Dean’s Message

Summer is a great time to work with our graduate students. Just before writing this, I met with one of my Ph.D. students to get an update on his experimental studies. Before that, I talked with an incoming graduate student about her planned project. Prior to meeting with those students, I was working on travel plans to attend a conference next month, where one of my graduate students will accompany me and present a poster on his work. I expect that many of you likewise find spring and summer to be an excellent time for working with graduate students, placing graduate students in internships, and/or traveling with your graduate students for field work, study abroad, or professional conferences.

Spring and summer are also a great time to recharge and reinvigorate before the start of the upcoming academic year. We recently held our second annual Graduate Studies Summit, which many of our Graduate Program Managers and Graduate Coordinators attended. Our sessions focused on Becoming BYU, a topic eloquently outlined by President Reese in his Inaugural Response last fall.

In addition to taking time to focus on and connect with our BYU Mission roots this summer. I hope you’ll also plan time for yourself and family, so that you’ll feel refreshed for the coming fall.

Many of you have already had the chance to meet Amy Royer, our new Assistant Dean of Recruiting and Admissions. Amy received multiple graduate degrees from BYU and has previously worked as a Graduate Program Manager for two different departments. We welcome Amy to the Graduate Studies team and are confident that you will benefit from her enthusiasm, expertise, and hard work.

I am highly appreciative of everything that you do to help our graduate students succeed at BYU.

Best regards,

Adam T. Woolley
Dean of Graduate Studies
Updates

New Associate Dean of Graduate Recruiting & Admissions

This spring Amy Royer joined Graduate Studies as the new Associate Dean of Graduate Recruiting and Admissions. Amy previously worked as a graduate program manager in both the Chemistry and Statistics departments. We hope you’ll join us in welcoming her.

Change in Transcript Notation

While students are currently enrolled in thesis/dissertation/project courses, their transcript will show a “T” to indicate that their graduate project is in progress (no change).

Once completed and they have passed their thesis/dissertation/project requirements and are given full credit, the students’ transcripts will then show “CR” to indicate that they received full credit. (Previously they received a “P” for pass.)

Personnel Change Forms

Whenever there are changes to graduate personnel in your departments: program managers, coordinators, or department chairs, be sure to fill out a Personnel Change Form to request their access to AIM, and to allow us to update our records and listservs.
Upcoming Events

Graduate Studies Newsletter

Graduate Studies University Conference Workshop

Tuesday, August 27
12:50-2:00 p.m., 377 CB

Graduate Associate Deans, Department Chairs, Graduate Coordinators, & Program Managers

Graduate Student Events

Tuesday, September 10
International New Student Orientation
4:00 – 6:00 pm, HC back patio and Assembly Hall
For all international graduate students admitted in 2024

Thursday, September 12
An Evening for New Graduate Students
6:00pm, WSC Ballroom
for all graduate students admitted in 2024 (winter, spring/summer, fall)

Thursday, September 19
Meet the Dean
11:00-2:00, FPH lawn
for all graduate students admitted in 2024 (winter, spring/summer, fall)

Wednesday, September 25
Opening Social BBQ
6:00-9:00 p.m., CONF patio & field
for all graduate students & their families
INRACEDS

UPDADTED DEADLINES FOR
APPLICATION SUBMISSIONS &
DECISIONS

The Graduate Studies application
submission and decision deadlines have
been updated. The new dates will conflict
with some graduate programs’ published
2024-2025 submission deadlines, but
please know that we are happy to work
with each of these programs to minimize
disruption with the current application
cycle (specifically those with winter
admission deadlines).

These dates will be the same each year
and will allow for Slate to be down for the
first two weeks of September to
implement annual admission updates and
be ready to go live by September 15 for the
upcoming academic application cycle.

<table>
<thead>
<tr>
<th>Semester/Term</th>
<th>Priority All applications submitted in Slate</th>
<th>Hard Final decisions received by departments in Slate</th>
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<tbody>
<tr>
<td>FALL</td>
<td>May 15</td>
<td>June 15</td>
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<tr>
<td>WINTER</td>
<td>August 15</td>
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<td>SPRING</td>
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<td>SUMMER</td>
<td>February 1</td>
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CONDITIONAL VS. PROVISIONAL
ADMTS

Conditional Admits
These are applicants who must satisfy a
requirement BEFORE beginning their program
of study. A conditional admit is usually used for
an applicant with a foreign degree who needs to
complete the foreign credential evaluation.

In rare cases, conditional admission can be
used if a class needs to be completed and a
specific grade obtained BEFORE an official
admission decision can be made. If the
class is held outside of BYU or is not
associated with BYU, the student would be
classified as a conditional admit. This
requirement can usually be hard to
complete before the start of the program of study. If the student is an international
applicant, the student would not have
enough time to take a class, receive a
grade, and receive an official offer of
admission to begin the student visa
process.

For domestic and international students
who need a class outside of BYU BEFORE
an official admission decision can be made,
we recommend that departments direct
domestic and international applicants to
apply for the following academic year so
that they can complete the requirement/s
that would fall under conditional admittance.

Provisional Admits
Provisionally admitted applicants are
admitted with a condition set by the
respective graduate program admission
committee that addresses a deficiency or
concern. This deficiency or concern
regarding the applicant must be satisfied
BEFORE their program begins if the
requirement/s are associated with BYU, or
DURING their program of study. Failure to
satisfy the provision in a timely manner is
grounds for termination from the program.

Both conditional and provisional
recommendations should clearly articulate
what the conditions are and when they
need to be completed with a clear deadline
for completion.
Admissions

ENGLISH PROFICIENCY PETITIONS
Minimum Standards & Exceptions

Moving forward, to petition for an English proficiency exam exception, the applicant must have taken one of our accepted exams before a petition can be submitted. We recognize, however, that there may be certain circumstances where the exam is unnecessary. We continue to welcome these petitions, but for the petition to be approved, evidence must be submitted demonstrating an applicant’s listening, reading, speaking, and writing skills.

An example summary for a petition:

Said applicant completed their bachelor’s degree in the United States four years ago and, since that time, has been working in the U.S. on an OPT and/or H1-B visa. The applicant holds the position of lead project engineer. A recommendation from the applicant’s supervisor indicates that they have impressive presentation and speaking abilities and compelling writing skills. In addition, Professor Y had an in-depth Zoom conversation and found the applicant’s listening and thinking abilities were sharp; they carried the conversation well and responded clearly and concisely.
Graduate Student Evaluations

Two evaluations need to be completed for each of your graduate students for the 2023-2024 Academic Year.

Evaluations are due September 30, 2024, but it’s good to stay on top of the evaluations during spring/summer if possible so you don’t need to worry about it at the beginning of Fall semester.

Please note these evaluations are very important in letting the students know how they are doing in your program; simply giving them a satisfactory evaluation is not helpful or beneficial to the student, especially if they are struggling with their coursework, thesis, or dissertation. As a reminder, it is helpful to define what constitutes a student who is making satisfactory progress in the Graduate Studies Policy Handbook (see pp. 25-28, Evaluations of Student Progress). Similarly, definitions should be included for marginal and unsatisfactory progress.

Graduate students should be contacted via a letter (email) each time an evaluation is made to let them know how they are doing in your program so they are not caught off guard if they receive a negative evaluation. Effective communication is key to avoiding a student grievance and very important to a grievance committee if a grievance is filed (see University Student Grievance Policy).

Thank you so much for all you do for your graduate students; it means more to the students than you know!
Data Notes

New Public Data Available

Graduate Program Statistics offers the following data which can be used for possible recruiting purposes:

- 5-year acceptance rates
- Admitted student statistics
- Graduation statistics

You can find this data on our website at: gradstudies.byu.edu>Programs>Graduate Program Statistics (direct link).

Questions? Contact Leslie Toone, Data Analyst, leslie_toone@byu.edu, (801-422-7396)
Fund Usage: Recruiting and Recognizing Graduate Student Excellence (RRGSE)

For those programs that received RRGSE funds (or may in the future), we'd like to remind you of a few parameters:

1) The RRGSE funds must be used only in conjunction with the approved proposal that was submitted to Graduate Studies; these funds must directly benefit graduate students or potential graduate students.

2) Communication between the department chair, graduate coordinator, and program manager is important to avoid misuse of these dedicated resources.

Questions may be directed to Jan Goodrich, Graduate Studies Controller (jan_goodrich@byu.edu) or MariLee Allred, Assistant to Dean Woolley (marilee.allred@byu.edu).

Slate Resources

Faculty and Staff Resources/Slate Tutorials

Faculty and Staff Resources/Workshops
We enjoyed seeing many of our graduate program managers and coordinators at our Graduate Studies Summit on Wednesday, June 12. Our guest speakers shared informative and inspirational messages about how graduate administrators can help graduate students in fulfilling the mission and charge of “Becoming BYU.”

**President C. Shane Reese**
President Reese kicked off our Summit with a warm welcome and words of encouragement. He emphasized the divinely appointed mission of BYU and how each of us can make a significant impact on the lives of our graduate students. He shared his own experience as a graduate student and the life-changing encouragement offered by the graduate secretary in his department.

**Lisa Valentine Clark, BYU Broadcasting**
BYU Radio host, Lisa Valentine Clark shared some ideas for using our creativity to make a positive impact, both in our own lives as well as with those with whom we interact. Using the improvisation concept of “Yes, and ...” can help us be open to new ideas and possibilities, especially when we are facing challenging circumstances.

**Kerry Muhlestein, Religious Education**
Ancient Scripture faculty Kerry Muhlestein shared some of his experiences with growing faith, becoming bilingual in the language of academia and the Spirit, and working through periods of doubt. He also invited the group to consider some questions for discussion. Dr. Muhlestein facilitated a discussion and allowed time for the sharing of ideas of how different graduate administrators have connected with their graduate students, encouraged positive relationships between students and faculty, and fostered a supportive environment, especially for those students experiencing faith challenges.
Event Highlights

2024 Graduate Studies Summit Recap

Carl Hanson, Public Health
Carl Hanson’s area of research focuses on wellness, especially the tie between mental and physical wellness in teens and young adults. Dr. Hanson began his presentation by leading the group through some simple chair yoga exercises and then shared several ideas about how we can foster an environment of wellness, both for ourselves and our graduate students. As teens and young adults are facing mental wellness challenges in increasingly greater numbers, Dr. Hanson provided several tips and resources for ways to model & incorporate wellness practices in our work with graduate students. Slides from his presentation may be found on our website: https://gradstudies.byu.edu/graduate-studies-summit, > Conference Presentation Resources.

Jennifer Rockwood, Women’s Soccer Coach
Coach Rockwood closed our Summit instruction with her inspiring message about how she has incorporated gospel principles and team-building techniques to build a winning women’s soccer team. She related how we can share our light and apply these same principles to strengthen and encourage our graduate students, as well as our own organizations, through positive leadership. Her key points included: find and know your why, positive mindset & mental strength training, control the controllables, control your thoughts, have gratitude and belief, and be a ray of light.
Thank you, 2023-2024 Graduate Student Society (GSS) Leadership!

2024-2025 Graduate Student Society Leadership

Carlos Moreno
GSS President
Gatesville, Texas
Microbiology & Molecular Biology PhD

Ashley Pun
Vice President of Events
Denver, Colorado
Communications MA

Taylor Gent
Vice President of Operations
Pahrump, Nevada
Masters of Accountancy

Lacey Hamilton
Vice President of Engagement
Rexburg, Idaho
English MA
Graduate Studies Belonging Statement

Graduate Studies seeks to nurture a community grounded in unity, mutual respect, and charity toward all. We strive to support graduate programs at Brigham Young University in the following ways:

1. We will develop policies and procedures that promote the recruitment, admission, retention, and support of all current and eligible prospective graduate students including students of color, women, and other underrepresented groups.

2. We strive to support an environment where multiple perspectives are shared, challenged, and valued for optimal learning so graduate students may become sensitive citizens and ambassadors, informed and aware of both diversity and culture, helping to make our BYU community and the broader communities in which they live more just, unified, and inclusive.

3. We will partner with BYU faculty, staff, and administration to foster an environment of inclusivity in all graduate programs where individuals of diverse backgrounds can succeed together in fulfilling BYU’s aims and mission.

4. We will support graduate programs in mentoring and advancing graduate faculty of color, women graduate faculty, and graduate faculty from other underrepresented groups, encouraging diverse perspectives and contributions to enhance the graduate education experience.

5. Graduate Studies will annually assess for accountability by measuring outcomes from year to year regarding our stated aspirations and/or university guidelines.