

Step One: Onboarding

Graduate &
Professional
Student Advising
Community
Webinar

16 June 2020



NACADA
THE GLOBAL COMMUNITY
FOR ACADEMIC ADVISING

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



Carnegie Mellon University

Mechanical Engineering

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**

**School of
Social Work**

Colleen Rose

**Student Services Coordinator & Recruitment Specialist
Indiana University Bloomington**

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



University of Illinois Urbana- Champaign

School of Information Sciences



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 iMBA



Allyssa Finder

Academic Advisor

Illinois Master's of Business Administration

MODERATOR

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



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



Texas A&M University >
Biochemistry PhD >

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



Carnegie Mellon University >
Mechanical Engineering >

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



University of Illinois Urbana-Champaign >
School of Information Sciences >

Orientation Milestones

- ✓ Admissions Letter
- ✓ New Student Registration Website
- ✓ New Student Checklist
- ✓ Newly Admitted Advising Appointment
- ✓ Orientation Week
 - ✓ Required Session
 - ✓ Optional Activities



**Webster University >
Graduate Advising Team >**

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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