Step One: Onboarding
Today’s Topic

The process of acceptance through orientation for newly admitted graduate students.

>See us in Puerto Rico for an in-depth presentation on our orientation practices!
Texas A&M University

Biochemistry PhD

Rafael Almanzar

Academic Advisor
Office for Student Success

Texas A&M University
- Research one flagship institution with total enrollment of nearly 69,500 (~15,000 grad students)
- Located in College Station, Texas
- 16 colleges - all decentralized and governed differently from each other

Biochemistry & Biophysics PhD Program
- Served as graduate advisor from Jan. 2014 - Aug. 2019
- Total of 125 PhD students
- Admit 20-25 new students each fall
- 50% domestic students & 50% international students
  - Majority from India & China
Melissa Brown
Manager of MS Programs
Mechanical Engineering

Carnegie Mellon University
- Private research university with total enrollment of 14,799
  - 7,711 graduate students
- Located in Pittsburgh, Pennsylvania with various locations worldwide (Africa, Australia, Qatar, etc.)
- 7 colleges - all decentralized and governed differently from each other

Mechanical Engineering (in-person, Pittsburgh campus)
- Department within the College of Engineering
  - 7 departments and 2 institutes
- 391 graduate students
  - 226 MS and 163 PhD out of 784 total students
- Enroll approximately 125 new MS and 40 new PhD per Fall term
- International students: 65% MS and 50% PhD
  - Majority from India and China
Webster University Graduate Advising Team

Kyle McCool
Senior Director
Academic Advising

Webster University
- Home campus is located in St. Louis, MO
- Global campuses in North America, Europe, Asia, Africa, and online
- In addition to the home campus, students in the U.S. may attend a military or civilian campus, and have options to attend online in both synchronous and asynchronous environments.
- Programs include Business, Communications, Arts, Sciences, and Education
- Student population of 12,179 (7,970 graduate students)

Graduate Advising Team
- Advises graduate students across the United States, all modalities, most programs
  - Largest programs - MBA, Management, HR
- 5 entry terms/year
Indiana University Bloomington (IUB)
- Flagship residential campus of the IU system
- R1 institution; 49k+ students

School of Social Work
- Systems school on 7 IU campuses
- Hybrid online, completed in 1-2 years
- IUB campus admits 50 students annually, total of 75 students
  - Primarily domestic enrollment
  - Students from a variety of degree backgrounds
  - 1st, 2nd, and 3rd career students

Colleen Rose
Student Services Coordinator & Recruitment Specialist
Indiana University Bloomington
Katelyn Talbott
Academic Advisor
MS/Library and Information Science

University of Illinois at Urbana-Champaign
- R1 flagship institution with enrollment of 51,100+ students (17,300+ graduate and professional students)
- Graduate College oversees nearly 124 programs, but programs are housed in decentralized colleges and schools.

School of Information Sciences (Fall 2019)
- MS/Library and Information Science: 527 total (~ 350 online)
- MS/Information Management, MS/Bioinformatics, CAS, & PhD: 349 (online and in-person)
- #1 Library and Information Science degree by US News & World Report since 1996
University of Illinois Urbana-Champaign

Gies College of Business

Gies College of Business at UIUC

▪ #4 Business School with Best 2018 Employment record (Poets & Quants)
▪ In the top 10 Public Business Schools in the Nation (U.S News & World Report)

iMBA

▪ Average Student: 37 years old with 11 years of work experience
▪ Our students come from 70+ of the fortune 100 companies,
▪ Our students call 90+ different countries home
  ▪ Or come from one of 47 states
▪ Currently have over 3,000 students in our program and forecasted to bring in 1,000 more for August 2020

Allyssa Finder

Academic Advisor
Illinois Master’s of Business Administration
MODERATOR
Audience Poll #1

What do you find most challenging about onboarding?

- 1. Keeping students engaged
- 2. Holding students accountable
- 3. Retention/melt
- 4. Succinctly describing campus policies or processes
- 5. Student/advisor working technology
Orientation Milestones

✔ Off Campus Survival Manual (February)
  ✔ Housing, information about the town, managing a budget, student services

✔ Mentor - Mentee Program (April/May)
  ✔ Once accepted, completion of a survey to match student with a current graduate student

✔ Additional Paperwork - Biochemistry Program’s Accounting Office (August)
  ✔ Background check
  ✔ Health Insurance
  ✔ Submit transcript(s)

✔ International Student Services (August)
  ✔ New international students work with ISS advisor for student visa requirements
Orientation Milestones

**Pre-Arrival**
- Welcome
- Incoming student checklist
- Registration guide
- 1:1 Advising meetings (Zoom)
- Connect with current students
- Students register for classes
- Ready for the Fall semester?

**Post-Arrival**
- Check-in sessions
- Orientation
- Department picnic
Orientation Milestones

✔ Admissions Letter

✔ New Student Registration Website

✔ New Student Checklist

✔ Newly Admitted Advising Appointment

✔ Orientation Week
  ✔ Required Session
  ✔ Optional Activities
Orientation Milestones

- ✔ New Student Advising Appointment
  - ✔ Program overview information and initial course registration
  - ✔ Follow up email from advisor
    - ✔ Link to New Student Checklist
- ✔ Students taking an online course are invited to an online course sandbox, demo course, and online orientation provided by the Online Learning Center.
- ✔ Students near the St. Louis area (regardless of course modality or program) are invited to attend the Fall or Spring New Graduate Student Orientation
Indiana University >
School of Social Work >

Orientation Milestones

✔️ 1st Email (includes program dates and onboarding appointment requirement)

✔️ 1:1 onboarding appointment with graduate advisor

✔️ Onboarding follow-up email (handbook agreement and supplemental online orientation modules)

✔️ Face-to-face group orientation (self-paced via LMS during pandemic)

✔️ Social meet and greet with students and faculty
Audience Poll #2

How many of you are shifting your onboarding processes this summer/fall?

1. Yes, had to change modality
2. No, already all set!
3. Other, it is a wait-and-see game right now
4. Other, we do not have any onboarding processes at this time
How has COVID-19 changed your onboarding process and/or student needs?
If you work with international students, what are the unique needs and programs that you offer as part of your onboarding process?
Audience Poll #3

Open-ended question (answer in chat):

What element(s) are you most excited to add/enhance for your onboarding process?
Please, reach out!

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