

# K-State Graduate School

## Weekly Newsletter

### **August 25, 2020** [Events and Deadlines](#)

This newsletter is distributed to department heads, graduate program directors, graduate program contact staff, and graduate faculty.

#### **Graduate School Orientation Canvas Course**

The Graduate School has developed a Graduate School Orientation Canvas course to provide new graduate students the information that is normally shared at our in-person orientation sessions. Last week, graduate students who are beginning programs in fall 2020, as well as continuing graduate students, have been granted access to the course. If students have not enrolled for the fall 2020 semester, they might not be added to the course. We will continue adding students into the fall semester. The course will be available to students throughout their graduate career so they may access the information and resources as needed. Department heads, graduate program directors, program staff, and graduate faculty may request access to the course by contacting Megan Miller ([mmiller@ksu.edu](mailto:mmiller@ksu.edu)).

#### **Important Information for All Graduate Faculty, Graduate School and Graduate Program Administration**

Beginning fall semester (August 17th), the Graduate School is transitioning to all online submission of electronic forms/documents. The links to all Graduate School electronic forms, including programs of study, program/committee change forms, approval to schedule final examination forms, and request for preliminary ballots, are available on the Graduate School website. After an electronic form is submitted, email notifications will be sent to the major professor, committee members and program director who must review and approve the document/form. The goal is to facilitate the movement of the document/form through the approval process. After the document/form is received by the Graduate School, the approval process remains the same.

There have been recent updates to the Graduate School's electronic forms to include a departmental advisor/coordinator in the approval workflow if appropriate. Departments that have a program advisor/coordinator who reviews student forms before the committee, should instruct their students to include the advisor/coordinator when submitting electronic forms via the Graduate School website. We plan to release a new look-up tool early in the fall semester to allow faculty and support staff to look up the status of student forms on the form dashboard where Graduate School electronic forms are accessed and submitted.

Departmental support staff will continue to have access to submit electronic forms as a proxy for students if necessary.

Beginning August 10, ballots (preliminary, final and ETDR) will be distributed electronically to the major professor or outside chair using the RightSignature tool. The Graduate School will send out information on the electronic ballot and RightSignature in the next newsletter. Committee members and if applicable, the outside chair will sign ballots after receiving an e-mail with a link to the ballot and the ballot will be returned electronically to the Graduate School after all required signatures have been recorded. This new process should expedite the distribution and submission of ballots as students continue to defend using zoom or other teleconferencing systems.

Beginning fall semester, students will have the option of conducting their defenses on campus using social distancing and masks guidelines. However, if the student or any member the supervisory committee wishes to participate via zoom this request is to be honored. The approval form should include not only the location of the defense if held face-to-face on campus, but also the zoom meeting link. This is imperative for doctoral defenses as they are to be publicly available.

### **Save Date: Graduate School Fall Update Meeting, September 16<sup>th</sup>**

All department heads, graduate program directors, and graduate program contact staff are encouraged to attend the Fall 2020 update meeting with the Graduate School administration team on **September 16<sup>th</sup> 3:00 – 5:00 pm**. Join [via Zoom](#).

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### **Graduate Program Directors**

#### **[Opportunities to promote graduate programs to Oklahoma State University students](#)**

Oklahoma State University is hosting a Virtual Career Fair Week, September 15-17, with the following fairs:

- College of Engineering, Architecture & Technology Career Fair
- Business Career Fair
- Agriculture, Food, and Natural Resources Fair

The Graduate School is not participating in these fairs, but we are sharing this information so that individual graduate programs may participate if interested. [Learn more](#) about these OSU fairs.

## **Graduate Faculty**

### **[New Rural/Regional U.S. Scholar Award through the Australian-American Fulbright Commission](#)**

The Australian-American Fulbright Commission is pleased to announce a new U.S. Scholar award focusing on rural and regional issues that would be of particular interest to Kansas State University. **Applications are open until September 15, 2020.** For more information, [visit the Fulbright Scholar Award website](#).

## **Volunteer to be a Poster Judge for Research and the State**

The Graduate Student Council is calling for faculty and post-doc judge volunteers for the annual [Research and the State](#) graduate student poster session. The poster session will be held in a virtual format via Zoom on October 23, 2020. Presentation sessions will be held throughout the day between 9:00am-5:00pm. The time commitment for judges will be 1-2.5 hours. If interested in serving as a judge, please complete a brief [online form](#) to express your interest and provide your availability on October 23.

## **Graduate Students**

### **[Graduate Student Council Travel Awards](#)**

September 1 is the deadline for graduate students to apply for GSC travel awards to attend academic and professional events that begin anytime in November.

Students may apply for a GSC travel award for an event that is currently planned to be held in person. However, per the [announcement made on March 14](#), all university-affiliated or sponsored travel is banned until further notice, and students should not make travel arrangements until the ban is lifted. At this time, GSC travel awards may be used to reimburse registration fees associated with conferences held in a virtual format.

### **[NSF Graduate Research Fellowship Program Information Session](#)**

The National Science Foundation Graduate Research Fellowship Program supports outstanding graduate students in NSF-supported science, technology, engineering and mathematics disciplines who are pursuing research-based Master's and doctor degree. This session will take an in-depth look at the requirements for an NSF GFRP submission. A panel of faculty members who have served on review panels for this program will discuss tips and provide advice that you will not find in this program's Request for Proposals. Students will also have an opportunity to talk about their research ideas with the panel. If you are serious about submitting to this program, this is a session you should not miss.

**3:30-5 p.m.**  
**Tuesday, Sept. 8**

[Please register for this event.](#)

After you register, a Zoom link will be sent out a few days before the event.

## **Post-Doctoral Fellowships in Humanities, Arts, Sciences, and Professional Fields**

The Michigan Society of Fellows provides financial and intellectual support for individuals holding advanced degrees in their fields, who are selected for their outstanding achievement, professional promise, and interdisciplinary interests. Applicants for these fellowships must have received the Ph.D. degree or comparable artistic or professional degree between June 1, 2018, and September 1, 2021. Fellows are appointed as Assistant Professors in appropriate departments and as Postdoctoral Scholars in the Michigan Society of Fellows. They are expected to be in residence in Ann Arbor during the academic years of the fellowship, to teach for the equivalent of one academic year, to participate in the informal intellectual life of the Society, and to devote time to their independent research or artistic projects. This is not an artist-in-residence program but rather an opportunity to develop one's work in conversation with fellows from a range of disciplines during the three years of the fellowship. The Society seeks a diverse and international pool of applicants and especially welcome candidates from underrepresented backgrounds. Final selections will be made in late January 2021. The annual stipend will be \$60,000. **The [online application](#) must be submitted by September 15, 2020.**

## **Call for abstracts: Research and the State**

Registration is open for the Graduate Student Council's Research and the State graduate student poster session, which will be held October 23<sup>rd</sup> via Zoom. Graduate students from all disciplines are invited to participate. Ten presenters will be selected to represent K-State at the annual Capitol Graduate Research Summit (CGRS) held in the spring at the Capitol Building, where graduate students present their posters and discuss the implications their work has on issues in the state of Kansas. Additionally, Research and the State is a great opportunity for graduate students to share their research or scholarly work with the campus community. **ABSTRACT SUBMISSION DEADLINE: September 25, 2020, 11:59 pm CST**

## **GRA/GTA/GA Student Employee Health Insurance for 2020-2021**

Information is available on the Human Capital Website at the following link: <https://www.k-state.edu/hcs/benefits/health/gradhealth.html>. GRA/GTA/GA health insurance information will also be available in the online Graduate School Orientation in Canvas. A brochure was sent to all Department Heads and graduate program contacts via the Listserv system.

GRA/GTA/GA on 0.5 FTE appointments are eligible to **enroll in the health plan beginning August 1<sup>st</sup>**. Students must enroll online and can access the enrollment form on the link above.

Students must pay the cost of the premium at the time of enrollment. Human Capital Services must verify their eligibility; thus it is important that appointment forms be processed for fall semester as soon as your HCS Liaison has all information needed. A link to United Healthcare Insurance Company is provided in the link above, including deductible and other important information.

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