Office of Graduate and Professional Studies Overview

Dr. Karen Butler-Purry
Associate Provost for Graduate and Professional Studies

Graduate Advisor Workshop
9 July 2015
Working Draft Document

TEXAS A&M UNIVERSITY
2015-2020 STRATEGIC PLANNING

Graduate Education related
GOAL 1: Provide an outstanding educational experience for all students as evidenced by:

- Strong appreciation for the value of the educational experience
- High completion rates
- Timely graduation norms
- High placements upon graduation
We can do even better! Strategies to Improve on Goal 1

- **Strategy 1**: Commit to a University culture that values timely completion of degrees at all levels.

- **Strategy 2**: Commit to a University culture that ensures all students engage in high-impact learning experiences in their curricular, co-curricular, and extra-curricular experiences.

- **Strategy 4**: Strengthen administrative structures for multidisciplinary programs and initiatives, and reinforce their alignment with and recognition by existing disciplinary structures.

- **Strategy 5**: Enhance our ability to ensure that all faculty, staff and students - regardless of their identity – receive recognition and value for their contributions at Texas A&M University.
GOAL 2: Produce impactful new knowledge, innovations and creative works as evidenced by:

• High citation, utilization, and display of scholarly outputs

• High levels of support for our scholars

• Recognition of our scholars

• Contributions to solving society’s grand challenges
We can do even better! Strategy to improve on Goal 2

Strategy 4: Strengthen administrative structures for multidisciplinary programs and initiatives, and reinforce their alignment with and recognition by existing disciplinary structures, especially in University-focused areas of grand challenges.
GOAL 3: Place the needs of the public good at the forefront of our mission as evidenced by:

- Graduating large number of students

- Increased number of graduating students who identify as African-American or Hispanic

- Graduating students with a low student debt burden
We can do even better! Strategy to improve on Goal 3

**Strategy 10**: Reinforce and support procedures and initiatives to improve recruiting and retention of faculty, staff and students at all levels and from all backgrounds
A Brief Overview

ENROLLMENT AND DEGREES AWARDED
# Degrees Awarded Overview

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<tr>
<th></th>
<th>AY 2005</th>
<th>% of total</th>
<th>AY 14</th>
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<td>Total</td>
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<tr>
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<td>2.3</td>
<td>86</td>
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<tr>
<td>International</td>
<td>908</td>
<td>36.7</td>
<td>1053</td>
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Source: COGNOS. Excluding GV, QT and first professionals.
### Enrollment Overview

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<tr>
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<tr>
<td>International</td>
<td>2857</td>
<td>37.1</td>
<td>4307</td>
<td>40.4</td>
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</tbody>
</table>

In addition, we now enroll over 2,800 first professional doctoral degree program students in DDS, DVM, JD, MD and PharmD.

Source: COGNOS. Excluding GV, QT and first professionals.
DRAFT - OGAPS STRATEGIC PLAN
and Priorities and Initiatives 2015-2016
Draft OGAPS Strategic Plan

• **Strategic Goal 1**: Cultivate a diverse and globally aware graduate community

• **Strategic Goal 2**: Enhance the graduate experiences and development of all graduate and professional students, personally and professionally

• **Strategic Goal 3**: Practice intelligent stewardship of resources entrusted to the Office of Graduate and Professional Studies

• **Strategic Goal 4**: Lead and advance graduate education at Texas A&M University and throughout Texas and the nation

• **Strategic Goal 5**: Create and nurture an office climate that leads to excellent performance and collegiality among staff
OGAPS Priorities and Initiatives for 2015-2016 --- IT

• Next generation graduate student portal, including a new document processing submission system, etc..

• Thesis templates

• Frequently Asked Questions (FAQs), and online tutorials and tools.

• Customer service feedback mechanism to phone/website

• Explore opening the electronic student files via ImageNow to the departments/colleges

• Assess needs and enhance resources and support for off-campus and distance students
OGAPS Priorities and Initiatives for 2015-2016 --- Processes

- Streamline thesis/dissertation requirements and processes
- Outreach to build positive relationships and enhance communications with graduate advisors.
- Update forms and processing procedures to address new Graduate Faculty membership guidelines
OGAPS Priorities and Initiatives for 2015-2016

• Coordinated recruiting efforts with colleges, departments, and faculty

• Responsible Conduct of Research minimal training for graduate students

• Spring 2016 Graduate Student Campus Climate Survey

• Expand participation in NSF-funded CIRTL @ TAMU, TAMUS E&S AGEP, and G.R.A.D. Aggies – professional development and student support initiatives

• Establish guidelines for mixed graduate assistant positions
MEET THE OGAPS STAFF
Associate Provost

Karen Butler-Purry, Ph.D., P.E.

Associate Provost for Graduate and Professional Studies
Professor of Electrical and Computer Engineering

OGAPS
Supports and promotes the advancement of Graduate and Professional Studies at Texas A&M University
Leadership Team

Dr. Susan Bloomfield
Assistant Provost
Professional Development
Ombuds Services

Dr. Rosana Moreira
Assistant Provost
Admin, Recruiting and Student Success,
Ombuds Services

Vacant
Assistant to the Associate Provost

Rachelle Dudley
Chief of Staff & Director
Business Admin, Budget, HR, Administrative oversight

Dr. Laura Hammons
Director
Thesis and Dissertation Services
Records Processing

Dr. Shannon Walton
Director
Recruiting and Student Success,
Ombuds Services
Records Processing Team

- **Jana Corley**
  Assistant Director

- **Kim Widdison**
  Graduate Student Specialist IV

- **Ashley Stokes**
  Graduate Student Specialist III

- **Ashley Schmitt**
  Graduate Student Specialist III

- **Dana Foster**
  Graduate Student Specialist III

- **Dr. Laura Hammons**
  Director
  Thesis & Dissertation Services
  Records Processing

- Facilitates document processing relating to graduate students’ progress toward their specific graduate degree.

- Advises faculty, staff and graduate students on university-established policies and procedures for graduate students.
Thesis and Dissertation Services Team

- Reviews electronic theses, dissertations and records of study (ETD) for uniformity, consistency and adherence to university guidelines.
- Provides a wide range of preparation support and coordinates release of the ETD for public access.

Amy Motquin
Assistant Editor

Christine Dromgoole
Assistant Editor

Roberta Caton
Editorial Assistant

Jennifer Raye
Editorial Assistant

Dr. Laura Hammons
Director
Thesis & Dissertation Services
Records Processing

GRADUATE AND PROFESSIONAL STUDIES
Allison Harms
Administrative Assistant
Administers student fellowships, awards and grants
Processes non-resident waivers
Supports Rachelle Dudley

LaRhesa Johnson
Graduate Student Specialist IV
Supports Dr. R. Moreira, Manages front office & student workers
Processes graduate faculty membership and 689 courses, GC support

JaeCee Crawford
Senior IT Consultant

Cherise Castille
Graduate Student Specialist II

Support Services Team

Rachelle Dudley
Chief of Staff & Director
Business Admin, Budget, HR
Administrative oversight

Vacant
Administrative Assistant

• Support Services area fields all incoming phone, e-mail and walk-in inquiries.
• Manages retention of graduate student records.
• Connects students and other stakeholders with resources and information.
Ombudsman Team

Dr. Shannon Walton
Director
Recruiting & Student Success, Ombuds Services

Dr. Rosana Moreira
Assistant Provost
Admin, Recruiting and Student Success, Ombuds Services

Dr. Susan Bloomfield
Assistant Provost
Professional Development, CIRTL, Ombuds Services

Dr. Teresa Wilcox
Assistant Provost
Ombuds Services

ADVANCE Fellow
Dr. Chanda Elbert
Assistant Provost
Ombuds Services

- **Assists graduate students, faculty, staff and administrators to informally solve conflicts involving graduate students. This is accomplished by serving as a neutral listener, information resource, advisor and intermediary.**
- **Does not disclose information provided in confidence, except to address an imminent risk of serious harm.**
- **Advocates for the processes of graduate education by being equally open and accessible to all parties – students, faculty, staff and administrators.**
- **Treats all who voluntarily seek services with respect and dignity.**
Recruiting and Student Success Team

- Performs recruiting activities in coordination with colleges and departments to attract high-quality, diverse graduate students to TAMU.
- Facilitates new graduate student orientations.
- Facilitates TAMU Graduate Fellowships and Graduate Student Awards selection processes.
- Partners with faculties and graduate student organizations to support graduate student success.

Dr. Rosana Moreira
Assistant Provost
Recruiting
Ombuds Services

Dr. Shannon Walton
Director
Recruiting and Student Success
Ombuds Services

Robert Hammarburg
Graduate Student Specialist IV
New Student Recruiting and Student Success

Dr. Anna Ye Du
Management Analyst
Professional Development Team

Joelle Muenich
Graduate Student Specialist IV
Professional Development, CIRTL, CIRTL, Ombuds Services
Coordinates OGAPS workshops
Supports Dr. S. Bloomfield

Dr. Susan Bloomfield
Assistant Provost
Professional Development, CIRTL, Ombuds Services

• Administers Professional Development Repository.
• Partners with colleges and non-academic units on professional development initiatives.
• Offers professional development workshops.
• Facilitates OGAPS workshops.

Facilitates the Texas A&M University CIRTL project - an NSF-funded initiative - in partnership with STEM colleges. The CIRTL Network includes 22 institutions nationwide focusing on professional development in teaching for (STEM) doctoral and post doctoral scholars.
Facilitates the Texas A&M University-led alliance of Texas A&M System institutions on the Energy & Sustainability AGEP project. Focuses on increasing the number of underrepresented minorities who complete science, technology, engineering and mathematics (STEM) doctoral degrees and continue on to the professoriate and competitive post doctoral positions.

Provides opportunities and also partners with STEM departments, colleges, faculties and student organizations on activities to support the project goal.
Calendars, E-mail addresses, Phone numbers, Brown Bag Meetings

CONTACT INFORMATION
OGAPS Calendar Subscriptions

http://ogaps.tamu.edu/calendars

Instructions on how to subscribe using your device

Click the headings to view the events listed in a calendar without subscribing

Description of what each type of subscription link is used for:
- RSS Feed
- Download .ics File
- Add to Calendar
- PDF Document

Click here for instructions on how to subscribe.
OGAPS Calendar Subscriptions

http://ogaps.tamu.edu/calendars

Calendar subscriptions are separated by term and type:

Terms
- Spring
- Summer
- Fall
- Academic Year

Types:
- OGAPS Events
- Master’s Non-Thesis Option Dates & Deadlines
- Master’s Thesis Option Dates & Deadlines
- Doctoral Dates & Deadlines
- Awards & Fellowship Dates & Deadlines
- Graduate Advisor Brown Bags
- Ask OGAPS Series
- Graduate Student Workshop Series
Contact Information

OGAPS and Thesis & Dissertation Services
112 Jack K. Williams Administration Building
(979) 845-3631
http://ogaps.tamu.edu

General Contacts

ogaps@tamu.edu - Office of Graduate and Professional Studies
ogapsprocessing@tamu.edu – Records Processing
thesis@tamu.edu - Thesis and Dissertation Services
ogaps-tatep@tamu.edu - New Teaching Assistantship Training & Assessment Program
ombuds@tamu.edu - OGAPS Ombuds services
ogaps-award-admin@tamu.edu - OGAPS Awards Administrator
ogaps-fellowship-admin@tamu.edu - OGAPS Fellowship Administrator
GradCouncilAdmin@tamu.edu - Graduate Council Administrator
grad-aggies@tamu.edu – Professional Development
OGAPS will host several meetings in Fall 2015 and Spring 2016 on various topics such as Compass refresher, Ombuds/Grievance Procedures, Degree Evaluations, etc.

Watch for a late summer email detailing date, time, topic and location information.