## **Council of Graduate Schools**

## Doctoral Initiative on Minority Attrition and Completion Policies, Practices, and Interventions Template(Website Version)

INSTRUCTIONS: For each science, technology, engineering, and mathematics (STEM) doctoral program:

(1) indicate the policies, practices, and interventions that are in place as of the DATE by using an "yes" and "no"

(1) indicate the pumber of years that each policy, program, and intervention has been in place; and
 (2) estimate the number of years that each policy, program, and intervention has been in place; and
 (3) for those policies, practices, and interventions that you feel have a particularly significant impact on completion among underrepresented minority STEM doctoral students, provide a brief description and explanation

INSTITUTION:			
NAME OF THIS PROGRAM:			
NAME OF PERSON COMPLETING THIS TEMPLATE:			
PHONE:			
EMAIL:			
Policies, Practices, and Interventions	Using "yes" and "no", indicate whether the policy, practice, or intervention has been in place as of DATE	Estimated total number of years in place: A = 0-1 year B = 2-7 years C = 8+ years D = unknown	Briefly highlight a few of the policies, programs, and interventions that have had a particularly positive impact on completion rates among underrepresented minority students enrolled in your doctoral program.
Selection and Admissions	1	1	
Offer pre-admissions visits to campus			
Plan faculty visits to prospects' campuses			
Engage in targeted recruitment for underrepresented minority students at minority-			
focused job fairs and conferences			
Engage in targeted recruitment for URM students at minority-serving institutions			
Engage in targeted recruitment via programs such as the McNair Program and the Leadership Alliance			
Arrange visitation events for accepted students			
Involve faculty in admissions decisions			
Make completion/attrition/placement/etc. data publicly available			
Provide department/faculty profiles via web/print material			
Select students on basis of "fit" to program			
Use summer research opportunities as recruitment tools			
Other			
Advising and Mentoring			
Assign designated advisor upon enrollment	1		
Provide graduate handbook to students			
Hold program/department orientation for new graduate students			
Provide faculty record of advisees' success in program to students			
Offer a clear process for selection/assignment of advisors			
Provide information on changing advisors			
Use early research experiences as mentoring tools			
Provide targeted mentoring for ABD students			
Permit students to have multiple faculty mentors (especially for interdisciplinary			
programs)			
Provide peer mentoring program			
Offer new faculty advising/mentoring workshops			
Provide web-based mentoring resource for faculty			
Grant faculty mentoring awards			
Conduct annual student evaluations (preferably written)			
Other			
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Research Mode			
Encourage early research involvement (e.g., lab rotations, etc.)			
Host research fairs			
Foster university-wide community of underrepresented minority students			
Encourage collaborative research/publications between faculty and students			
Other			

## **Doctoral Initiative on Minority Attrition and Completion** Policies, Practices, and Interventions Template(Website Version)

INSTRUCTIONS: For each science, technology, engineering, and mathematics (STEM) doctoral program:

(1) indicate the policies, practices, and interventions that are in place as of the DATE by using an "yes" and "no"
 (2) estimate the number of years that each policy, program, and intervention has been in place; and
 (3) for those policies, practices, and interventions that you feel have a particularly significant impact on completion among underrepresented minority STEM doctoral students, provide a brief description and explanation

INSTITUTION: NAME OF THIS PROGRAM: NAME OF PERSON COMPLETING THIS TEMPLATE: PHONE: EMAIL:			
	whether the policy,	Estimated total number of years in place: A = 0-1 year B = 2-7 years C = 8+ years D = unknown	Briefly highlight a few of the policies, programs, and interventions that have had a particularly positive impact on completion rates among underrepresented minority students enrolled in your doctoral program.

Financial Aid/Funding         Limit the number of quarters/semesters during which students are able to teach         Integrate fellows into the department         Provide travel grants enabling underrepresented minorities to attend professional         meetings         Offer guaranteed multi-year financial support         Teaching assistantship         Research assistantship         Participation in traineeship program (e.g., IGERT, NIH)         Provide paid health insurance         Other         Program Environment         Have graduate student/social program committees         Include student/faculty program/research discussions/seminars         Include student members on program committees         Offer progressive teaching assignments over time         Have graduate student organization within program/department         Have graduate student organization within program/department         Have graduate student organization within program/department         Have graduate student programizecon student within program/department         Have graduate student oncom/second student interactions         Have graduate student oncomrasization within program/department         Have graduate student oncomrasization within program/department         Have graduate student oncomrasization within program/department         Have graduate student nonors/awards/reconntinon ceremony <th>_</th>	_
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Ensure transparency in program environment	
Other	
Curricular Practices and Procedures	
Administer exit interviews/surveys (completers & non-completers)	
Track students' academic progress	
Track students' placement and career outcomes	
Make available periodic program review outcomes, profiles	
Provide teaching assistant preparation workshops	
Facilitate student/graduate school dialogues (e.g., Meet the Dean)	
Have a newsletter: interdisciplinary/community opportunities (electronic or printed)	
Offer student professional development workshops/seminars	
Host seminars/workshops for minority students	
Provide information on dissertation process	
Offer dissertation workshops/camps/ fellows/resources	
Have a web-based dissertation progress tracking tool	
Have orientation for graduate program directors and graduate secretaries	
Convene routine meetings between graduate deans and program directors	
Have process for grievances, conflict resolution, ombudsman	-
Provide candidacy certificate/recognition	
Other	