



UNIVERSITY *of* NEW HAMPSHIRE

Graduate School Annual Report

Summary 11-12

Harry J. Richards, Dean

This report presents a summary of activities by the Graduate School and the units that report to the dean for the 2011-12 academic year. The report is organized around several programmatic and functional activities. The success of the Graduate School and in turn my own success depends on the support of the Graduate School staff, the Graduate Council, Graduate Program Coordinators, Chairs and staff, and the leadership of the Graduate Student Senate. The support I continue to receive from the staff, the faculty and the Graduate Council has been outstanding and very much appreciated.

❖ Personnel

➤ **Graduate School**

- Dean Harry Richards and Associate Dean Cari Moorhead completed another successful year of collaboration in the Dean's office. With support from Sharon Andrews, Senior Administrative Assistant, graduate assistants Amanda Royce (RMP), Amanda Fontaine (Music), Matt Coughlin (RMP), and Sarah Gormady (Political Science) as well as the staff included below, the 11-12 academic year was both challenging and rewarding as noted in this report.
- The 11-12 academic year was one of transition for Graduate Admissions and Academic Support Services. Paula Howard (34 years in Graduate Admissions), Shirley Provost (44 years at UNH, 30 years in Graduate Admissions) took the SIP. Restructuring of the office on the Durham campus resulted in a reduction of one full time staff position in the admissions and records area (administrative assistant). Danielle Olsen who was the administrative assistant was promoted to Student/Academic Services Assistant and Beth Cilley who formerly worked in the Financial Aid Office was hired as a Student/Services Assistant. They join Jon Adams, Information Technologist, Dovev Levine, Academic Counselor, Laurie Witham, Student/Academic Assistant and Rachael Gonzalez, Information Support Assistant, in the admissions and student support services area of the Graduate School.
- The office on the Manchester campus also saw change. Kate Ferreira (14 years at UNH, 10 years as Director in the Manchester Office) took the SIP. The Director's position was not filled. Candice Brown, Educational Assistant, and Jillian Landry, Administrative Assistant, assumed additional responsibilities and Dovev Levine provided assistance in marketing and recruiting for the programs in Manchester. A new administrative assistant position (jointly supported by UNHM, Education Department and the Graduate School) was created to provide administrative support for the graduate programs offered in Manchester. Donna Laferriere was hired in May to fill that position.

➤ **Professional Development and Training (PDT)**

- Staffing in PDT was likewise in a state of transition. Linda Conti (26 years), Karina Drumheller (22 years) and Kay MacMillan (18 years) each took the SIP. In addition, Jackie Furlone accepted a promotion with the Office of Sustainability. Barbara LeHoullier (18

GRADUATE SCHOOL

OFFICE OF THE DEAN

years), Publicity Assistant (75%) has remained as the only permanent staff member in the unit. Linda, Karina and Kay have continued in non-status 75% positions while the PDT undergoes a review to determine the future of the unit. Hourly staff at Pease (Angelique Horton) and in Durham (Claire Guilmette) were hired to provide administrative assistance with direct client support when classes are offered in these locations as well as registration support as PDT assumed increased registration responsibilities for non-credit registration from the Registrar's Office. Jillian Landry provides on-site support for programs offered at 286 Commercial Street in Manchester.

➤ **McNair Program**

- Staffing in the McNair Program remained stable with Antonio Henley as Director, Tammy Gewehr, Academic Advisor, and Helen Lonek, Academic Support Assistant continuing to operate the program.

➤ **NRESS**

- Jennifer Bourgeault continued as the Educational Program Coordinator for NRESS with Professor Serita Frey continuing as Program Director.

➤ **Environmental Education**

- Professor Eleanor Abrams continued as Faculty Director. Professor Robert Eckert was appointed co-director during the year.

❖ **Staff Development**

- **Jon Adams** received the Presidential Award of Excellence. He is an elected representative to the PAT Council, a standing member of the SAS Committee, continuing his training in a variety of IT software applications, does volunteer work at the Rollinsford Public Library, and is working on a Master's degree in Liberal Studies. He is a participating member of the Blackboard and Web Team committees. He attended the UNH Communications Summit.
- **Sharon Andrews** attended the Office Professionals Conference as well as a workshop on Leadership Presence: The Equine Experience.
- **Jennifer Bourgeault** attended the UNH Communications Summit.
- **Candice Brown** attended the Winning Strategies for Modern Leadership Conference and the UNH Communications Summit. She also became a member of the Greater Manchester Chamber of Commerce.
- **Beth Cilley** served as 2011 President of the National Student Employment Association (NSEA); *Chaired NSEA ad-hoc committee* – 5 year strategic plan; attended and presided over as President NSEA Annual Conference, Seattle, WA October 17-20, 201; and co-edited *The Work Book, 3rd edition – A handbook for administering student employment programs*.
- **Tammy Gewehr** served as secretary to the regional New England Educational Opportunity Association.
- **Rachael Gonzalez** enrolled in the on-line Master of Education program at Plymouth State; enrolled in the Web Design Certificate program in PDT; and served as the instructor for Introduction to Web Programming through the Exeter Adult Education Program. She also attended the UNH Communications Summit.
- **Antonio Henley** presented a session entitled “Creating International Opportunities for Students” at the Connecticut Association of Educational Opportunity Programs’ (CAEOP) annual conference in Stamford, CT in November. He submitted a paper to the academic *Journal of African American Males in Education* exploring the perceived differences in impact of school policies on Black males’ school performance based on educator age and gender. The paper is under review. He also developed an international research component for summer 2012 to San Ignacio, Belize.

- **Jillian Landry** is enrolled in the Master of Public Administration program. She also attended the Office Professionals Conference.
- **Dovev Levine** received IRB approval to begin conducting the interviews that will comprise the data for his dissertation research. In fall 2011, Dovev taught a mixed-level course for the Political Science Department on International Environmental Politics (and received a 4.73 instructor evaluation rating).
- **Helen Lonek** attended the Office Professionals Conference.
- **Danielle Olsen** attended a workshop entitled Leadership Presence: the Equine Experience.
- **Cari Moorhead** has continued to expand the ways in which she represents the Graduate School and the University of New Hampshire. Regionally she serves on the Executive Committee of the Northeastern Association of Graduate Schools and she presented “Promoting Opportunities for Interdisciplinary Graduate Studies” at the NAGS Annual Meeting, Halifax, April, 2012. She dramatically enhanced her contacts in the state through her successful participation in a yearlong program, Leadership New Hampshire, designed to develop and support engaged and informed leaders in New Hampshire. On campus, Cari continued her work to support the mission of inclusive excellence by serving as the Co-chair of the Commission on the status of LGBT people, by continuing to serve as a member of the University Diversity Council. She also oversaw the planning, and with Dean Dan Innis, she was the Master of Ceremonies for the 20th Annual Pancake Breakfast. She is teaching RMP 664, “Internship” a core graduation requirement for students completing the bachelor’s degrees in Recreation Management this summer.

❖ **Promotion and Tenure**

- Reviewed and acted on 26 cases for Promotion and/or Tenure.

❖ **Graduate Council Actions/Discussion:**

- Approved a proposal that allows for programs to submit an application from students without a bachelor’s degree or its equivalent but who have comparable preparation to be considered for admission. Any such submission is referred to the Student Affairs Committee for review.
- Continued to monitor discussions on Graduate and Family Housing and met with the Campus Master Planning to discuss options for the future.
- Met with John Aber, Provost, to discuss the Graduate Review from summer 2011 and plans for the Academic Reviews in AY 11-12.
- Met with Suzy Allen, Director of Financial Aid to discuss graduate financial aid processed through the Financial Aid Office and in particular Gainful Employment and Title IV.
- Met with Wanda Mitchell, Vice Provost for Faculty Development and Inclusive Excellence, to discuss the Inclusive Excellence Strategic Plan.
- Met with Terri Winters, Director of eUNH, to talk about plans for on-line learning at UNH, particularly as they related to graduate programs.
- Approved recommendations from the ad-hoc Committee on Graduate Faculty membership related to periodic review of graduate faculty membership and appeal of membership to the Graduate Faculty. The **Graduate Faculty** discussed the proposal at the spring meeting of the faculty but took no action.

❖ **Programmatic Actions:**

- Approved a proposal for a Certificate in Special Education Administration.
- Approved a proposal for a Certificate in Adolescent Development.
- Approved a proposal for a Certificate in Child Advocacy and Family Policy.
- Approved a proposal for a Certificate in Geospatial Science.

- Approved a proposal for a dual MSW/JD degree.
- Approved an Intent to Submit proposal for a PhD in Marine Biology.
- Approved an Intent to Submit proposal for a Doctor of Nursing Practice (DNP).
- Approved an Intent to Submit proposal for a PhD in Molecular and Evolutionary Systems Biology.
- Approved option name change in NREN for Water Resource Management to Soil and Water Resource Management.
- Approved option name change in NREN for Wildlife to Wildlife and Conversation Biology.
- Approved the elimination of the MS program in Resource Economics and the addition of an option in Environmental Economics under the major in Natural Resources.
- Approved proposals to suspend admission to the MST program in College Teaching, the MED program in Reading and the MED program in Education Administration.
- Approved a proposal to reinstate and move the option for PhD program in Oceanography from NRESS to Earth Sciences as a major and to elevate the option at the master's level to a major.

❖ **Program Review:**

- Self-study from Civil Engineering accepted. External review will be scheduled for fall 2012.
- Self-study from Kinesiology accepted. External review team visited campus April 1-3. External team report has been received. Action on report will occur in fall 2012.

❖ **Admissions/Enrollment and Retention (*Diversity Initiatives*):**

- 2257 students enrolled in the fall of 2011 versus 2286 students in the fall of 2010, a 0.1% decrease; 2190 students enrolled in spring 2012 versus 2239 students in the spring of 2011, a 0.2% decrease.
- Fall 2011 enrollments included ***136 U.S. minorities and 212 international students*** compared with ***121 U.S minorities and 222 international students*** in the fall of 2010. ***International students come from 47 different countries.***
- 149 UNH undergraduate students were admitted to the graduate school as accelerated master's students in 21 distinct programs during the 11-12 academic year. This compares with 151 students in 17 programs during 10-11.
- As of June 1st, the applicant pool for fall 2012 admission was 2410 compared to 2617 for 2011. This represents an 8.5% decrease from fall 2011 and a 19.8% increase from the fall of 2007. Quality of admitted applicants remains strong with a mean UGPA of 3.43 versus 3.43 last year and GRE scores of 154v/153q/4.1w versus 138v/168q/4/0w last year.
- The applicant pool for ***international students*** increased this year to ***629 compared with 625 for 2011 as of June 1st, a 0.1% increase.***
- As of June 1st, applications from New Hampshire residents decreased to 663 compared with 777 for 2011, a 14.6% decrease. Applications from other New England states were down by 46 (7.7%) and applications from the rest of the US were down by 50 (8%).
- As of June 1st, ***187 applications*** had been received from ***US minorities (compared with 192 in 2011, a 2.6%% decrease) and 79 applicants*** had been admitted (compared with 76 in 2011, a 3.9% increase).
- Summer 2012 applications are down by 5 from summer 2011 (277 versus 282). Applications for spring 2012 decreased 6.9% (439 versus 472) and new enrollments decreased (from 166 to 147, 11.4%).
- ***Efforts to enhance relationships with minority-serving institutions continued to be established.*** These institutions include Morehouse College, Georgian Southern University, Elizabeth City State University, and University of Puerto Rico-Rio Piedras. In each case, the

connection is through a faculty member, alum of UNH or a current student. Campus visits, which include UNH faculty and students, have been well received.

- ***We continue to target McNair Programs across the country as part of our recruitment efforts.*** Direct electronic correspondence was provided to each Scholar and Coordinator in the 190 McNair programs. Connections with New England-based McNair Programs, particularly at UMass-Boston, are proving to be a useful pipeline of diverse graduate students (currently one alum enrolled in MS Earth Sciences and one scholar conducting summer research in Physics). ***For the summer and fall 2012 terms, a total of 17 applications from McNair Scholars were received. 9 were admitted, 4 accepted our offer, 4 were denied, 1 is currently under review and 3 files remain incomplete.***
- ***We continue to work closely with Professor Karen Graham, Director of the Leitzel Center and the Northeast Alliance for Graduate Education and the Professoriate (NEAGEP) to develop recruitment strategies to increase minority applicants in STEM fields.*** Funding from NEAGEP supports student visits to UNH (minority applicants visited 2 programs—Physics and NRESS). It is also expected that 3 underrepresented U.S. minority students from Morehouse College, UMass-Boston and Georgia Southern University will participate in sponsored research opportunities this summer (respectively in Computer Science, Physics and Chemistry). Funding from the Graduate School and the Leitzel Center also provided travel costs to send UNH faculty, graduate students and staff on recruitment trips to Xavier University, Georgia Southern University, North Carolina A&T, UMass-Boston, the Annual Conference for the National Society of Black/Hispanic Physicists and the Annual Conference for Society of Black Engineers.
- ***The Institute for the Recruitment of Teachers (IRT) at Phillips Andover continues to provide a number of minority applicants.*** As one of the original institutional sponsors of the program, our relationship with IRT has served us well over the years. ***We received 12 applications from IRT for the 12-13 AY year and 7 were offered admission, several with funding. 2 IRT applicants will be enrolling in the fall.***
- ***Fall and spring workshops hosted by the Graduate School, OMSA, McNair and the University Academic and Career Center focused on encouraging our undergraduate minority students to consider graduate school were held.***
- Workshops are regularly sponsored on campus with departments, as well as the Honor's Program, CFAR Rising Scholars Program and Connect to promote graduate education, including accelerated master's opportunities at UNH.

❖ **Academic Support Services**

- 766 Master's degrees, 5 CAGS/EdS, 61 post-baccalaureate certificates and 68 PhD degrees were awarded (September 2011, December 2011 and May 2012).
- Sponsored 9 thesis/dissertation workshops during the academic year which were attended by 172 students.
- Hosted the annual PhD luncheon in May which was attended by over 80 PhD students and faculty sponsors. This luncheon is very much appreciated by both the students and their sponsors and highlights the breadth and quality of the research conducted by our doctoral students across campus.
- Sent 39 warning letters to students from the fall who had received grades below B- and 36 for the spring.
- Sent 33 letters to students with a cumulative GPA below 3.0 at the end of the fall term and 23 for the spring.
- Dismissed 1 master's student for failure to make satisfactory progress.
- Acted on 298 general academic petitions during the academic year.

- Reviewed and acted on 123 requests for transfer of credit. This includes both transfer credit from outside universities and non-degree credit work at UNH.
- Acted on and approved 11 requests for an extension of the time limit for doctoral students to reach degree candidacy.
- Acted on and approved 54 (2 certificate, 18 master's and 34 PhD) requests for an extension of the time limit to complete a graduate degree.
- 12 students had their student status inactivated due to the expiration of their time limit to complete the degree. (3 certificate, 4 master's, 5 PhD)
- Processed 272 special grade reports.
- Monitored records of 88 students who had special conditions or stipulations on their records at the point of admission and worked with program chairs to insure that requirements had been met.
- Reviewed and approved 42 (31 master's, 11 PhD) leave of absence requests including leaves for both personal and documented medical reasons.
- Processed 50 voluntary withdrawal requests from students. (45 master's, 5 PhD)
- 104 students had their degree status discontinued for failure to register. (61 masters and 11 PhD in fall; 27 masters and 5 PhD in spring).
- Dismissed 1 master's level student for failure to make satisfactory progress.
- There continues to be an increase in the numbers of students with documented disabilities and accessing Disability Services for Students. We are also seeing a number of students who are either not aware of, or are not disclosing their disabilities, until they run into academic difficulties. We will continue to educate students and faculty of the services and of the need to ensure students understand that they must register with the DSS Office in advance to receive services. Each case is unique and requires discussion with the appropriate parties to ensure that the students' needs are being met in the most appropriate way, while ensuring that students do not get inappropriate or unsanctioned accommodations.
- As is the case across the country, UNH continues to see students who are entering graduate school with significant mental health history, which in many cases is not disclosed. Where appropriate, the Graduate School works with the student, the Counseling Center and the department or program to ensure that such students have a realistic understanding of their responsibilities as students so that they can make fully informed decisions about the implications of their mental health status for their overall academic performance. We also continue to educate the community about access to Counseling and Health Services.
- We are having ongoing discussions about Graduate Housing and the importance of infrastructure that can meet the needs of Graduate students and their families.
- There were a number of student related behavioral issues this year that necessitated student meetings with the Associate Dean. In several cases, to ensure the safety of the staff we asked the University Police to be available while those meetings took place. The Post Virginia Tech hyper sensitivity seems to be continuing. The discussion in the NH House about allowing guns on campus only served to increase the level of concern.
- We continue to conduct background checks on all students who will be on any form of assistantship. If there is a discrepancy on the report the student is required to meet with the Associate Dean. As per the Graduate Council, the department is not notified of any discrepancy unless there is a determination that the issue would cause a threat to the campus.
- We continue to act as a liaison to multiple offices to ensure that the complexities involved in each graduate student's situation are handled appropriately (e.g., the Registrar's Office, Business Services, Health Services, Counseling Center, SHARPP, the Office of International Students and Scholars, and Disability Services for Students).

- We work with our colleagues across campus to connect researchers with graduate students whose skill set meets the needs of faculty/ researchers in an area outside of their own department. For example, we hosted a meeting for the NH Institute for Health Policy and Practice where we invited graduate coordinators to come and learn about funding opportunities that were available to their students. We had positive outcomes from our collaboration and plan to continue this practice moving forward.
- We did work with some parents this year due to some serious mental health related concerns but did not notice any significant rise in the amount of parental involvement.

❖ **Graduate School – Manchester Campus:**

- Held two Advisory Board meetings.
- For the first time, financial aid counseling and support was available in Manchester. According to Jodi Abad, Director of Financial Aid at UNH Manchester, the transition has been positive.
- Fourteen programs are available in their entirety through the GSMC: MBA, MED in Elementary Education, MAT and MED in Secondary Education, MED in Counseling, MED in Teacher Leadership, EDS in Educational Administration, MPA, MPH, MSW, MS MOT and the MS IT. Certificates in Public Health and Software Systems Engineering are also offered.
- The MS in Information Technology enrolled 4 students in Spring 2012.
- Conducted 1 open house for all programs; 8 general Information Sessions; and a variety of Open House thematic events including: Teacher Education & Counseling Night; Technology Information Night; Public Health & Administration Night; Business & Public Administration Night. Also held a separate MBA/MOT Information Session.
- Co-Sponsored an information table with Teacher Education at UNH Manchester during open registration.
- Visited an undergraduate psychology course to reach out to UNHM undergraduates about graduate school opportunities.
- Hosted/Promoted three art exhibits as a way to reach out to the community and broaden GSMC visibility.
- Continued to update and expand the use of social marketing platforms, Facebook, Twitter and LinkedIn to promote programs.
- Created Social Marketing Action Plan to clearly identify GSMC's use of social media. For the first time utilized online advertising and web reservation to track RSVPs to Information Sessions.
- Prospective student phone/email inquiries were 470 in 11-12, from 512 in 10-11, down from 549 in 09-10. These numbers do not include inquiries direct to the Education department program office in Manchester. We believe this decrease in phone calls/walk-ins comes from an increased use of the internet for information. Anecdotally it appears that the contacts that we do make are from a more qualified applicant pool than in the past.
- Enrolled 165 graduate degree students in Summer 2011, compared with 177 Summer 2010.
- Enrolled 293 graduate degree students in Fall 2011, compared with 307 in Fall 2010.
- Enrolled 343 graduate degree students in Spring 2012, compared with 346 in Spring 2011.
- Marketing and outreach efforts in the greater Manchester community include the Chamber of Commerce, the Local Government Center, the UNH Benefits Fair, the Tri-City Expo, Made in NH Expo, and the New Hampshire Training Institute.
- Sponsored general orientation sessions in the fall, spring and summer for new students at the GSMC.
- Participated in the MBA/MOT, MSW, MPA, and MPH new student orientation programs.
- Conducted a graduate adjunct faculty orientation session.

- Worked with PDT in the oversight and development of professional development activities through GSMC.
- Worked with the MPA, MSW, MPH and MBA programs on their hooding ceremonies.
- A graduating student survey was sent to 73 eligible students with 15 students responding. Facilities, building hours and cleanliness ranked well, but there was some dissatisfaction with library access and limited hours on the weekends. Students have expressed a desire for programs to be more involved in advising and a desire for additional assistance with developing internship/capstone opportunities.

❖ **Technology Support 2012**

- Started redesign of UNH website for 2012 and conversion to PHP and MySQL production system. This deployment will position us for increased efficiency and flexibility for the future in regards to providing online resources to our applicants, students and departments.
- Started the conversion of many of our older web forms and Adobe forms to online dynamic forms using PHP and MySQL. These forms will be used with the SSL security enabled last year on the new web server.
- Created an online letter of reference process for the Summer Teaching Assistantship Fellowship application, which will be used as the prototype for the full graduate application letter of reference.
- Worked on interfacing social media more thoroughly with our office and website. Plans for 2012 are to add in LinkedIn and Twitter along with a communication plan for each semester to roll out content on a regular basis.
- Converted over 60 admit/deny letters, and close to 50 application letters, into a handful of letters that are now mostly automated and dynamically created via a database system before being emailed to each individual and department.
- Completed the conversion of the office to Xtender so that all admissions and student records are now stored in Xtender, including all pre-conversion student files.
- Created a WEBI job that identifies any applicant with existing UNH academic history and generates a data file similar to a transcript that is then auto-indexed to the applicant's record – removing the need for the applicant to provide a UNH transcript. This report also lets any department run a complete academic record on the fly for any graduate student.
- Created a suite of reports (WEBI and SQL) for providing data, tables, and charts for graduate program review. This data was used by the provost office, colleges, departments, and hosted on our web site.
- Created a WEBI report that will identify applicants with test scores uploaded to Banner, that need to be indexed, and will create a test score data sheet that can then be auto-indexed to the applicants record. This was done by unanimous request of departments so they could see the scores in Xtender.
- Provided technical support to several offices on campus, including the e-UNH committee, ECG, the Registrar's Office, OISS, GSMC, academic programs and admissions.
- Provide complete support for the GMAT revised test scores being rolled out in 2012. This includes electronic tape loads, testing, training and reporting changes.
- Created a suit of reports that provide email lists to our applicants and students to improve overall communication with them and the departments. For example we now send emails reminding applicants about their status, the need to respond to offers of admission, or provide general help information for new incoming students.

❖ Marketing

- Ran radio advertisements on NHPR during the fall and spring to promote graduate education on the Durham and Manchester campuses.
- Ran television advertisements on WMUR TV during the fall to promote professional graduate programs on the Manchester campus.
- Advertised in the spring edition of the UNH Magazine to promote graduate education.
- Produced a brochure to promote graduate education.
- Redesigned one-page briefs for each graduate program to be used at college fairs and other recruitment events.
- Redesigned the graduate school banner and table display to be used at college fairs and other recruitment events.
- Continue to take advantage of free advertising options on several online sites.

❖ Faculty and Student Support:

- Worked with the deans to keep stipend levels for 12-13 at the 11-12 levels: Level I: \$14,800; Level II: \$15,800; Level III: \$16,800. The student health benefit plan and full tuition waivers are included in the overall package.
- Conducted TA/GA/RA orientation programs in August and January (over 300 students attended).
- **Faculty Fellowships – 10 awards at the junior level for summer 2012:**
 - Valentini Kalargyou, Hospitality Management
 - Le Wang, Economics
 - Billur Akdeniz, Marketing
 - Elizabeth Gunlogson, Music
 - Katie Edwards, Psychology
 - Sharon Murphy, Social Work
 - Dain LaRoche, Kinesiology
 - Samuel Pazicni, Chemistry
 - Xiaowei Teng, Chemical Engineering
 - Tat Fu, Civil Engineering
- **Dissertation Fellowships – 15 awards for 12-13 (52 applications received):**
 - Ismail Baycan, Economics
 - Laura Beaudin, Economics
 - Jishnu Bhattacharyya, Physics
 - Ethan Burns, Computer Science
 - Borys Drach, Mechanical Engineering
 - Andrii Drach, Mechanical Engineering
 - Cara Fiore, Microbiology
 - Gillian Galle, Mathematics Education
 - Olesia Kozlova, Economics
 - Justin Massing, Chemistry
 - Jessica Ulrich, Sociology
 - Jun Wang, Physics
 - Timothy Warner, Psychology
 - Wei Yao, Biochemistry
 - Matthew Vadeboncoeur, NRESS: Environmental Studies
- **Part-time Scholarships**
 - Awarded 36 scholarships to part-time students for fall 11 (52 applications received) and 60 scholarships to part-time students for spring 12 (85 applications received).

- Awarded 4 UNH Fellowships to students who had received part-time scholarships who demonstrated the ability to successfully balance school, work and family:
 - Rebecca Butcher, Public Health, MPH
 - Kimberly McGlinchey, Educational Administration and Supervision, EDS
 - Robert Scully, Educational Administration and Supervision, EDS
 - Dianne McCarthy, Counseling, MED, Manchester campus
- **Graduate Fellowships and Assistantships to Enhance Quality and Diversity**
 - Thirteen students (10 masters and 3 doctoral) were awarded fellowships for the 12-13 AY as part of our program to recruit the “best and brightest” to attend UNH (requires departmental match). *Eight of these awards went to minority students.*
 - Ten students will be continuing on fellowships (8 masters and 2 doctoral) (*9 minority*). *One student will be continuing on a diversity assistantship.*
 - Two assistantships were awarded to entering master’s students (one international and *one minority*) for the 12-13 AY. These are renewable for the 13-14 AY.
- **2012 SUMMER TA FELLOWSHIPS** (80 applications received for 50 awards)

<ul style="list-style-type: none"> ▪ Haley Andreozzi, NR: Wildlife ▪ David Bailey, Zoology ▪ Daniel Budak, Psychology ▪ Carolyn Clark, English Writing ▪ Lucas Dietrich, English ▪ Bradfield Dietrich, English ▪ Elizabeth Dubofsky, Zoology ▪ Firat Eren, Mechanical Engineering ▪ Sarah Franco, English ▪ Michael Gagnon, Chemical Engineering ▪ Ian Honsberger, Earth Sciences ▪ Jennifer Latson, English Writing ▪ Marcelo Medeiros, Civil Engineering ▪ Angela Neal, Psychology ▪ Alicia Nesbitt, Justice Studies ▪ Patricia Portanova, English ▪ Megan Seneca, Ansc: Animal Science ▪ Wei Shi, Economics ▪ Emily Smith, Psychology ▪ Jeffrey Sun, Microbiology ▪ Megan Thompson, Genetics ▪ Erinn Walsh, Psychology ▪ Christopher Wells, Zoology ▪ Patricia Wilde, English ▪ Matthew Yeager, Chemical Engineering 	<ul style="list-style-type: none"> Jonathan Atwood, Psychology Nathan Brouwer, Electrical Engineering Emma Burris-Janssen, English Literature Kylie Cowens, Animal& Nutritional Science Marcus Dillon, Microbiology Kimberly Dougherty, English Kari Dudley, Psychology James Finley, English Maegan Gagne, Plant Biology Elisabeth Hodgdon, Plant Biology Sheldon Hurst, Microbiology Ashley Matthews, Genetics Michael Melville, Psychology Derek Nelson, History Rediet Oshone, Genetics Jesse Sadowsky, NRESS: Environmental Studies Lin Shao, Genetics Katherine Sinacore, NR: Forestry Kristina Steiner, Psychology Yunjin Sun, Economics Eden Wales Freedman, English Nicholas Warren, Natural Resources Rose Whitmore, English Writing Benjamin Wormwood, Psychology Justin Young, Sociology
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- **Travel Grants**
 - Awarded 217 travel grants to students to present their research and scholarship at conferences around the world. Of these, 169 actually presented and were reimbursed.
- **Graduate Council Awards**
 - **Graduate teaching awards** to:
 - PhD Award – Gillian Galle, Mathematics
 - PhD Award – Kristen Jeschke, History
 - PhD Award – Megan Thompson, Genetics

- Master's Award – Megan Seneca, Animal Science
- Master's Award – Jack Lepine, Genetics
- **Graduate research/scholarship/creativity awards to:**
 - PhD Award – Jeremy Brazas, Mathematics (graduated May 2011)
 - PhD Award – Christopher Pastore, History (graduated September 2011)
- **Graduate Faculty Mentor Award**
 - Presented the 2011 Faculty Mentoring Award at the fall 2011 University Awards dinner to William Harris, History
 - Announced Ed Wong, Chemistry as the 2012 Faculty Mentoring Award recipient.

❖ **Graduate Research Conference (GRC)**

- The GRC was held April 16th and 17th in conjunction with the Graduate and Professional Student Appreciation Week and was the largest and most successful to date with a 45% increase in student participation.
- A faculty reception was held in conjunction with the Poster Presentations on the 16th with over 88 posters presented and evaluated by faculty judges.
- 100 oral presentations were given throughout the day on April 17th and were judged by graduate faculty.
- Continuing the tradition where the Graduate Mentor of the Year recipient for the current year serves as the Keynote Speaker, Professor William Harris, History, presented.

❖ **Programming**

- **Fellowship Information Sessions**
 - Dissertation Year Fellowship information session (35 students attended)
 - Summer Teaching Assistant Fellowship information session (41 students attended)
- **Preparing Future Faculty Luncheon Series**
 - Undergraduate Culture (19 students attended)
 - Working with an Advisory Committee (21 students attended)
 - The Hiring Process in Academia (38 students attended)
 - Campus Resources for TAs & Faculty/Counseling Services (10 Students attended)
 - Scholarly Writing Productivity (10 students attended)
 - Developing a Teaching Philosophy (30 Students attended)
- **Preparing Future Professional Series**
 - Financial Planning (12 students attended)
 - Professional Etiquette (35 students attended)
 - Research Poster Construction (7 students attended)
 - Resumes and the Job Search (20 students attended)
 - Intellectual Property Rights (8 students attended)
 - Marketing and Social Media (10 students attended)
- **Student Organization Support**
 - Graduate Student Appreciation Week (co-sponsored with GSS in Durham): Post-GRC night out at Scorpions (40 students) Take a grad to lunch (150 students) Graduate Student Appreciation Week Breakfast (w/ GSS & the MUB, 50+ students) Ice Cream Social (100+ students)
 - Graduate Student Appreciation Week (in Manchester) – local businesses and UNH departments donated items to a general raffle for all students on the Manchester Campus. UNH Manchester provided free coffee in the evenings for the week; Granite State

Lunchbox provided discounted sandwiches and free drinks to grad students; the UNHM Bookstore offered a 20% discount.

- GSS Business and Executive Meetings
- GSS Orientation Week Party: Dinner was provided for new graduate students (25 new graduate students attended)
- First Thursdays: Monthly GSS pizza party (40 attended on average)

➤ **Various Programs Co-Sponsored with other Departments/Programs**

- Professionalism: How to conduct yourself as a professional (The UNH Honors Program, The Leitzel Center, WSBE, the University Advising & Career Center, and the MUB, 35 students attended)
- Gingerbread and Cookie Decorating Party (GSS)
- Pancake Breakfast (GLBT Commission, Kidder Fund)
- Women in the Sciences Fall Potluck (AWIS)
- Women in the Sciences Spring Potluck (AWIS)
- Forest Park Fall BBQ (Forest Park Tenants Association)
- Forest Park Ice Cream Social (Forest Park Tenants Association)
- Forest Park St. Patrick's Day Celebration (Forest Park Tenants Association)
- UNITY Reception: September (with OMSA)
- OMSA Garden Party: September (with LGBT Commission)
- MLK Celebration Diversity Initiative: January (with VP for Diversity & President's Commission on Status of People of Color)
- Diwali Festival: November (with MUB)
- Graduate Student Resource Fair (With MUB, September)
- American Women in the Sciences Potluck (Co-Sponsored with American Women in the Sciences)

➤ **Social Programs**

- Grad Climbing Social (20 Students attended)
- Moody Point/International Student Gathering (8 students)
- Multicultural Welcome Reception (October, 30 students)
- Dinner and a Movie Series:
 - Being True to Yourself with NFL Veteran (October, 30 attended)
 - The PhD Movie (Co-sponsored with GSS & the MUB, October, 35 attended)
 - Unity Reception (October, 25 attended)
 - Visit to the Observatory (November, 25 attended)
 - MLK Commemorative Address (February, 19 students attended)
 - What Makes a Family w/ Zach Wahls (March, 7 attended)
 - Chris Jordan art exhibit (March, 20 attended)
 - Miss-Representation" (April, 20 attended)

➤ **Graduate School Workshops/Receptions**

- Graduate School Workshop for Honors Program Students (September, 20 students)
- Graduate School Information Session for Connect Students (September, 40 students)
- Graduate School Workshop for Hamel Center Research Students (September, 15 students)
- Applying to Graduate School Workshop co-hosted with University Advising and Career Center and Center for Academic Resources (September, 50 students)
- Seminar on Graduate School for CEPS Undergrads (September, 20 students)
- Graduate School Manchester Campus Open House (October, 15 attendees)
- Graduate School Information Session For UNH Seniors (April, 15 students)
- Recruiting Open House with UNHM Undergrads (April)

- Accelerated Master's Program Information Session (May, 30 students)
- “Mapping Your Future” (Grad/Career Workshop co-hosted with OMSA, CFAR and UACC:
 - October (10 students)
 - February (10 students)
 - April (10 students)
- Rising Scholars Graduate School Workshops (co-hosted with OMSA and CFAR):
 - November (15 students)
 - February (15 students)
 - March (15 students)
- Thesis Workshops:
 - Fall 2011: 6 held (100 total students)
 - Spring 2012: 4 held (65 total students)
- **Representation at Campus-Wide Events**
 - University Day Picnic and Student Activities Fair (September)
 - UNH Graduate School Fair (October)
 - University Open House for Prospective Undergraduates (October)
 - UNH Benefits Fair (October)
 - UNH Homecoming Fair--Alumni Tent (October)
 - National Society of Black Engineers Graduate School Fair (November)
 - MCBS Open House (March)
 - UNH Commencement Fair (April)
 - UNH McNair Graduate School Fair (April)
- **Advertise Events via Facebook**
 - Facebook page site advertises and posts deadlines, programs, scholarships, and grad-sponsored events.
 - 383 people currently “like” our page.
 - Average 3-4 post weekly.
- **Manage Cornucopia website**
 - Advertise community events and food pantry in support of the UNH community

❖ **College Teaching**

- Our Summer College Teaching Program offered in cooperation with the Center for Excellence in Teaching and Learning had 124 registrations in 7 courses in 2011 compared to 115 registrations in 11 courses in 2010. Face to face and blackboard internet courses are offered.
- Preliminary counts indicate that our 2012 Program has 119 registrations in 9 courses.
- A review of the program recommended that the MST program be curtailed, the Certificate be reinstated and the cognate be strengthened and reconfigured. These changes are effective summer 2012.

❖ **NRESS**

- The interdisciplinary doctoral programs in Natural Resources and Environmental Studies and Earth and Environmental Science under the umbrella of Natural Resources and Earth System Sciences remain the largest doctoral program on campus.
- Enrollments in NRESS in the fall of 2011 were 81 versus 2010 were 74 in the fall of 2010 and 79 in the spring of 2012 versus 78 in the spring of 2011.
- Fifteen students completed their PhD during the year.

- The option in Oceanography under the Earth System Sciences program was reinstated and will move to the Department of Earth Sciences as a major in Oceanography in the fall.

❖ **Environmental Education**

- The interdisciplinary program in Environmental Education which includes faculty from Education and Natural Resources continues to attract students 9 students were enrolled in summer 2011 (4 new) versus 15 in summer 2010 (8 new). Enrollments in the fall of 2011 were 9 versus 15 in the fall of 2010 and 9 in the spring of 2012 versus 15 in the spring of 2011.
- Applications for summer 2012 are 17 compared with 13 for summer of 2011. It is anticipated that 7 new students will commence their program this summer.
- Eight students completed their MA degree in the 11-12 AY
- Enrollment to sustain the program remains a concern and will be monitored closely.

❖ **Development Policy and Practice**

- The interdisciplinary MA program in Development Policy and Practice enrolled 12 students in its inaugural class in the summer of 2011. 29 applications were received to secure this class.
- The program received 48 applications for this year's class and 12 students enrolled.
- This unique program in which students are on campus for two consecutive summers and complete coursework on-line during the academic year attracts a diverse student body from across the US and it is positioned to expand and enroll a number of international students as well as retain its US diversity.

❖ **Responsible Conduct of Research (RCR)**

- RCR is a joint responsibility of the dean of the Graduate School and the Senior Vice Provost for Research. Dr. Julie Simpson is Director of Research Integrity Services and Professor Thomas Pistole, Chair of the RCR Committee.
- Dr. Pistole, Dr. Simpson & Associate Dean Moorhead coordinated and offered training to fulfill the new Graduate School doctoral RCR training requirement. Approximately 90 students attended the two two-hour sessions after completing the 11 Web-based RCR modules. Graduate faculty volunteers facilitated small group discussions in the second session.
- Dr. Pistole and Dr. Simpson offered one section of GRAD 930 (Fall 2011). 19 students enrolled.
- Dr. Pistole and Dr. Simpson coordinated and offered three RCR training sessions (that met NSF requirements). Enrollment was as follows: 31 in October 2011, 21 in February 2012, and 19 in May 2012
- Dean Richards, Dr. Simpson and Marc Sedam (Office for Research Partnerships & Commercialization) worked with a doctoral student and his advisor to resolve a data ownership issue.
- Dr. Pistole and Dr. Simpson attended the Office of Research Integrity's Quest for Research Excellence conference in DC in March, 2012.
- Dr. Simpson gave ethical and responsible conduct of research and scholarly activity presentations at the Fall 2011 and Spring 2012 graduate assistant orientations (approximately 300 attendees).
- The University adopted a Use of Controlled Substances policy.
- The UNH Responsible Conduct of Research and Scholarly Activity Committee met 6 times.

❖ **McNair Program**

- Served 15 research fellows during the 2011 summer research session and offered 3 courses.
- Three McNair students received funding outside of McNair; 1 received SURF grant.

- One UNH non-federal student was supported in the SURF Abroad application process and was successful.
- Offered 1 course during the academic year that functions to introduce campus participants to concepts.
- Fourteen of fifteen Fellows completed the mentor approved research projects.
- Twenty-one fellows presented their results in an academic forum.
- Completed and submitted the federal Annual Performance Report for 2010-2011. Thirty-one participants were served by the program; 65% met low-income, first generation eligibility criteria.
- Eleven seniors graduated in 2011, 8 enrolled in graduate programs.
- Twelve seniors in the federal program component graduated in 2012 of which 7 have been admitted and plan to enroll in graduate programs.
- Four alumni earned the PhD and 1 earned the PsyD bringing the total number of doctoral recipients to 35.
- The pilot international research component to Accra, Ghana for summer 2011 hosted four fellows.
- A pilot international research component to San Ignacio Belize was developed for summer 2012.
- Completed McNair grant reapplication.

❖ **Professional Development and Training**

- PD&T held over 200 one-day seminars and workshops throughout the year, five one-day major conferences, one special institutes in Spring, one special institute in summer, 14 short-term Certificate Programs, on-site customized training (noncredit and credit), three online courses developed by PD&T, and numerous online noncredit offerings for professional and personal development in partnership with Cengage Learning and University Learning Institute. PD&T offers its programs at Pease in Portsmouth, on the Durham campus, and on the UNH campus in Manchester. PDT's primary market is New Hampshire, southern Maine, and northern Massachusetts. Conferences draw from the wider New England region; institutes and online offerings draw from a national and international audience. Programs serve a variety of licensed and non-licensed professionals, including office, technical, and managerial staff at all levels; teachers, school administrators, and other school personnel; health and human service professionals; land surveyors; soil scientists; and other professionals--representing a broad spectrum of manufacturing, non-manufacturing, education, retail, and service industries, small to large in size.
- It is expected that the final accounting for PDT will show that operations for non-credit workshops, conferences, institutes and on-line activities will come in on target with a net a profit of ~ \$75,000. Customized training will also report a profit.
- This year, PD&T delivered 233 workshops (compared to 230 last year, 217 the year before, and 230 the year before that) with 2933 participants (compared to 2975 last year, 2914 the year before, and 2988 the year before that) in the areas of leadership, management, supervisory skills, communication skills, human resources management, professional coaching and training, sales and marketing, project management, engineering management, construction management, land surveying, soil science, teaching and school administration, guidance counseling, social work, occupational therapy, grant writing and fundraising, coaching children and teens, computer applications, web design and development, and digital publishing and graphic design.
- Administered 21 days of in-house training compared to 17 days last year for 9 New Hampshire companies (4 new clients) and 1 USNH entity (Plymouth State University) – same as last year
- Held 5 Conferences

- Annual Tax Institute with IRS and NH Department of Revenue Administration (182 attendees);
- Dimensions of Leadership Conference for Managers, Supervisors, Project & Team Leaders (201 attendees – sold out);
- Fall Conference on The Angry or Anxious Student (104 attendees)
- Spring Conference on Focus on Boys (Sold out at 144)
- Office Professionals Conference (97 attendees);
- Offered summer workshops in Web Design and Project Management (37 enrollments)
- Held the 38th Annual Violin Institute (115 enrollments versus 109 enrollments in 2010).
- Began to explore or renewed strategic alliances for co-programming and/or co-promotion with the following:
 - Partnership for Technology & Management Training (PD&T advisory board of business and industry representatives)
 - eUNH
 - Browne Center
 - UNH Art Department
 - UNH Department of Education
 - UNH English Department
 - UNH Mathematics Department
 - Carsey Center
 - UNH Department of Electrical and Computer Engineering
 - New Hampshire Business Review (Managers Conference)
 - New Hampshire Land Surveyor's Association
 - New Hampshire School Administrators Association
 - Internal Revenue Service Northeast Area
 - BAE
 - Longterm Care Partners
 - Exeter Hospital
 - Pet Partners (formerly The Delta Society)
 - The Strad Magazine
 - Cengage Learning (Ed2Go and Gatlin)
 - University Learning Institute
- Enhanced promotion efforts while cutting marketing costs utilizing direct mail, email, online, and LinkedIn promotion, along with NPR sponsorships
- Coordinated and assisted in the promotion of off-campus graduate credit contracted courses (courses offered in conjunction with the English Department, the Mathematics Department, and the Computer Science Department). Offered 25 courses with 297 enrollments (compared to 30 courses with 378 enrollments in FY '11)
- PDT provides the oversight and approval for CEUs sponsored by UNH units at no cost and for Non-UNH entities at a cost of \$20 per program participant. CEUs are not awarded to for-profit organizations. Groups granted permission to offer CEUs included: Agricultural & Natural Resources Business Institute (Cooperative Extension); WSBE (4 programs); Institute on Disability; and Inclusive Excellence. A total of 119 CEUs were awarded.
- Held a Supervisor's Boot Camp on UNH campus with 43 attendees--potential for development into a larger program
- Online Course Activity:
 - Continued to offer Ed2Go and Gatlin online courses through PDT. Profit from this program is \$10,000 to \$12,000 per year.
 - Met with online instructors to debrief on how the webinars went and what improvements

- could be made in future as well as discussed new potential online offerings
 - Began to explore development of additional online courses to be offered in spring 2012.
 - Offered 2 online workshops in Making Online Meetings and Training Effective, both of which sold out
 - Continued partnership with The Course OnLine to offer online test prep class for Project Management Certification from the Project Management Institute
 - Offered two Animal Assisted Therapy courses (one fall and one spring) in conjunction with Pet Partners. Both sold out at 25.
 - Offered two online webinars on bullying topics.
- Maintained updates of the PDT website and developed several new web pages to promote special programs. Enlisted the help of Web Solutions and RCC to make modifications to the backend database for increased functionality.
- Beginning in July 2011 by request of the Registrar's Office, moved all customer service and phone registration from the Registrar's Office to PD&T, and in December 2012 set up a new system in eVents that would enable PD&T to take and process all its own registrations, including generating a CRN system to identify courses, setting up a system to process tuition waiver requests, coordinating with the BSC and Business Office to process refunds, company and school checks, developed a system to allow PD&T to monitor enrollments on a day-to-day basis (because enrollments were no longer available through Banner), and processed all mail, phone, fax, and web registrations, transfers, withdrawals, and cancellations.
- Trained staff in the complex registration process and developed several internal record-keeping systems that would enable PD&T to keep track of the various activities related to registration.
- Maintained and oversaw operation of leased site at Pease Tradeport in the Franklin Pierce University building.
- Maintained, updated, and expanded marketing database of inquiries, past students, and potential clients, contained in over 350 separate targeted lists of individuals, trade associations, and professional contacts, totaling more than 1/2 million records and 35,000 email addresses. Purchased a subscription to a marketing database that would provide access to email addresses of professionals throughout the region/country in a very targeted fashion.
- Provided specific information about applicable offerings to approximately 100 professional associations for posting on their websites or inclusion in their newsletters.
- Continued to supplement or transition from direct mail promotion to email marketing.
- Increased promotional activities via the web, email promotion, electronic and social media, print and broadcast media, and direct mail. Several monthly targeted email blasts are disseminated to several thousand professionals, including past students, inquiries, and new contacts. In addition each year we share a table with WSBE and the Browne Center at various high-profile business and educator Expos and Conferences.
- Developed a joint PD&T and GSMC brochure in the fall and again in the spring to highlight both credit and non-credit offerings in Manchester.
- Served on a committee of the Provost to explore possible collaboration between PD&T, CE, and eUNH, and disseminated an online survey to past students to gather useful information about professional interests in training and education, garnering over 850 responses. Developed a survey instrument to be distributed to UNH Alumni and PD&T non-students and professionals to evaluate future training and educational needs and interests.
- Successfully produced via the use of WebEx four live online webinar workshops.

❖ **Center for Family Business and CEO Forum**

- The 2012 **Board of Advisors** are Chairman Dan Morrison of Optima Bank and Trust, Vice Chair Tom Brown of New Hampshire Distributors, Treasurer Tom Proulx of Proulx Oil. Other

members Jackie Eastwood, Bill Harris of Harris Family Furniture, Michelle Dupont of Lake Opechee Inn and Spa, Gef Freese of Globe Manufacturing, Jack Sanders of Pierce Atwood, Tim Hepburn of Baker Newman and Noyes and Ed Mullen of Mass Mutual.

- Membership in the **Center for Family Business** was 21 companies at year-end up from 19 last year and 14 in 2010. (Membership fee \$1250). 17 non-member companies also attended one or more CFB programs.
- The **Center** had the same six corporate sponsors. (Mass Mutual Financial Group, Pierce Atwood Law Firm, Baker, Newman & Noyes Accountants, Optima Bank and Trust, Management Planning Inc. and Moitza and Associates; each sponsorship fee is \$5,000.
- The **Center** sponsored five programs:
 - Common Mistakes Made by Family Businesses and How to Avoid Them
 - Sibling and Cousin Partnerships in the Family Business
 - Successful Family Business Transitions
 - Strategic Planning for the Family Business
 - The Story of Gifford's Ice Cream "A Passion for Ice Cream Five Generations Strong"
- The peer leadership program for the next generation was offered starting in December and has 9 students in the program.
- Paid membership in the **CEO Forum** was 33 companies down a bit from last year's 38 members (membership fee \$795). An additional 28 companies participated in one or more CEO Forums. We continue to attract larger companies to participate.
- Corporate sponsors for the **CEO Forum** included Pierce Atwood, People's Bank and Sprague Energy. Sponsorship fee is \$3,000.
- The **CEO Forum** sponsored five programs during the year and speakers included:
 - Chris Rondeau, CEO of Planet Fitness
 - Major General William N. Reddell, Adjutant General of New Hampshire National Guard
 - Erik Dodier & Thomas Obrey, Co-Founders of PixelMedia
 - Michael DUBYAK, CEO and President of Wright Express
 - Roger Gifford, CEO of Gifford's Ice Cream
- The Greer family of Wire Belt Company of America was named the 2012 recipient of the **Family Business of the Year** award, which was presented on May 23rd at the Second Annual Family Business Recognition Dinner at Bedford Village Inn to celebrate families in business. Life Time Achievement Awards were presented to Florence Freese and Cortland Freese from Globe Manufacturing, Bernice Singer from Singer Family and Jack Law from the Law Companies. Both Florence Freese and Jack Law are UNH grads.
- Also recognized were companies that have been in business for more than 100 years, 75-99 years and 50-74 years. Keynote speaker for the dinner was Gary Singer, Chairman of the Board at Merchants Auto. George Bald, Commissioner of DRED also attended and spoke about the importance of Family Businesses in NH.
- Special guests will include Dick and Wendy Penley. The Penley family made the original donation in 1993 which allowed UNH to launch the Penley Forum which today is the Center for Family Business.
- The Center will offer the Leadership Development Program in the Fall of 2012 which will be taught by Vanessa Druskat who has agreed to be the faculty advisor and liaison with WSBE for the Center in the upcoming move to the Peter P. College.

❖ **Graduate Student Senate (GSS) Support**

- The Graduate School provides logistical and financial support to the GSS.
- Regular attendance at GSS Business and Executive Meetings:

- Advocated for graduate students to the UNH community, State and Federal Legislators, and other groups through resolutions and official communications.
- The GSS participated in the annual mandatory fee oversight process.
- Held Elections for 2012-2013 Executive Board and Senators
- Regular attendance at USNH Board of Trustee Committee and Business Meetings
- Regular attendance at UNH Alumni Association Business Meetings
- GSS Orientation Week:
 - Co-sponsored Graduate Resource Fair with MUB (100+ attended)
 - Co-sponsored Meet The GSS lunch at Holloway Commons
 - Engaged graduate students at program and TA/RA orientations
- GSS members have a presence on numerous campus wide committees:
 - Central Budget Committee
 - Student Health Benefits Plan Committee
 - Campus Transportation and Planning Committee
 - President's Commissions on Inclusive Excellence
 - UCAPC
 - SARRC
 - NEASC Accreditation working groups
- First Thursdays: Monthly GSS Social (40 attended on average).
- Co-sponsored a booth in the UNH Alumni Association tent at UNH Homecoming.
- Fall and Spring Ice Cream Social (~100 people attended each).
- Graduate and Professional Student Appreciation Week (April 23-27).
- GSS End of Semester Dinner: December and April (~50 attended each event).
- Stonewall Graduates Meetings
 - GAFFS: Gay's and Family and Friends Movie Series.

❖ **Scholarship and Service**

- Served on the UNH Law Academic Integration Committee.
- Appointed co-chair of Standard 4 "The Academic Program" for UNH's NEASC Accreditation.
- Appointed to the eUNH Advisory Committee.
- Served on the Northeastern Association of Graduate Schools (NAGS) Executive Committee as Senior Advisor. NAGS is one of four regional association of Graduate Schools with membership from Washington, DC through the mid-Atlantic and New England States as well as Ontario, Quebec and the Maritimes.
- Chaired the NAGS Geoffrey Marshall Faculty Mentoring Award Committee.
- Continued to serve as an elected member on the Board of Directors of the Council of Graduate Schools (CGS). CGS is the only national organization in the United States that is dedicated solely to the advancement of graduate education and research. CGS draws its institutional membership from colleges and universities significantly engaged in graduate education, research, and scholarship culminating in the award of the master's or doctoral degree. Currently, CGS membership includes over 500 universities in the United States and Canada, and 16 universities outside North America. Collectively, CGS institutions annually award more than 95 percent of all U.S. doctorates and over 78 percent of all U.S. master's degrees. The twelve member Board serves as the governing body for the organization.
- Served as one of two graduate deans on the Council of Graduate Schools/Council for Opportunity in Education (CGS/COE) Advisory Committee to the McNair Program.
- Served as a member of the Investment Committee for CGS.
- Served on the ETS/CGS Award Committee for Innovation in Promoting Success in Graduate Education.

- Co-facilitated a workshop on budget and staff management strategies at the Summer Workshop for Graduate Deans in Monterey, CA, July 2011.
- Moderated a Panel presentation on “Managing Budget Constraints While Achieving Access and Excellence” and presented on “The New Hampshire Challenge” at the CGS Annual Meeting, Scottsdale, AZ, December 2011.
- Nominated for membership on the Board of Directors for the Hardee Center for Leadership and Ethics at the Florida State University.

❖ Challenges

- Keeping graduate education a central focus of the mission of a comprehensive research university during these financially challenging times.
- Working with the college deans to provide high quality graduate education and support for graduate education, including student support in the face of economic challenges.
- Graduate compensation, in particular 12 month support for doctoral and international students, remains a fundamental issue in order to attract and maintain a high quality student body.
- Monitoring health care programs to keep affordable plans available for all students.
- Increasing the number of graduate students on grants and finding incentives to do so.
- Maintaining and expanding graduate enrollments, particularly in professional master’s programs and the role e-learning plays in delivering these programs.
- The need for accessible, adequate and affordable Graduate and Family Housing on or very near to campus continues to be an issue.
- Working with students who have medical and emotional issues to balance their needs with the appropriate academic and non-academic services that are required to insure their success if they remain in the university or to counsel them out is challenging and time consuming.
- Monitoring and responding to actions at the federal level that impact TRIO, graduate and research funding.

❖ Goals for FY12 and Accomplishments

- Work with the various committees and individuals appointed to review graduate education to ensure that the centrality and quality of graduate education is both maintained and as appropriate enhanced. **Ongoing.**
- Review staffing and workloads within the Graduate School and PDT in order to provide high quality support and service to applicants, students, faculty and staff across the campus given the staff SIP’s. **Eliminated one position in Durham, one position in Manchester, and consolidated positions in both offices. Filled PDT positions for staff who had taken the SIP and staff who had transferred with temporary staff pending review of PDT.**
- Continue to work with University Communications and Marketing to enhance the visibility and centrality of graduate education and research at UNH in Durham and Manchester. Specific items include:
 - Produce a companion brochure to the Research at UNH piece focused on graduate education. **In press.**
 - Roll out a television ad on WMUR highlighting the professional master’s programs offered on the Manchester campus. **Completed and ran over a 3 week period in late fall.**
 - Produce a number of NPR spots which focus on the quality of graduate education at UNH and the array of programs offered in Durham, Manchester and perhaps Concord. **Completed and ran at various points during the year.**
- Continue to work with the Vice-Provost for Research to enhance visibility of the high quality of research being conducted at UNH and ensure that academic programs and research efforts are in sync, particularly in doctoral education. **Ongoing.**

- Continue to work with the Colleges and Schools to increase enrollments in existing degree programs where there is capacity; develop new professional master's and certificate programs where feasible and dual degree programs with the law school (**See Appendix B**).
 - Continue to improve and enhance all electronic processes related to admissions and student services within the graduate school and academic programs across campus. **Eliminated all paper files related students held in the Graduate School. Developed electronic processes for all scholarship and student fellowships, travel grants and professional development events sponsored by the Graduate School.**
 - Work with the Colleges and Schools and the Foundation to maintain and develop new sources of financial support for graduate students in order to attract the highest quality students to enhance the university's reputation. **Ongoing.**
 - Finalize transition of CEO Forum and the Center for Family Business to WSBE. **July 1, 2012**
 - Continue to broaden the range of professional fields that are served by the noncredit offerings of PDT and develop more online course options. **Completed as part of the review of PDT.**
 - Finalize transition of most registration and payment processes of non-credit courses from the Registrar and Business Services to PDT to improve the process as well as customer relations. **Completed.**
 - Resolve on-going issues related to financial aid support (advising) for graduate students on the Manchester campus. **Financial aid counseling now provided on the Manchester campus.**
 - Submit application for renewal of the McNair program. **Application submitted in June.**
 - Identify and prepare non-federal grant applications for program supplements and enhancements (such as international research and travel, and transition support for low-income students) to the McNair program. **Ongoing.**
- ❖ **Goals for FY13 in addition to those ongoing from FY12**
- Work with the Library and ProQuest to transition to an electronic submission of theses and dissertations and to include these publications in the electronic depository in the Library.
 - Work with UNH Alumni Association to develop a better tracking system for alums.
 - Work with programs to insure that pathways through Graduate School and into Careers are transparent.
 - Complete re-design of website.
 - Upgrade on-line reference process for admissions.

APPENDIX A
Mission, Vision and Goals
The Graduate School
Harry Richards, Dean

❖ **Mission**

- The mission of the Graduate School is to provide innovative, responsive and accessible master's, doctoral and certificate programs of the highest quality in line with the university's "Blueprint for the Future, UNH in 2020". Graduate programs foster a close interdependence between research and classroom teaching and enhance the undergraduate experience at the university. The graduate faculty and students work together to creatively generate new knowledge and disseminate that knowledge. The Graduate School is a source of intellectual capital for the University, the region, and the nation. The Graduate School extends its programs and services to central and southern New Hampshire by offering professional graduate programs for working adults on the Manchester campus.

❖ **Vision**

- The Graduate School and in particular, doctoral education distinguishes UNH as a research university. Master's programs, both research and professional, further enhance the university's public land-grant, sea-grant and space grant mission. The Graduate School provides leadership to support the scholarly and creative efforts of the faculty and students, advances the principles of ethical conduct of research and scholarship, articulates and champions an institutional perspective on graduate education, promotes interdisciplinary scholarship and ensures its graduates are prepared to become leaders in the 21st Century.

❖ **Goals**

- In order to accomplish this vision, the Graduate School works to:
- Increase the visibility of graduate education on the campus, in the state, the nation and the world
- Maintain a strong relationship between research and graduate education to best align the academic and research programs of the university
- Enhance the diversity of our students and faculty
- Ensure competitive compensation packages for graduate assistants
- Increase the support for graduate students through competitive fellowships and scholarships; professional development programs (Preparing Future Faculty - PFF, Preparing Future Professionals - PFP, Responsible Conduct of Research - RCR); and community activities
- Ensure that PhD enrollment and graduation rates are at levels appropriate to the university's position as a high research activity institution
- Ensure that all graduate programs are of the highest quality through a sustained process of program review
- Support and encourage the development of selective new graduate programs that build on the strengths of the faculty in both Durham and Manchester
- Foster the development of international collaborations and dual degree programs as appropriate
- Support the development of program delivery models, including on-line learning, that enhance high quality graduate programs to meet the changing nature of today's students
- Develop high quality academic and research programs with the UNH School of Law

❖ **Success**

- The Graduate School is an essential partner and valuable resource to the campus. Success is measured by the effectiveness of the Graduate School and the dean's advocacy for graduate education through collaborative efforts with the college deans, the research office, the Graduate Council, the Graduate Student Senate, the Graduate Coordinators, the Graduate Faculty and the program staff at UNH.

APPENDIX B
Opportunities for New/Revised Programs
Action in 2011-2012 BOLD

❖ **Doctoral:**

- PhD in Marine Biology (**Intent to Submit approved**)
- Revive PhD in Oceanography (**Approved** effective Fall 2012 and moved to Earth Sciences)
- PhD in **Molecular and Evolutionary Systems** Biology (**Intent to Submit approved**)
- PhD or DBA in Business
- Doctor of Nursing Practice (**Intent to Submit approved**)
- PhD in Interdisciplinary Studies
 - Student defined options
 - Core set of courses to include a common seminar, research methods, and ethics.
 - Disciplinary courses in 3 areas of study
 - Candidacy Exams would be an integrated paper to show breadth and depth of student understanding in the 3 fields
 - Dissertation would be interdisciplinary in design w/faculty from 3 different areas of study

❖ **Master's Programs:**

- Professional Science Master's (PSM):
 - Collaborative biological science programs with faculty in WSBE or RECO and local companies such as LONZA, Fischer Scientific
 - Collaborative physical science programs (Chemistry) or (Physics) with faculty in WSBE and local companies
- MA in Psychology
- MA in Communication (UNH); or MA in Communication Arts (UNHM); or MA in Communication and the Media (UNH/UNHM)
- MA in Urban Studies/Community Development (UNHM) or (UNHM/COLSA)
- MED in Middle School Education; MED in Science Education; MED in Language Teaching
 - **Master's programs in Education being reviewed for possible restructuring**
- MFA in Theatre if the new Performing Arts Center gets support in Strategic Initiatives
- MS in Medical Sciences (non-thesis program in sciences for students who need another year study to be more competitive for admission to medical/dental/vet school)
- Interdisciplinary Master's in Recreation Management/Tourism/Outdoor Education

❖ **New Certificate Programs:**

- Special Education Administration (**Approved**)
- Feminist Theory (under discussion)
- Teacher Certification (**Potential new certificates with restructuring**)
- Dietetics/Nutrition/Eating Disorders/Obesity
- Geospatial Sciences (**Approved**)
- Adolescent Development (**Approved**)
- Child Advocacy and Family Policy (**Approved**)
- Alcohol and Drug Abuse Counseling (under discussion on the Manchester campus)
- Medical Practice Management (under discussion on the Manchester campus)
- Non-profit Management (under discussion on the Manchester campus)

- ❖ **Current Programs that have capacity, demand or opportunity to expand with self-funded students** (Some UNH resources, including additional faculty may be required)
 - **WSBE:**
 - MBA (day; evening in both Durham and Manchester; Executive MBA)
 - **MBA on-line**
 - Add part-time evening program in Accounting

- ❖ **HHS:**
 - MSW in Manchester (admit every year **under discussion with on-line program options**)
 - MS in Communication Sciences and Disorders (demand)
 - MS in RMP (connect to North East Passage)

- ❖ **COLSA:**
 - MS in Nutritional Sciences (**Limited interest**)
 - Add non-thesis tracks in most of the Biological Science areas
 - Redesign RECO/RAM with a professional focus in natural resource management (**RECO moved to Natural Resources as an option; RAM under review**)

- ❖ **LA:**
 - MA in Justice Studies – add track or option in Criminal Justice
 - MED in Teacher Leadership (**Part of Education restructuring**)
 - PhD program in Education on the Manchester campus (cohort model – admit every 3 or 4 years)
 - MPA add track or option in Criminal Justice if Justice Studies does not

- ❖ **CEPS:**
 - Add non-thesis track in all engineering programs (change in degree from MS to MEng for non-thesis tracks under discussion; **expect proposal in Fall 2012**)
 - Add non-thesis track in Chemistry

- ❖ **Dual degrees with Law School:**
 - **JD/MSW approved**
 - **JD/PhD Sociology under discussion**

APPENDIX C
Mission, Vision and Goals
Office of Professional Development & Training
(Graduate School)
Harry Richards, Dean

❖ **Mission**

- The mission of UNH Professional Development & Training (PD&T) is to offer professionals, businesses and organizations in New Hampshire and the surrounding region a wide range of professional development opportunities. Programs include noncredit, one-day workshops, short courses, certificate programs, conferences, institutes, customized in-house training and on-line webinars. PD&T coordinates with UNH departments to offer contracted, off-campus, graduate-level credit courses designed to enhance skills and knowledge of the professions served. PD&T programs assist professionals in developing new skills, enhancing current skills, or obtaining the continuing education required to maintain their professional licenses. Training is offered in a number of fields, including: business and industry, teaching and school administration, health and human services, engineering, soil science and surveying and violin craftsmanship and other professional fields as identified and the need arises. Programs take place on the UNH campuses in Durham and Manchester as well as at the PD&T Training Facility at the Pease Tradeport. PD&T is also the University's provider of CEUs, and coordinates the awarding of CEUs for all units at UNH as well as external organizations that seek to award UNH CEUs.

❖ **Vision**

- Professional Development & Training serves as an outreach on behalf of the University of New Hampshire to the professional community and fulfills the land-grant mission by delivering educational programs to the population of the State of New Hampshire. The professional development services provided by PD&T allow professionals to function at the top of their field.

❖ **Goals**

- In order to accomplish this, Professional Development & Training works to:
- Identify through advisory committees, market research, and state licensing requirements the current needs facing current and potential new target audiences
- Collaborate with and extend the expertise of the University's Schools and Colleges to help meet the training needs of business and industry in the state
- Employ the most qualified faculty, including faculty from the University of New Hampshire, to deliver the programs
- Build collaborative relationships with professional societies and groups that can inform the content of program offerings
- Maintain and build the visibility and reputation of programs through in-depth, targeted marketing campaigns and practices
- Ensure that programs are of the highest quality through regular program evaluation

❖ **Success**

- PD&T provides a valuable service to the University. Success of its programs enhances the reputation of the University, demonstrates the University's commitment to serving the needs of business and industry, schools and organizations, and provides high quality training to a wide variety of adult professionals in the state and region.