



ARIZONA STATE UNIVERSITY

E-Communiqué

Vol. 6.2, February 7, 2008

The *E-Communiqué* is published monthly with notices of upcoming deadlines, clinics and seminars, and other matters related to graduate education at ASU. Looking for past issues? The *E-Communiqué* is online at graduate.asu.edu/ecommunique.html.

Past Due!! Graduate academic/catalog revisions were due January 7th

The revision process for the 2008-09 graduate catalog is underway. All catalog coordinators should have received their review materials and directions for editing. The first revisions for graduate academic information are due now and should be submitted to the Provost's Communications Group **asap**. If you have any questions, please send an e-mail to aad@asu.edu or call John Macisac at (480) 965-9358. Please share this reminder with your Graduate Catalog Coordinator, if you are not that person.

Deadlines for 2008-2009 GC Diversity Support Fellowships

Deadlines are fast approaching for Graduate College diversity support fellowships and programs. Reach for the Stars, Doctoral Enrichment, Underrepresented Graduate Enrichment Match (UGEM), and the Social and Academic Mentoring Program (SAM) fellowship deadlines are Monday, March 3, 2008. graduate.asu.edu/gcfellowships.html

The University Graduate Council

The next meeting of the University Graduate Council will be held on Tuesday, February 26th. The deadline for receiving the final copies of all graduate proposals and supporting documents including all unit and college approvals for this meeting of the Council is Friday, February 8th. graduate.asu.edu/graduatecouncils.html

Explore Graduate School Seminars

The Explore Graduate School Seminar series provides information on the graduate application process and financing graduate school to prospective graduate students including ASU juniors, seniors and the campus community. The Graduate College collaborates with the ASU Scholarship Office, Professional Enhancement Programs and other ASU colleges and departments interested in reaching prospective students. If you are interested in co-sponsoring or offering an Explore Graduate School Seminar, contact [Jennifer Cason](mailto:Jennifer.Cason). Schedule and more information: graduate.asu.edu/explore_gradschool.html

Preparing Future Faculty (PFF) Information Fair

Please share the following announcement with your students: Join us on **Tuesday, February 19th from 11:30am - 1:00pm on the Student Services Lawn (Large Tent)** if you are interested in learning more about the PFF program and for more details about the application process. Applicants must have completed at least one year toward a doctoral, MFA, or MSD degree. We will be serving a light lunch. Please RSVP if you will be attending by calling (480) 965-4102 or by emailing grad-RSVP@asu.edu. For more information visit <http://graduate.asu.edu/pff>.

Graduate Student Recruitment Activities

Does your department host an on or off campus graduate student recruiting event? The Graduate College is developing an ASU graduate recruitment calendar at graduate.asu.edu/recruitment_events.html. Prospective students will be able to find you via your department website or through the Graduate College website. Send your grad recruitment event schedule to [Jennifer Cason](mailto:Jennifer.Cason) to be included in our schedule.

The Graduate College offers a variety of programs, services and support initiatives, to assist

departments in recruiting top-notch graduate students and engaging them in campus wide activities. We are continuing to improve our Prospective Graduate Student webpage graduate.asu.edu/prospectivestudents/index.html and best practices graduate.asu.edu/studentrecruitment.html for recruiting students. If you have questions or comments, would like to link your recruitment event or have things you would like to share, contact [Jennifer Cason](#).

New tip for responding to inquiries: Set up a free AOL or Yahoo Instant Messaging account and answer questions instantly for one hour a day.

— Other Announcements/Reminders/Updates —

University Graduate Fellowships Block Grant Program 2008-2009. For process and timeframe see graduate.asu.edu/blockgrant.html

Shades Multicultural Mentoring Program is open to application for advanced graduate students who wish to mentor new first year graduates or undergraduates in similar fields of study. For more information, visit graduate.asu.edu/diversity/shades.html.

The Graduate Faculty

If you need information on how to apply to a Graduate Faculty, update information on your Graduate Faculty Page, set up a Graduate Faculty for a new Ph.D. program, add faculty to your existing Ph.D. program, or would like more information on the Graduate Faculty Initiative at ASU go to graduate.asu.edu/exploregraduatefaculty.html.

Curricular Development

For additional information concerning graduate curricular development, and curricular development forms go to: graduate.asu.edu/gapd/index.html University Curriculum Development information can be found at: www.asu.edu/provost/curriculum

University Graduate Council

Mar 25 (T): Council meeting

Mar 7 (F) Deadline for receiving final copies of all material

Apr 15 (T) Council meeting

Mar 28 (F) Deadline for receiving final copies of all material

The 2007-2008 Graduate Catalog

www.asu.edu/aad/catalogs/graduate/contents.html

—Upcoming Fellowships Deadlines —

Mar 3 (M) 2008-09 Graduate College Dissertation Fellowships deadline

graduate.asu.edu/dissfellowship.html

Mar 3 (M) Doctoral Enrichment Fellowships application deadline.

— Upcoming Deadlines/Events —

Feb 8 (F) Deadline for receiving the final copies of all graduate proposals and supporting documents including all unit and college approvals for the Feb 26, 2008 meeting of the University Graduate Council.

graduate.asu.edu/graduatecouncils.html

Feb 11 (M) Preparing for the GRE seminar in the *Explore Graduate School* workshop series.

graduate.asu.edu/explore_gradschool.html

Feb 18 (M) 1:15 - 2:45 p.m. PSH 153

“Preparing for the Academic Job Search”

Learn about what you can do to prepare for the academic job search, beginning the first day of graduate school. For more information on this and other workshops, visit

graduate.asu.edu/sfs.

Feb 22 (F) Research Conference Awards deadline for conferences to be held in 2008-2009

graduate.asu.edu/researchconference.html

Feb 25 (M) 1:15 - 2:45 p.m. PSH 153

“Preparing Your Curriculum Vitae” (Part One)

Discuss constructing an effective CV for the job search and other purposes. Discussion will include the various components of CVs and how to arrange them strategically. For more information on this and other workshops, visit

graduate.asu.edu/sfs.

Feb 28 (T) University Graduate Council Meeting

graduate.asu.edu/graduatecouncils.html

Mar 3 (M) 1:15 - 2:45 p.m. PSH 153

“Constructing a Teaching Portfolio”

Discussion of the rationale, theoretical underpinnings, and contents for effective teaching portfolios. Also look at sample teaching philosophies, which are foundational for any teaching portfolio. For more information on this and other workshops, visit

graduate.asu.edu/sfs.

Mar 6 (Th) 1:30 - 3:00 p.m. Coor 120

“Interviewing for Academic Jobs”

graduate.asu.edu/enrichfellowship.html

Mar 3 (M) Reach for the Stars Fellowships application deadline.

graduate.asu.edu/reachforthestars.html

Mar 3 (M) Underrepresented Graduate Enrichment Match (UGEM) application deadline.

graduate.asu.edu/ugem.html

Mar 3 (M) Social and Academic Mentoring Program (SAM) deadline.

graduate.asu.edu/sam/index.html

National Fellowships

graduate.asu.edu/nationalfellowships.html

Diversity Fellowships

graduate.asu.edu/gcfellowships.html

Dissertation/Thesis Fellowships

graduate.asu.edu/financial/thesis.html

Postdoctoral Fellowships

graduate.asu.edu/postdoctoral.html

Discuss formats for academic job interviews held at professional conferences, via phone, and on campus and what usually happens in each of those formats. For more information on this and other workshops, visit

graduate.asu.edu/sfs.

April 1 (T) Earl A. and Lenore H. Tripke Professional Workshop Travel Awards 2007-2008 graduate.asu.edu/tripke.html

HELPFUL HINTS FROM THE GC

Having problems printing the *E-Communique*?

Try going into your page setup and setting the left and right margins to .5".

GC Online Forms for Students

graduate.asu.edu/forms/index.html

Graduate Student Profiles

graduate.asu.edu/profiles/index.html Do you want to feature one of your graduate students?

Notify Kathy Douglas at kdouglas@asu.edu

Graduate Students in the News: contact

kdouglas@asu.edu and

michele.stgeorge@asu.edu with the information to link to the story.

The "Dean's Message" many of you use in your packets to prospective students: a pdf file is ready for you to download and copy.

graduate.asu.edu/files/pdfs/DeansLtrr.pdf