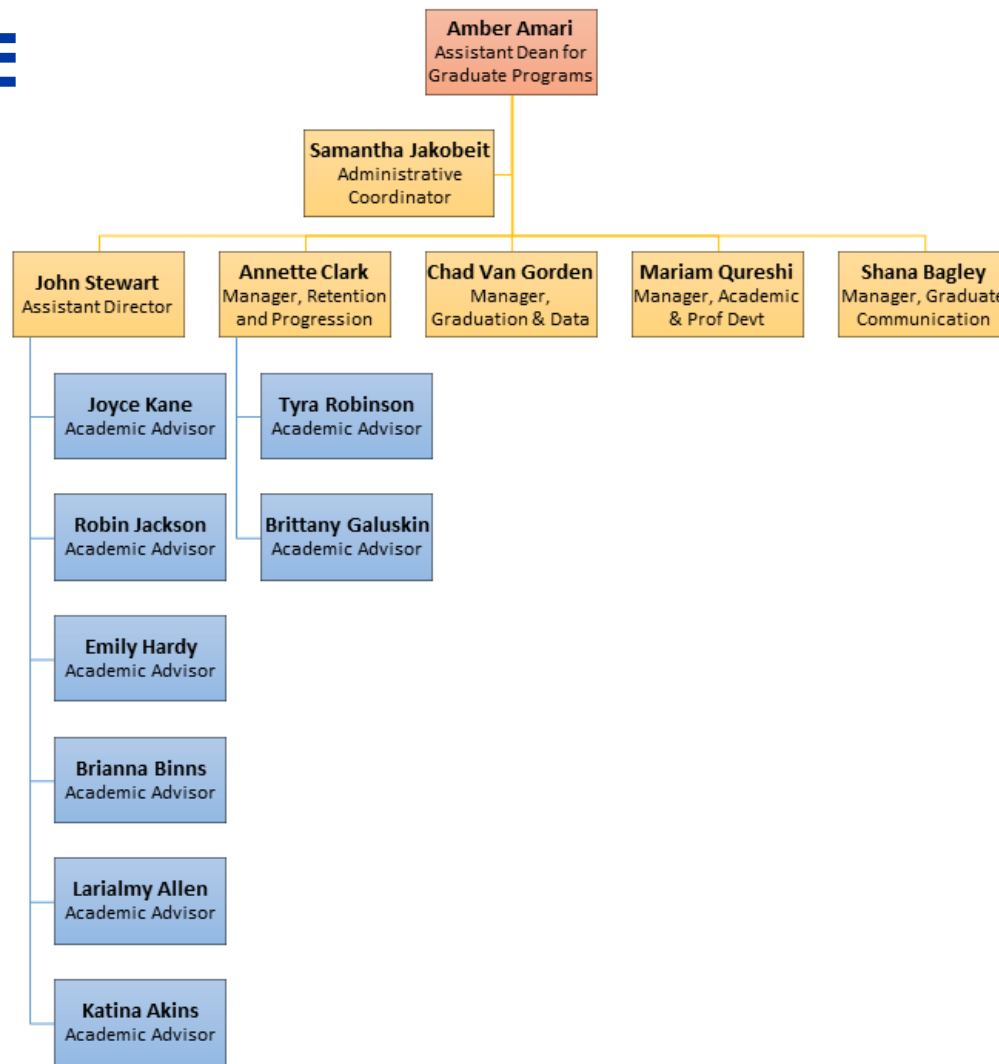


Graduate Services Team Introduction

COLLEGE OF ARTS & SCIENCES

MEET THE OFFICE OF GRADUATE SERVICES (OGS) TEAM



Who is My Assigned OGS Advisor?

Advisor	Contact	Graduate Programs
Annette Clark	aclark110@gsu.edu	Psychology
Joyce Kane	jkane3@gsu.edu	English, Philosophy, World Languages & Culture
Robin Jackson	rmjackson@gsu.edu	History, Heritage Preservation, Political Science
Tyra Robinson	trobenson100@gsu.edu	Computer Science, Africana Studies
Brittany Galuskin	bgaluskin1@gsu.edu	Communication, Sociology, Gerontology
Katina Akins	kakins@gsu.edu	Math & Stats, Physics & Astronomy, Religious Studies
Larialmy Allen	lallen47@gsu.edu	Biology, Women's Gender & Sexuality
Emily Hardy	ehardy5@gsu.edu	Neuroscience, Applied Linguistics, Anthropology
Brianna Binns	bdeas1@gsu.edu	Chemistry, Geosciences

How Does the OGS Team Support Your Department?

Recruitment &
Admissions

Retention &
Progression

Graduation
Review &
Clearance

Student Grievance
& Academic
Honesty Support

Academic &
Professional
Development

Graduate Program
Reporting



Recruitment & Admissions

What stays the same?

- Enrollment planning
- Slate troubleshooting and customization
- Dedicated staff advisor to support DGS and grad committee in application review and decision communication
- Support with recruitment, yield, and orientation/onboarding activities
- Frontline staff member to triage applicant/student inquiries and liaise with Grad Admissions

What's new?

- Consistency in service across departments
- Templated and automated communications
- Stronger reporting

Timeline

- July
 - 2022 application launch
 - Templated offer letters
 - Revised applicant instructions
 - Customized applicant reports
- August - December
 - Automated drip campaign
 - Additional committee reports

Retention and Progression Support

What stays the same?

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- Dedicated staff advisor to support DGS and to help advise graduate students on policies/procedures and course selection (when appropriate)
- Noncourse milestone tracking
- Exam and committee support
- Graduation clearance
- Troubleshooting financial aid and registration issues
- Tuition waiver placement

What's new?

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- Consistency in service across departments
- No handoff between department staff and college staff
- Regularized student tracking systems
- Department level milestone management
- Course permissions and overrides

Timeline

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- July
 - Pre-existing OGS advisors complete graduation audit for all departments
 - Department meetings
 - Cross-functional training
- August - December
 - New advisor assignments effective August 9
 - Onedrive/Sharepoint sites established for student tracking databases
 - Complete electronic forms conversion

Looking Ahead: Retention and Progression

- Develop a holistic graduate student success tool that tracks the complete lifecycle of all graduate students who enter a program.
- Create more nuanced graduate program reports that segment students based on a wide range of criteria, including demographics and progression markers.



Communicating with OGS Team

- OGS team will be located on the 3rd floor of 25 Park Place.
- Mix of on-campus and remote working.
- All OGS team members are expected to be responsive and accessible via MS Teams, Webex, Outlook, and phone.
- Dedicated OGS advisors are expected to have a presence in department for graduate student-related events.



QUESTIONS?

Please use 'raise hand' feature or type a question into the chat

WE ARE HERE TO SUPPORT YOU!

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John Stewart - Assistant Director: jstewart20@gsu.edu

Annette Clark, Manager - Retention & Progression: aclark110@gsu.edu

Chad Van Gorden, Manager - Graduation & Data: cvangorden1@gsu.edu

Mariam Qureshi, Manager - Academic & Professional Devt: mqureshi@gsu.edu

Shana Bagley, Manager – Graduate Communication: sbagley@gsu.edu

25 Park Place, 3rd Floor

Phone: 404-413-5040

<https://cas.gsu.edu/graduate-services/>