

Graduate Program Director Orientation

Friday, September 29, 2017
110 Chittenden Hall, The Graduate School

8:30-10:45

For new graduate program directors

- Introduction to the Graduate School
- Panel of current grad program directors: What is a GPD? What are the unique opportunities and challenges of the position?
- Policies and offices you should know
<https://grad.msu.edu/policies-and-procedures>
- Scenarios and discussion

10:45

Break

11:00-12:15

For all graduate program directors

- Office of the Ombudsperson, Dr. Robert Caldwell, University Ombudsperson
- International Student Recruiting, Dr. Robert Coffey, Assistant Director of Admissions, Sponsored Student Recruitment Coordinator
- Graduate Student Mental Health: CAPS, ISPP and Graduate School resources, Dr. Scott Becker, Director of Counseling Services
- gradSERU
- GradPlan and GradInfo
- Prospective Doctoral Recruitment and Retention Program (application deadline October 30)
- Graduate student files and data retention
- Graduate School professional development opportunities for students (CIRTL, AGEP, BEST, teaching and writing fellows, workshops)

12:30-1:15

Working lunch

- Meeting the new RCR requirements: resources and models
Dr. Stephanie Watts, Assistant Dean, Graduate School