The Graduate School

The Graduate School was established at the University in 1910 to oversee the quality and vitality of graduate programs across the campus. Although much has changed since its inception, the Graduate School continues to play an important role in providing administrative oversight of the rules and regulations that govern all aspects of the graduate educational experience.

The Graduate School is likely best known for providing day-to-day support to graduate programs that focuses on the student academic experience. Programs rely on the Graduate School to assist with recruiting and admissions by providing competitive fellowship packages and processing the tens of thousands of applications received each year. After students are enrolled, the staff at the Graduate School works closely with departments to process hundreds of petitions each semester that range from late registration requests to a leave of absence, and once a student completes their degree requirements the Graduate School degree evaluators review and certify every doctoral degree and nearly all master’s degrees awarded by the University.

In addition to the day-to-day academic and financial student support provided, the staff also works closely with graduate faculty, campus leaders, the Texas Higher Education Coordinating Board, and the UT System to create new degree programs, to conduct external program reviews, to review, create and approve academic policies, as well as to facilitate faculty travel and research leave. The Graduate School also works with non-academic units to build partnerships which ensures that graduate students have access to career services, writing resources, affordable housing, and training programs that enhance teaching and classroom skills.
Recruiting and Admitting Graduate Students

In fall 2016 the Graduate and International Admissions Center (GIAC) officially joined the Graduate School. The two offices have worked side-by-side for more than two decades to recruit and admit graduate students to nearly every graduate program across the campus. This fall the Graduate School will attend 13 recruitment fairs in the State of Texas and 6 out-of-state, primarily with an emphasis on recruiting students who bring diversity to the campus.

GIAC serves as the gateway to graduate education at the University of Texas at Austin. Staff in GIAC answer more than 15,000 phone calls and visit in person with around 3,500 prospective applicants every year. For fall and summer 2016, GIAC processed 28,979 applications from all 50 States and 138 countries. While over 14,000 of the applications came from the U.S. and U.S. territories, more than 10,000 applications were from China, India, and Korea. Approximately 32% of our applicants identify themselves as white and 17% identify themselves as Hispanic, Asian, Black or African American, or other ethnicities.
The average age of our applicants is 26, with the youngest applicant a 17-year old and the oldest a 76-year old.
Graduate Student Services handles many of the issues related to monitoring student progress and assuring that student programs satisfy University-wide requirements and standards established through the Graduate Assembly. For instance, in AY2015/16, Graduate Student Services took in over 6,000 documents related to registration, adds and drops, corrections of student transcripts, authorization of non-faculty to teach graduate courses, and MS and PhD final submissions.

Graduate Student Services monitors student progress reviews performed by Graduate Studies Committees, and is ultimately responsible for closing student programs when students do not make adequate progress towards their degrees. The staff also monitors student employment eligibility for student academic titles, such as Assistant Instructors, Teaching Assistants, and Graduate Research Assistants. Finally, this area is responsible for the final review of PhD candidacy applications, as well as the final determination and certification of nearly 3,000 graduate degrees awarded during the academic year.
AY 2015/16: MORE THAN 450 PETITIONS FOR STUDENT EMPLOYMENT EXCEPTIONS

AY 2015/16: STUDENT PROGRESS TO PHD AND DEGREES AWARDED

AY 2015/16: OVER 6,000 DOCUMENTS LOGGED BY OGS STUDENT SERVICES:
FINANCIAL SUPPORT FOR NEW AND CONTINUING STUDENTS

Fellowships

Nearly $20 Million in fellowships were awarded for AY2015/16 through funds provided by the Graduate School and external agencies. These fellowships are crucial to recruiting and retaining our best graduate students. In addition to the centralized awards that are administered by the Graduate School, funds are allocated to colleges and schools (decentralized) to make awards to their most academically competitive students.

The Graduate School also administered more than $4.5 million to 129 students who were funded last year by external sources, such as the National Science Foundation. In 2015-16 Graduate School provided over $300,000 for 685 graduate student travel awards.

All centralized major fellowships from the Graduate School include a stipend, tuition, and funds to be used for student insurance. Some of the most prestigious centralized awards are:

- 15 Harrington fellowships with a total award of ~$50K/yr per fellow
- 42 named endowed continuing fellowships with a total award of ~$40K/yr
- 48 diversity recruitment fellowships with a total award of ~$40K/yr

UT AUSTIN FELLOWSHIPS ADMINISTERED OR FUNDED BY THE GRADUATE SCHOOL

AY2015/16 ($15,291,107)

Continuing Awards
688 awards (418 centralized / 270 decentralized) for $6,753,698

Recruitment Awards
439 awards (118 centralized / 321 decentralized) for $8,537,409
Total centralized awards – 536 awards for $7,536,020
Total decentralized awards – 591 awards for $7,755,087
**FACULTY AND PROGRAM DEVELOPMENT**

**Working with Faculty and the Graduate Assembly**

The Graduate School works closely with colleges and schools to coordinate and implement external reviews for every graduate degree program.

“In the AY2015/16, 36 degree programs in 17 fields of study offered in 8 schools/colleges were reviewed.”

The staff at the Graduate School facilitates legislative activity for the Graduate Assembly that can impact individual programs or the entire graduate community. This past year several important policy decisions were made by the Graduate Assembly regarding:

- Requirement for periodic review of test-score waivers granted in Option III programs
- Policies related to multi-author/multi-article dissertations
- Review and revise guidelines for Option III degree programs
- Establish guidelines for requesting waivers of standardized test scores
- Establish Dell Medical School representation on Graduate Assembly

In addition to reviewing and approving academic policies, the Graduate Assembly also reviews issues and requests from various degree programs. This past year, the Graduate School organized and facilitated requests for the Graduate Assembly’s review that involved:

- Updating the name of the field of study/degree major – Mexican American and Latina/o Studies
- Creating an Option III degree program: MS Marketing
- Creating a dual-degree program: Information Studies/English
- Creating a portfolio program: Security Studies
Eligible faculty may apply for up to $1,200 per academic year for allowable travel expenses to present original papers at scholarly and professional meetings. In 2015-16 the Graduate School awarded 1,114 Faculty Travel Grants totaling $1,113,600.

Additional faculty support is facilitated by the Graduate School through Faculty Research Assignments (FRAs) and Summer Research Assignments (SRAs). Both the FRAs and SRAs provide faculty members with salary support while they concentrate on research and writing.

Faculty Leave and Travel

Eligible faculty may apply for up to $1,200 per academic year for allowable travel expenses to present original papers at scholarly and professional meetings. In 2015-16 the Graduate School awarded 1,114 Faculty Travel Grants totaling $1,113,600.

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FACULTY RESEARCH LEAVES (FRAS / SRAS) – TOTAL $1,469,903
35 FRAS, FOR A TOTAL OF $808,984
43 SRAS, FOR A TOTAL OF $660,919
Support for Auxiliary Academic Programs and Lectures.

The Fund for Academic Enrichment enhances the graduate educational experience by funding lectures that are a part of workshops, graduate courses, seminars, exhibitions and academic conferences hosted by The University of Texas at Austin. Graduate students, registered graduate student organizations, and faculty are eligible to apply for funding. Over the past two years the Graduate School has awarded over $156,000 to support more than 75 lectures, conferences and seminars.

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THE MICHENER CENTER FOR WRITERS

The center is named for the writer James A. Michener, with classes offered by faculty from Liberal Arts (English), Communication (Radio Television and Film), and Fine Arts (Theatre and Dance). The Graduate School provides administrative oversight to ensure that the Michener center continues to serve and educate writers from different corners of the campus, and that it will remain one of the top creative writing programs in the world.

THE DOBIE PAISANO RANCH

The Dobie Paisano Ranch consists of 250 acres of land where the late J. Frank Dobie’s ranch home sits. The home is now used to provide the Dobie Fellows with solitude, time and a comfortable place to think and write. The Graduate School, along with the Texas Institute of Letters, provides the director with financial resources and administrative assistance in selecting the writing Fellows and maintenance of the property.
MARVIN HACKERT
Dean, ad interim
- Faculty Development Programs
- Faculty Travel Awards
- Big XII Faculty Fellowship Program
- Faculty Mentoring Fellowships
- Graduate School Fellowships
- Student Travel Awards
- Applications for Doctoral Candidacy
- Select Admissions Program
- Academic Committee (GA)

ELIZABETH KORVES
Assistant Fellowship Manager

ANN PAGE
Administrative Associate (50%)

LISA JASKOLKA
Coordinator, Faculty Development Program

DEAN NEIKIRK
Associate Dean
- Academic Standing: warning status, bars on registration
- Applications for Doctoral Candidacy
- Programs of work for Master’s Degree
- Monitoring Progress of Master’s & Doctoral Students
- Leaves of Absence, Re-admission
- Petitions
- Scheduling Final Oral Examinations
- Non-resident Tuition Entitlement Certification
- TA, AI, GRA, ITA, IAI Employment
- 99-hour Rule
- Administrative Committee (GA)

JULIE MEYER
Director, Graduate Student Academic Services

DANIELLE THOMA
Assistant Director, Recruitment, Outreach and Communication

DIANA LARKIN
Senior Administrative Associate

MATTHEW ANDERSON & KAROLINE SPENCE
Administrative Assistants (62.5%)

NANCY RILEY
Executive Assistant

ERIN RHODES
Administrative Associate

JOHN DALTON
Assistant Dean
- Student Services
- Career Services
- External Relations
- Donor & Alumni Relations
- Graduate Student Recruitment
- Special Events
- Convocation
- Student Awards
- Grievances
- Academic Enrichment Fund
- Workshops
- Graduate Housing

JULIE MEYER
Director, Graduate Student Academic Services

DIANA LARKIN
Senior Administrative Associate

MATTHEW ANDERSON & KAROLINE SPENCE
Administrative Assistants (62.5%)

RENEE BABCOCK, HOLLY BHASIN, DAVID CONRAD & BOB PENMAN
Degree Evaluators