cost calculator.
2. GE Hiring and Payroll Training/Refresher:
We will discuss ePRF process, GE payroll, and GE hiring options.

To attend, please complete survey by Sept 1!

Admissions



Slate for Graduate Admissions

- Applications “soft launch” on September 1st, and officially launch on September 15th.
- Action Items:
 - Please review your program(s) customizations including your final deadline on this spreadsheet: [Program Customizations](#). Email hslynch@uoregon.edu if anything looks incorrect.
 - Please update your websites with the [new application link](#) as close to September 1st as possible.

Slate for Graduate Admissions

Handbooks & User Guides

- Program Staff: [Graduate Admissions Handbook](#)
- Faculty: [Slate Reader Guide](#)

Supplementary Videos

- Program Staff: [Admissions Videos](#)
- Faculty: [Slate Application Review Videos](#)

Office Hours

We will be holding drop-in office hours mid-August through mid-December. [Join via Zoom.](#)

- Mondays, 9-9:45am, August 22 - December 12
- Thursdays, 4-4:45pm, August 18 - December 15

2022 Admissions Cycle Wrap-Up

- Please update all fall term decisions
 - Any application that shows up in Apps By Major>View All must have a final admission decision by the beginning of the term.
- After the term of admission has started:
Archive Apps for term

The screenshot displays a navigation menu with the following sections and items:

- ADMIN** (selected)
- ONLINE APPS**
- ADV DEGREE**
- ADVANCEMENT**
- DOC COMM**
- ORAL DEFENSE**
- ON-LEAVE**
- AWARDS**
- HELP & SUPPORT**

Sub-menus include:

- REVIEW APPS**: VIEW ALL, NEW, VIEWED, COMPLETED, WAITLISTED, COMMITTEE DECISIONS, DECISIONS, SEARCH APPS
- APPS BY MAJOR**: VIEW ALL, NEW, VIEWED, COMPLETED, WAITLISTED, COMMITTEE DECISIONS, DECISIONS, SEARCH APPS
- DECISIONS**: ADMITTED, DENIED, DECLINED, WITHDRAWN, INCOMPLETE
- REPORTS AND ANALYSIS**: IN PROGRESS APPS, RATINGS, DECISION SUPPORT TOOL, SAVED REPORTS, DATA DOWNLOAD, DATA DOWNLOAD (NEW FORMAT), DATA DOWNLOAD (INCOMPLETE APPS), OLD DATA FILES, OLD DATA FILES (INCOMPLETE APPS), VIEW ARCHIVES
- ADMIN**: MANAGE COMMITTEES, MANAGE DEADLINES, CUSTOM FACULTY QUESTIONS, DEPARTMENT CHECKLIST, DEPARTMENTAL APPLICATION, WAIVE DEPT APP, ARCHIVE APPS, PROGRAM REQUIREMENTS, PROGRAM INFORMATION, PROGRAM EVENTS
- RECOMMENDATION**: ADD REFEREE, RESEND RECOMMENDATION, RECOMMENDATION QUESTIONS, RECOMMENDATION CONFIGURATION

2022 Admissions Cycle Wrap-Up

- Verify that the Division has approved all departmental admits.

ADMIN ONLINE APPS ADV DEGREE ADVANCEMENT DOC COMM ORAL DEFENSE ON-LEAVE AWARDS HELP & SUPPORT

REVIEW APPS
VIEW ALL
NEW
VIEWED
COMPLETED
WAITLISTED
COMMITTEE DECISIONS
DECISIONS
SEARCH APPS

APPS BY MAJOR
VIEW ALL
NEW
VIEWED
COMPLETED
WAITLISTED
COMMITTEE DECISIONS
DECISIONS
SEARCH APPS

DECISIONS ADMITTED
DECLINED
WITHDRAWN
INCOMPLETE

REPORTS AND ANALYSIS
IN PROGRESS APPS
RATINGS
DECISION SUPPORT TOOL
SAVED REPORTS
DATA DOWNLOAD
DATA DOWNLOAD (NEW FORMAT)
DATA DOWNLOAD (INCOMPLETE APPS)
OLD DATA FILES
OLD DATA FILES (INCOMPLETE APPS)

ADMIN
MANAGE COMMITTEES
MANAGE DEADLINES
CUSTOM FACULTY QUESTIONS
DEPARTMENTAL CHECKLIST
DEPARTMENTAL APPLICATION
WAIVE DEPT APP
ARCHIVE APPS
PROGRAM REQUIREMENTS
PROGRAM INFORMATION

ONLINE APPS > DECISIONS > ADMITTED

Departmental decision provided for decision type: Admitted / Accepted Offer

No new departmental decisions.

Pending List - More Documentation/information Required

Note: Click on 'Last Name' in the table shown below to sort by term or last name.

Login	First Name	Last Name	Term	Major	Dept Decision	Dept Date	Reason
-------	------------	-----------	------	-------	---------------	-----------	--------

If applicants appear in either of these lists, they have not been fully admitted by the Division. Pending list describes the reason an application has not been approved.

2022 Admissions Cycle Wrap-Up

Incoming students with outstanding requirements:

- **Final transcripts:** students admitted pending conferral of degree must submit final transcripts. Reminders will be sent to students and programs.
- **Credential Exceptions:** we will work individually with students admitted pending the review of their original documents.
- **Deferrals:** Mark students who are deferring in GradWeb as “Declined (not coming).” Detailed deferral instructions are available in our new [Graduate Admissions Handbook](#).



Division of
Graduate Studies

Graduate Student Orientation and Welcome Events

Tuesday, September 20

10:00–11:30

Prince Lucien

Campbell Hall 180

Graduate Teaching Fellows
Federation Membership Meeting
and Health Insurance Info Session

11:30–1:30

Memorial Quad

Graduate Student Welcome
Lunch and Resource Fair



*Scan for more information
on the Lunch and
Resource Fair*



Save the date! 9/20/22

GRADUATE STUDENT

WELCOME LUNCH &

RESOURCE FAIR

Tuesday, September 20

11:30-1:30

Memorial Quad in front of Knight Library

Get connected with:

- UO Health Services
- Housing
- Student Funding
- Identity Support Groups
- Career Services
- Graduate Teaching Fellows Federation (GTFF)
- Fellow graduate students
- And many more campus and community resources



SCAN TO RSVP



*Scan to access
online trainings*

Complete your Online Orientation
in Canvas

Once under contract, Graduate
Employees (GE) will need to complete
the online GE Mandatory Training by
the end of week 2, Fall Term

community.uoregon.edu

<https://gradschool.uoregon.edu/admissions/new-students-orientations>

New Students and Orientations

Training and Orientations

New Graduate Student Orientation

Welcome Lunch & Resource Fair - Sept. 20th

Required Graduate Employee (GE) Trainings

Day of Teaching - Sept. 21st



Teaching GE Language Requirement

- Non-native English speaking teaching GEs must provide one of the following:
 - Test of Spoken English (TSE): **Min. score: 50**
 - Internet-based (iBT) TOEFL Speaking: **Min. score: 26**
 - IELTS Academic Module Speaking Band: **Min. Score: 7**
 - SPEAK Test (offered by UO in September): **Min. score: 50**

graduatestudies.uoregon.edu/funding/ge/english-language-policy



Teaching GE Language Requirement

- The SPEAK test will be done by Zoom on an individual basis
- SPEAK score below 50 – required to enroll:
 - GRST 610: US Teaching Culture & Communication
 - Fridays, 10:00-11:50
 - Offered Fall term only
- Questions: Trish Pashby, pashby@uoregon.edu

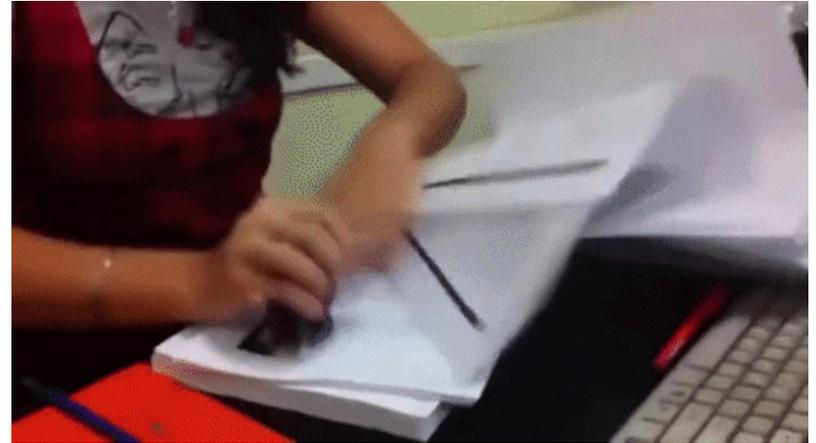
graduatestudies.uoregon.edu/funding/ge/english-language-policy



Policies and Procedures



Graduation Reminders



Master's Graduation Process

- Summer Statement of Completion deadline: September 20th (submit in GradWeb)
- Do not submit Statements of Completion until all department requirements have been met (grades are in, terminal projects approved, required Incompletes resolved, etc.)

Doctoral Graduation Processes

Reminder: the following changes were effective Fall 2021:

New deadlines

- Apply for oral defense: 2 weeks prior to defense date
 - Expectation remains that the student provide a draft to the committee at least 3 weeks prior
- Submit dissertation to Graduate School: 2 weeks after defense date

New approval processes

- Grad Coordinator can simply approve the defense in GradWeb; PDF copy no longer required to be sent to GS
- Post-defense committee approvals: Faculty will log in to GradWeb to provide their approvals
- Department approval: Grad coordinator will submit Statement of Completion in GradWeb (will mirror master's process)
- No Certificate of Completion or physical signatures required

Quick discussion if time: How are these new processes working for folks?



Doctoral Graduation Processes

Reminder: Remote Defense Policy – effective Fall 2021

- It is permissible for the student and/or committee members to participate remotely, provided the conditions below are met:
 - a) Advance agreement of the student and all committee members has been obtained;
 - b) All participants must join in with two-way audio and video connections;
 - c) Any visual aids or other materials must have been distributed in advance to the remote participants;
 - d) The committee members must participate in the complete meeting, discussion, presentation, and evaluation; and
 - e) The student is responsible for making technological and logistical arrangements.

Policy Changes

MA Language - New policy effective Fall 2023:

- *There is no university-wide language requirement for master's degrees. Departments and programs have the option of requiring or not requiring one or more languages other than English (LOTE). If one or more languages are required, the degree-granting unit is responsible for monitoring and enforcing that requirement.*
- Each program should decide what their language requirement will be
- Any changes to current requirements must be vetted by the department/program following its normal curricular procedures
- We will send Qualtrics survey to gather each program's requirements (full UO curricular review not required for changes to MA language req's)

Policy Changes

Generic Courses – New Numbering

Goal is more logical groupings of similar types of activities:

- 601 Research
- 602 Supervised College Teaching
- 603 Dissertation
- 604, 704 Internship
- 605, 705 Reading & Conference **or Special Problems**
- 606, 706 **Practicum** **or** Field Studies ~~or Special Problems~~
- 607, 707 Seminar **or Colloquium**
- 608, 708 Workshop or Laboratory Projects ~~or Colloquium~~
- 609, 709 ~~Practicum or Supervised Tutoring or Terminal Project or Capstone~~

Catalog and Fall class schedule has been updated (let us know if errors)

Coming Soon

- Ongoing review of policies and procedures
 - Let Jered know if you have ideas/feedback
- Graduate tracking/CRM (GradWeb retire/replace)
 - Ongoing project with Information Services
 - Timeline is TBD

Summer Support for International Students

- International students who had a GE appointment during AY 2021-22 as part of a multi-year funding offer commitment and do not have a GE appointment in the summer of 2022 may apply to the Graduate Student Assistance Fund for up to \$500 to support summer living expenses.
- If funding is available, students may apply for another \$500 after August 15th (funding is still available!)
- See gradschool.uoregon.edu/funding/special-assistance-funds/assistance-fund for details.

Graduate Family Resources

- Assistance Fund: up to \$1,500 for new child + \$700/year for child care
- Child care subsidy: reimburses up to 40%
- Grad Families listserv: gradstudentfamilies-join@lists.uoregon.edu
- Other resources: graduatestudies.uoregon.edu/onestop#families
- Grad Families GE: familyge@uoregon.edu



GRADUATE STUDENT ONE STOP

What do you need help with?

[Academic Resources](#)

[Professional Development](#)

[Graduate Students with Families](#)

[Funding](#)

[Graduate Employees \(GEs\)](#)

[Research Resources](#)

[Classes and Registration](#)

[UO Portland](#)

[UO Charleston](#) 

[Costs and Billing](#)

[Financial Aid](#)

[Housing, Dining, and Food Security](#)

[Campus Life](#)

[Diversity Resources](#)

[Safety](#)

[Mental Health and Wellness](#)

[Technology Resources](#)

[Transportation](#)

graduatestudies.uoregon.edu/onestop

Questions?

Division of Graduate Studies
graduatestudies@uoregon.edu