Dear Graduate Faculty,

With the new semester underway, I’d like to update you on a few things related to Graduate Studies.

**Graduate online application** went live in March. Applicants are able to upload all necessary documents for the departments in one seamless application. Faculty are able to review the applications using AppReview (link available from MyUNM). I’m happy to visit any department that would like a formal introduction to this process.

**Assistantship contracts** will soon be processed in a new method using electronic signatures. This will decrease the amount of time to get a student started and eliminate the necessity of signing and carrying paperwork across campus. As we process about 4500 contracts per year, it is always helpful when departments can initiate contracts early. Further, it is always helpful to hear from departments in the event that delayed contracts are expected because of contract starting date issues.

**Mentoring** graduate students is one of the most important things faculty do. A recent UNM Alumni survey showed that graduate students appreciated the relationship with faculty considerably more than undergraduate students. Never underestimate the positive influence that you can have on students.

**Research and Project Travel Grants** are changing this academic year (and no longer have the same name). The Graduate and Professional Student Association is administering grants (professional development and student research) associated with their fees. Encourage your students to look for opportunities from GPSA. With funding provided by the Office of the Vice President for Research, Graduate Studies will offer Doctoral Travel Grants for doctoral students presenting at national conferences.

**Graduate Resource Center** (unmgrc.unm.edu) offers writing camps, workshops, and consultations. Encourage you graduate students to use this resource. Consider having your student present at the Shared Knowledge Conference in the spring. Once again, there will be a contest for presenting your research/scholarship in 3 minutes (SKC180).

**Academic Integrity & Research Ethics** (AIRE, grad.unm.edu/aire) provides the campus an ethics training resource. All students and post-docs who receive funding/support from the NIH, USDA, or NSF must complete 8 hours of face-to-face instruction in the responsible conduct of research (RCR).

**Graduate catalog** needs updating. This is the domain of the Senate Graduate and Professional Committee. In particular, we’d like feedback on the faculty categories and guidelines for hybrid theses.

**Graduate enrollment plans** are being developed in conjunction with the schools/colleges to identify programs with the most opportunities for growth. Growing strategically can be beneficial to the entire university.

Our website, grad.unm.edu, regularly spotlights our graduate students and their work, announces dissertations, and provides a wealth of information for students and faculty. One of my goals this semester is to meet more of you by attending various defenses around campus. Feel free to contact me with any information, questions, or concerns.

Sincerely,

Julie Coonrod, your Graduate Dean