

Graduate Studies at Clayton State

CLAYTON STATE UNIVERSITY

PRESENTATION OVERVIEW

Early Definition of Terms School of Graduate Studies = SoGS

- Overview
- Enrollment Data
- Why focus on graduate programs?
- Structure
- Opportunities
- Questions

OVERVIEW

Graduate Degree Programs

- Master of Archival Studies (Online)
- Master of Arts in Liberal Studies
- Master of Arts in Teaching
- Master of Business Administration (Online and Onsite)
 - Human Resource Leadership (Post M.B.A. Certificate)
 - International Business (Post M.B.A. Certificate)
 - Supply Chain Management (Post M.B.A. Certificate)
- Master of Health Administration
- Master of Public Administration (Fall 2019/Online)
- Master of Science in Criminal Justice (Teaching Out)
- Master of Science in Nursing (Online)
 - Family Nurse Practitioner (Post M.S.N. Certificate)
- Master of Science in Clinical/Counseling Psychology

HEADCOUNT ENROLLMENT ACADEMIC YEAR

| | 2014 | 2015 | 2016 | 2017 | 2018 |
|--------------|--------------|--------------|--------------|--------------|----------|
| Fall | 390 | 425 | 441 | 448 | 441 |
| Spring | 400 | 427 | 464 | 423 | 453 |
| Summer | 260 | 301 | 273 | 260 | - |
| Total | 1,050 | 1,153 | 1,178 | 1,131 | - |

GRADUATING GRADUATE STUDENTS

| | 2014 | 2015 | 2016 | 2017 |
|--------------|------------|------------|------------|------------|
| Fall | 35 | 45 | 29 | 55 |
| Spring | 66 | 72 | 105 | 72 |
| Summer | 39 | 40 | 29 | 23 |
| Total | 140 | 157 | 163 | 150 |

WHY FOCUS ON GRADUATE?

- Demand and Opportunity
- Balanced Strategic Enrollment Management Plan

STRUCTURE

Previous

SoGS

Dean, School of Graduate Studies



Graduate Administrative Coordinator (GAC)



Assistant to Graduate Administrative Coordinator

Current

SoGS

Dean, School of Graduate Studies



Administrative Coordinator, School of Graduate Studies

Graduate Enrollment Services

Executive Director of Admissions



Asst. Director, Graduate Enrollment Services



Graduate Enrollment Services Recruiter

Each academic program maintains a graduate coordinator/director.

STRUCTURE

| Duties/Responsibility | Previous Responsible Partner | New Responsible Partner |
|--------------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------------------------------|
| Manage admission process | SoGS | Graduate Enrollment Services |
| Collect/maintain graduate data to produce dept./univ. reports | SoGS | Graduate Enrollment Services |
| Promotion/recruitment of graduate programs | SoGS | SoGS/Academic Schools/Graduate Enrollment Services |
| Graduation | SoGS | Registrar's Office |
| Advise students, program directors/coordinators, depts., faculty/staff regarding SoGS rules, regulations, and procedures | SoGS | SoGS |
| Coordination of SoGS processes | SoGS | SoGS |
| Thesis Binding | SoGS/Library | SoGS |
| Administrative liaison for Graduate Council and graduate program meetings | SoGS | SoGS |
| Maintenance of student records/files | SoGS | SoGS, Graduate Enrollment Services, Registrar's Office |
| Graduate catalog | SoGS | SoGS/Academic Affairs |
| Maintenance of division web pages | SoGS | Academic schools/Specific programs |

OPPORTUNITIES

SoGS

- Academic Standing/Course Repeat Policy
- Admission's Criteria
- Graduate Assistantships

Graduate Enrollment Services

- Aligned
 - Graduating Students
 - Catalog
 - Website
- Recruiting
- Communication
- Processing and Document Managing

QUESTIONS?