It is my pleasure to welcome you to the inaugural edition of The Graduate School newsletter, GradNews! The Graduate School is dedicated to improving the quality of graduate and postdoctoral education at the University of Utah, and provides fellowships, benefits, and training to enable the success of our students, postdoctoral scholars (postdocs), and faculty. As part of this effort, our office is partnering with the Office of the VP for Research to provide new ‘best-practice’ training and resources for faculty mentorship of students and postdocs. As Dean of the Graduate School, I am working with our staff to improve communication with the entire University community.

GradNews is part of this ongoing effort. I hope that you will find GradNews useful as a quick reference for keeping track of deadlines for various benefit, scholarship, training and award opportunities offered by The Graduate School. I also encourage you to visit our recently updated web page gradschool.utah.edu for current information on these opportunities. In addition to the usual thesis forms and guidelines, our web page will also include new resources for faculty mentorship of graduate students and postdoctoral scholars.

Your ideas and feedback are important. Please do not hesitate to email me at dave.kieda@utah.edu, or visit me at The Graduate School Dean’s Office (302 Park).

I look forward to seeing you on campus!
The Diversity office provides resources to recruit and retain students from communities underrepresented in higher education. Our office’s recruitment initiatives include the University Visit Program, Excellence Through Diversity Fellowship, and a STEM Graduate Preparation Institute. Retention initiatives such as the diversity mini-grants, conference travel awards, and student advising and advocacy are available. We partner with academic programs and departments to offer students support and resources. Please visit our website and stop by our office to learn how we can assist you.

Where can I find information about graduate diversity fellowships?

For a listing of diversity fellowships offered at the U and off-campus, please visit:

Diversity Office
http://gradschool.utah.edu/diversity

Office of Fellowships and benefits
http://gradschool.utah.edu/tbp

What was the graduate student enrollment based on race and ethnicity for 2012-2013 academic year?

<table>
<thead>
<tr>
<th>Race/Ethnicity</th>
<th>Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pacific Islander/Native Hawaiian</td>
<td>24</td>
</tr>
<tr>
<td>American Indian/Alaska Native</td>
<td>28</td>
</tr>
<tr>
<td>African American</td>
<td>72</td>
</tr>
<tr>
<td>Asian American</td>
<td>268</td>
</tr>
<tr>
<td>Latina/o</td>
<td>327</td>
</tr>
<tr>
<td><strong>Total Graduate Students</strong></td>
<td><strong>7548</strong></td>
</tr>
</tbody>
</table>

Data compiled by Dr. Brenda Valles, Director of Research and Assessment, Office of Equity and Diversity.

A full report on diverse student enrollment, enrollment trends, and faculty demographics can be found at http://diversity.utah.edu/data.

Conference Travel

Did you know The Graduate School can help fund your conference travel? Last year we awarded over $100,000 to more than 250 students traveling around the globe to present their research. Graduate students who are presenting research at a conference and have financial support from their home department are eligible for travel funding from The Graduate School. If you are traveling to a conference this year, we encourage you to apply as soon as you can. Talk with your department coordinator or visit us online at http://gradschool.utah.edu/current-students/graduate-student-travel-assistance-award/.

“With the Graduate Research Travel Assistance Award, I was able to attend the 2013 International Congress of Developmental Biology meeting in Cancun, Mexico. I presented my work on diaphragm muscle development and how defects in this development produce congenital diaphragmatic hernias. I hope to use the experience I gained and continue the friendships I have formed at this conference throughout my career, and I appreciate the opportunity the Graduate Research Travel Assistance Award gave me to attend the meeting.”

Allyson Merrell, Department of Human Genetics

When should I turn in my application?

Because we accept applications on a first-come first-served basis, the only hard deadline is before you travel. However, if you turn your application in the same month you travel, it is not likely you will be funded. You should turn it in as soon as you know you will be traveling. A good rule of thumb is at least three months in advance.

If I am waitlisted, what are my options?

Being waitlisted is not the end; we have many students who are awarded funds after they travel. Before your department coordinator processes your final reimbursement for the trip, they should check with us to see if any funds have become available.

Deborah Sabey
Administrative Officer
801-581-7642
deborah.sabey@gradschool.utah.edu
The Thesis Office assists students in meeting the thesis/dissertation formatting guidelines set by the Graduate Council, the Marriott Library, and ProQuest UMI. Our office also checks grammar, spelling, and punctuation, and ensures that each manuscript adheres to departmentally approved style guides in the use of terms, numerals, and a variety of other standards relevant to the student’s field of study. At the end of the editing process, students have a document of publishable quality.

The thesis editors also provide formatting feedback prior to the oral defense, help students follow copyright law when they incorporate previously published material in a thesis or dissertation, and assist nonnative English speakers as needed.

Two University of Utah graduate students were nominated for the 2013 Council of Graduate Schools/ProQuest Distinguished Dissertation Award.

Roxana Arauco was nominated in Biology and Life Sciences for her dissertation, "Diversity and Species Interactions in Ant Communities of Amazonian Rainforests in Southeast Peru."

Jenel Cope was nominated in the Humanities for her dissertation, "Creating Criminals: Law Enforcement Culture and Identity in the Federal Bureau of Investigation's Counterintelligence Programs."

We are pleased to showcase the achievements of our graduate students.

Help! I need to finish writing my thesis and struggle to dedicate time to the project. Any suggestions?

Apply to participate in the Dissertation Writing Boot Camp over Fall break, October 14 - 18. You will write between 8:30 a.m. and 1:00 p.m. (or later) Monday through Friday in a space with minimal distractions but with peer support and subject-matter experts close at hand. Apply by September 30, 2013. More information can be found at http://postdocs.utah.edu/dissertation-writing-boot-camps. No excuses!

What do I need in order to submit my thesis/dissertation?

The Thesis Office requires that both the Supervisory Committee and Final Reading Approval forms with original signatures in ink be submitted along with a single-sided hard copy of the manuscript. These forms are legal documents that notify us that the committee has approved the content and that our office is authorized to begin the publication process.

Can I submit my document electronically?

Although the Thesis Office begins the editing process with single-sided hard copies, it is possible for students to do the majority of the editing process electronically.

What happens if I am living out of state/out of the country during the editing process?

Students may submit their manuscripts remotely using a few simple processes already in place. Students who will be leaving prior to or during the editing process should contact the Thesis Office so that appropriate arrangements can be made.

Who can I call if I have questions or need more information?

The Thesis Office is always happy to answer student, staff, or faculty questions.

Kelly Harward
Thesis Editor
801-581-8893
kelly.harward@gradshcool.utah.edu

David Sallay
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Tracy Rees
Assistant Thesis Editor
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The Fellowships and Benefits Office administers the Graduate Tuition Benefit Program and Subsidized Insurance Program, in addition to offering many fellowship and scholarship opportunities. Our office plays a vital role in the financial support of graduate students across campus.

We recently announced our 2013-14 fellowship and award recipients. We are happy to announce that Ashish Bhatia is this year’s recipient of the Garr Cutler Energy Prize, which celebrates the University’s best energy-related academic paper. Timothy Edgar is the winner of this year’s Thomas G. Stockham Medal for Conspicuously Effective Teaching. The Stockham Medal is not necessarily awarded every year, but is reserved for truly excellent student teachers. We are very proud of all of this year’s fellowship winners. For a full list of Marriner S. Eccles, Steffensen Cannon, Graduate Research Fellowship, and University Teaching Assistantship award recipients visit: http://gradschool.utah.edu/tbp/2013-2014/.

We are also excited to announce that Daniel Dixon has won a Fulbright award for the 2014-15 academic year! Daniel received an English Teaching Award (ETA) award, and he will serve as an English Teaching Assistant in Brazil. Additionally, he is planning on making a documentary as his side project. Congratulations on this achievement, Daniel!

If I am interested in applying for a Fulbright award, when should I get in touch with the Fellowships Office?

The application cycle for a 2015-2016 academic year award begins in May of 2014. Since the Fulbright award is very competitive, we suggest that you get in touch during the Fall semester 2013 to begin preparing your application. We will hold workshops in the Spring of 2014 to help hone your essays and better prepare you for the application process.

The Fulbright Program aims to bring a little more knowledge, a little more reason, and a little more compassion into world affairs and thereby increase the chance that nations will learn at last to live in peace and friendship.

Senator J. William Fulbright

Fulbright U.S. Student Program

For over 65 years, the Fulbright U.S. Student Program has been creating opportunities for academic relationships to be fostered around the globe. Candidates recommended for Fulbright grants have high academic achievement and demonstrated leadership potential. The program provides 8,000 grants annually for students to undertake graduate study, advanced research, university lecturing, and classroom teaching, spanning the fine arts, humanities, social sciences, mathematics, natural and physical sciences, and professional and applied sciences.

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Senator J. William Fulbright

Daniel Dixon
Department of Linguistics

Fulbright U.S. Student Program

The Fulbright Program aims to bring a little more knowledge, a little more reason, and a little more compassion into world affairs and thereby increase the chance that nations will learn at last to live in peace and friendship.

Senator J. William Fulbright

N. Jolyn Schleiffarth
Coordinator of Fellowships and Benefits
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jolyn.schleiffarth@gradschool.utah.edu
Graduate Records Office

The Graduate Records Office provides our graduate community support for the online Graduate Students Summary in the Graduate Tracking System located in the Campus Information Services (CIS). We review students' online files, approve supervisory committees, process exception petitions, and help graduate students become familiar with and adhere to University policies and procedures. For more information visit http://gradschool.utah.edu/graduate-catalog.

We encourage students to review their Graduate Student Program Plan Audit frequently as it has a summary of what remains to be completed in order to graduate.

International Teaching Assistant Program (ITAP)

The International Teaching Assistant Program (ITAP) has been supporting the University community for 20 years. Growing from 25 students to 140 students, international graduate students from 27 departments and programs and 29 different countries are screened for English proficiency and learn about what to expect from the undergraduate students they will teach. Working with international graduate students across our campus, the ITAP is a key component of the success of our international scholars at the U. Please visit us at http://utah.edu/ita.

Diane Cotsonas
Program Manager
801-585-6659
diane.cotsonas@utah.edu

What is the time limit for a master's degree? Four years.
What is the time limit for a PhD degree? Seven years. Check with your department for policies and exceptions.

If an international graduate student has received an undergraduate degree in the U.S. or Canada, do they still need ITA Clearance in order to qualify for a tuition benefit?

Yes, all ITAs need ITA Clearance. Those with an undergraduate degree are exempt from the ITA training, but must still show an adequate level of spoken English proficiency.
Office of Postdoctoral Affairs

Do I qualify for a Postdoc Travel Assistance Award?

If you are currently a postdoc at the U, have not previously received a travel award from our office, and will be presenting at a conference, you can fill out an application at [postdocs.utah.edu](http://postdocs.utah.edu) to receive up to $500 for travel expenses!

How can I get involved with the Utah Postdoc Association (UPDA)?

There are many ways to get involved. Join the UPDA facebook page. Make sure you are on the distribution list to receive email messages about upcoming events and free workshops. Attend a UPDA meeting to get involved in current issues at the U or join the UPDA Board. Visit [http://upda.utah.edu](http://upda.utah.edu) for more information.

Jennifer Mabey
Administrative Program Coordinator
801-585-7254
jennifer.mabey@utah.edu

Graduate Council Reviews

Graduate Council reviews for programs offering graduate degrees are administered by The Graduate School. Program reviews provide a mechanism for change and improvement by creating a structured, scheduled opportunity for a program to be examined. Academic units are reviewed every seven years and approximately 10 departments participate in the process during each academic year. During the review process, teams of both internal and external reviewers are engaged to conduct one- or two-day site visits to departments.

During their visits, reviewers have the opportunity to meet with students to discuss their experiences in connection with quality of instruction, curriculum, advising, etc. For the review teams, the student voice is valued and is often mentioned as one of the high points of their visit. Hearing candid and constructive feedback from students about their experiences is essential to the overall review process. We encourage student participation in the review process and want you to know your input is appreciated. Your department administrators will let you know when these reviews are scheduled.

A Message from the Associate Dean

Donna White
Associate Dean
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d.m.white@utah.edu

As Associate Dean of The Graduate School, I am delighted to see this inaugural issue of GradNews come to fruition. Since January, the staff has worked collaboratively to create and publish the first newsletter from The Graduate School in over a decade. In an effort to reach out to graduate students and postdoctoral scholars, I hope GradNews is informative and highlights some of the important services provided by The Graduate School. Thank you and have a productive semester!
Events and Deadlines

**September**

- **September 16 - 27, 2013**
  Student portion ($174) of subsidized insurance due to Income Accounting

- **September 19, 2013**
  Utah Postdoctoral Association general meeting (HSEB 4100B)

- **September 23, 2013**
  Deadline to complete "Graduate Tuition Benefit Approval" in CIS.

- **September 27, 2013**
  Underrepresented Graduate Student Social (Mestizo Coffeehouse)

- **September 30, 2013**
  Diversity Mini-Grant Application deadline

- **September 30, 2013**
  Dissertation Boot Camp application deadline

**October**

- **October 14 - 18, 2013**
  Dissertation Boot Camp

**November**

- **November 1, 2013**
  Submission of defended manuscript for format approval

- **December 9, 2013**
  Submission of final copy for thesis release

- **December 20, 2013**
  Distinguished Mentor Award deadline

**January**

- **January 3, 2014**
  Deadline to have online file cleared for graduation (departments and students)

- **January 3, 2014**
  Marriner S. Eccles Graduate Fellowship applications due

- **January 10, 2014**
  Steffensen Cannon Fellowship applications due

- **January 17, 2014**
  Graduate Research Fellowship applications due

- **January 25, 2014**
  University Teaching Assistantship (UTA) applications due

- **February 3, 2014**
  Stockham Medal for Conspicuously Effective Teaching nominations due

- **February 3, 2014**
  Garr Cutler Energy Award submissions due
Map

The Graduate School
302 Park Building

http://gradschool.utah.edu