



TEXAS TECH UNIVERSITY™

The Division of Graduate and Postdoctoral Affairs-- An Overview

Mark A. Sheridan

Vice Provost for Graduate and Postdoctoral Affairs

Dean of the Graduate School

Fall 2023





Graduate/Postgraduate/Postdoctoral Education...

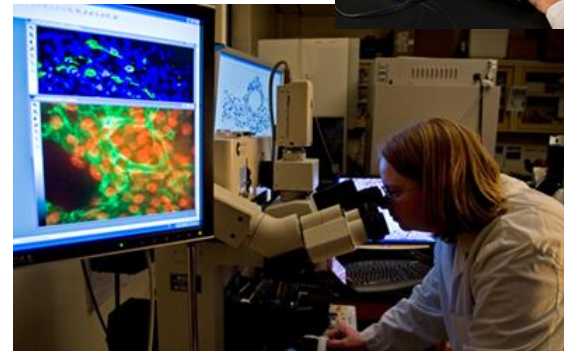
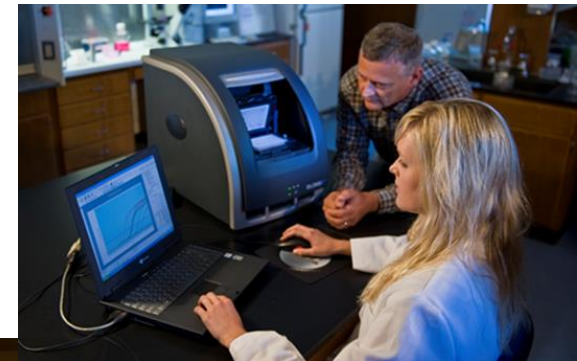
- Essential for the developing a highly-skilled workforce
- Prepares the K-12 teacher workforce
- Prepares future college and university faculty
- Develops leaders for business, nonprofit, and government sectors
- Develops innovators and entrepreneurs





Graduate/Postgraduate/Postdoctoral Education...

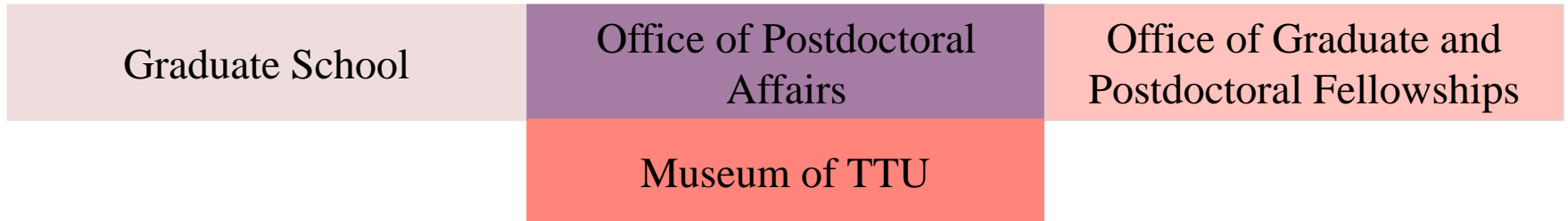
- Leads to groundbreaking research & innovation
- Facilitates technology transfer
- Establishes new start-ups that create jobs
- Strengthens communities through social action
- Promotes public health initiatives
- Enhances society through arts, humanities and social sciences
- **EXPANDS ECONOMIC OPPORTUNITY**



TTU Graduate & Postdoctoral Affairs



Organization of the Division



Leadership team:

Mark A. Sheridan, Vice Provost/Dean

Tim Dallas, Associate Dean (funding/fellowships)

Kristi Gaines, Associate Dean (student affairs)

Heather Greenhalgh-Spencer, Associate Dean (programs)

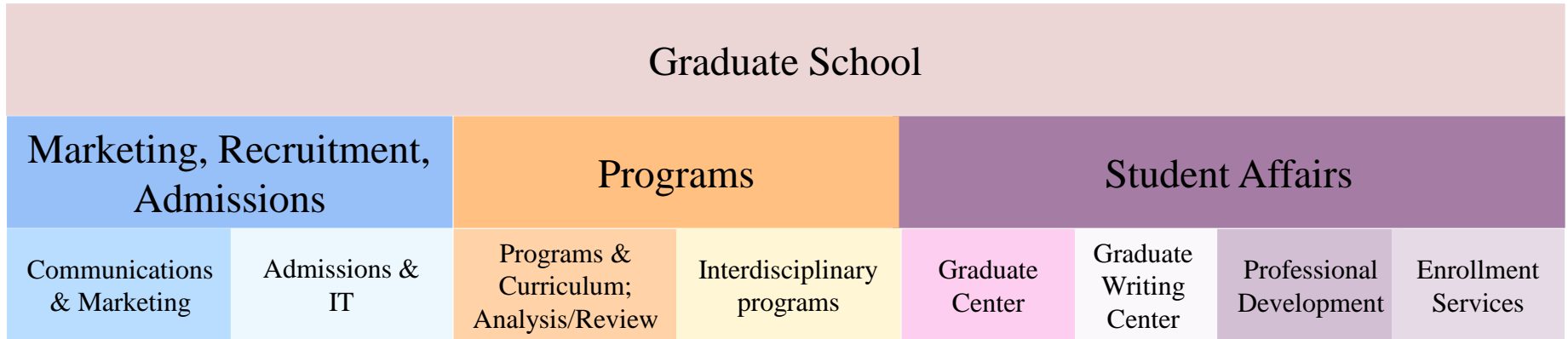
Governing Bodies

The Graduate Council (14 members)

The Graduate Faculty



The Graduate School



Graduate Education at TexasTech



Roles of the Graduate School

- Provide overall leadership for graduate education at TTU
- Academic home for all graduate certificate, master's, and doctoral students
- “Home college” for interdisciplinary programs (Arid Land Studies, Biotechnology, Cross-cultural Studies, Interdisciplinary Studies, Heritage & Museum Science, PSM, Wind Science and Engineering)
- Review/approve graduate program/curricular requests
- Manage/credential graduate faculty
- Develop and implement university graduate enrollment management plan
- Coordinate marketing and recruitment efforts with departments/programs

Graduate Education at Texas Tech



Roles of the Graduate School—con't

- Manage application and admission process (includes transcript evaluation, residency determination, issuance of initial attendance immigration documents; sponsored students)
- Manage graduate student enrollment/progress and IDPs
- Manage graduate student appointments (e.g., TA, RA)
- Manage The Graduate Center
- Coordinate/host professional and career development activities as well as graduate student networking and health & Wellness activities
- Coordinate Graduate School-sponsored presentation events (e.g., Arts & Humanities Conf, poster comp, 3-min thesis comp)

Graduate Education at Texas Tech



Roles of the Graduate School—con't

- Review, approve, and archive disquisitions
- Coordinate disquisition award competitions
- Award certificates and degrees
- Coordinate/host faculty mentoring activities
- Conduct surveys of graduating students and alumni that are used to inform program improvement (institutional effectiveness)
- Manage review of graduate programs
- Assure compliance and provide reports (e.g., THECB, SACSCOC, NSF, etc.)



Office of Graduate and Postdoctoral Fellowships

- Administer internal fellowship programs
- Assist students/postdocs with finding external funding opportunities and with developing competitive applications
- Coordinate submission of fellowship applications
- Award administration
- Coordinate development and submission of institutional training and inter/transdisciplinary grants



Office of Postdoctoral Affairs

- Manage recruitment and appointment of postdocs
- Coordinate annual reviews and individual development plans (IDP)
- Coordinate professional and career development activities



Collaboration Opportunities

- Letter of Intent
- Affiliation
- Consortiums
- Research Collaboration
- Articulation
- Dual Degree



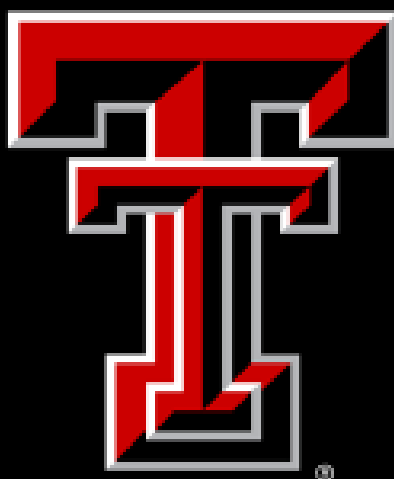
Contact

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Dean of The Graduate School

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TEXAS TECH

UNIVERSITY®

From here, it's possible.



Advisor-Student Relationship

The function of this relationship is critical for success

Roles:

- Teacher
- Coach
- Research director
- Counselor
- Career advisor
- Role model



There is no ONE style of mentoring. Different students may require different styles. (see Graduate School website for resources)



Graduate Faculty

- Participate in developing policies of The Graduate School, establishing requirements for graduate degrees, and voting on candidacy for degrees
- Serve as instructor for graduate courses*
- Conduct graduate exams
- Serve on thesis and dissertation committees
- Serve as major advisor

*For undergraduate/graduate “tandem” courses, there MUST be substantively additional and distinct requirements for graduate students



Expectations for Major Advisors

- Know the rules and help students navigate them; assure that students meet all deadlines
- Be actively engaged in student's professional and career development; participate in preparing an IDP
- Be fully invested in all student products; assist with fellowship applications and assure that disquisitions meet professional standards



Faculty Resources and Development

- Workshops on important topics
 - Raider roundtable (Graduate School series on mentorship)
 - Faculty Success Workshops
 - VPRI Workshops
 - TLPDC
- Graduate School website and RaiderLink Portal [Grad School - TexasTech Portal](#)
- Expand vision of career options for students/postdocs (IDPs)
- Facilitate multi-investigator grants
- Career development