



Kendall Hartley <kendall.hartley@unlv.edu>

Opportunity: Graduate Recruitment Resources

Kate Hausbeck Korgan <kate.korgan@unlv.edu>
Bcc: kendall.hartley@unlv.edu

Wed, Feb 10, 2016 at 1:48 PM

Dear Deans, Chairs, and Graduate Coordinators,

With the doctoral and MFA stipend increases just about done for both state and externally funded students, and impacted GAs about to see that increase in their March paycheck, we're now turning our attention to distribution of resources to support your program recruitment efforts.

The great news: Every department with one or more graduate programs is getting graduate recruitment support in the form of new student recruitment scholarships and access to templates for easy recruitment materials. You also have the opportunity to have us pay for other recruitment support services this year from a menu that will be described below. Depending on the amount of interest, we may or may not be able to support everyone's requests from the recruitment menu below. If we can, we will. If the requests exceed our budget, we'll have to make decisions about who is funded for which recruitment resources based on the R2PC plans you submitted in December.

So, here's what we are able to offer this year:

NEW GRADUATE STUDENT RECRUITMENT SCHOLARSHIP FUNDS

Every department is being awarded funds to be used solely for first year scholarships for newly admitted students for Fall 2016 (or Summer 2016 if that's when you admit). These are intended as a moving allowance or financial enticement to recruit and enroll your very best applicants. The minimum we are giving any Department with one or more graduate programs is \$2,000. See attached Excel spreadsheet for your Department's allocation and note the guidelines for these Awards below:

- If you have fewer than 16 total graduate students in your Department, you will receive \$2,000.
- If you have more than 15 and less than 50 total graduate students your Department will receive \$4,000.
- Departments with more than 25 MFA or doctoral students, or more than 49 total graduate students, or a new Ph.D. program, will receive \$6,000.
- Awards may be given in the amount of \$1,000 (minimum award) or up to the full amount (in \$1,000 increments). So, if you have \$2,000 in your department you may give one \$2k award, or two \$1k awards. If you have \$4,000 you may give one \$4k award, four \$1k awards, two \$2k awards. You get the idea!
- Awards should be distributed within departments based on your strategic R2PC plans. Departments seeking to improve their admissions yield, increase their overall admission numbers, and/or improve quality of admits should be given priority if you have more than one graduate program in your Department.
- We always encourage Departments to use resources to promote both excellence and diversity whenever possible.
- To distribute your funds, please email GradFinancialSvc@unlv.edu with "RECRUITMENT AWARD NOMINATION" in the Subject Line and at least a CC: to the Department Chair and Graduate Coordinator (if staff is sending the email) and tell us: 1) How will you break up the funds (how many awards in what amount)? 2) The name and NSHE ID # of the applicant you are awarding and the amount s/he should be given.
- Please send all your award info in one email no later than April 15th, 2016. Once you do so we will begin dispersing your awards to your designated students. These will be more impactful if your applicants get these offers early, so the sooner you make your decisions and communicate with us, the sooner we can get the offers out to your students.
- The late deadline for Recruitment Awards is May 15th. We will not process Recruitment Awards after this date; unspent funds will be returned to the Graduate College.

OPTIONAL RECRUITMENT SUPPORT OPPORTUNITIES THIS YEAR

Please get back to us via an email to Leslie.Hunter@unlv.edu with RECRUITMENT OPTIONS in the Subject Line no later than Monday, Feb. 22nd at 4pm if you are interested in any of the recruitment support services offered below. That will give us time to tally the costs of all your requests and assess whether we can support everyone or whether we'll need to prioritize based on R2PC plans. Here are your options:

- **KIRA ACADEMIC ONLINE INTERVIEWS:** If you'd like to work with us and our Kira rep to set-up easy, fast, online interviews for your applicants as part of your admissions screening process we'll partner with you to do so. You and your colleagues will need to do approx. 2 or 3 calls with our partners at Kira to set-up the account, and select which questions you'd like your applicants to answer. That's it! It can be set-up and operational in as little as two weeks for you. Interested? Let us know why you'd like to do this, and who will take the lead to manage this with us. We'll then speak with you to get more info and better explain how the system works.
- **GRADSCHOOLMATCH.COM:** If you'd like us to pay for an account for your graduate program please tell us why you're interested in this option, who will put your faculty & program information into the system and manage it, and how you'll ensure that folks will watch it and respond in a timely way to inquiries.
- **GRE/GMAT List Purchases:** To strategically identify students who score above X on the GRE/GMAT and are interested in your type of graduate program, perhaps even here in the West, etc. Sebern will manage this process with you. If you're interested we need to know the criteria by which you'd like to identify prospects. These would be lists for your recruitment efforts for Spring, Summer and Fall 2017 --- it's too late for this to be strategic for this Fall's enrollment.
- **Recruitment Travel by May 1st:** If there is an area- or discipline-specific Recruitment Fair or outstanding recruitment opportunity for your graduate program(s) please provide us with the following: 1) Name of event, dates, destination; 2) Link to website with info; 3) Detailed and clear rationale for why this travel would be impactful for your graduate enrollment and how you would use this trip to increase applications and admissions from targeted groups of students (based on interest area, skills/expertise, diversity, etc.); 4) Metrics for tracking outcomes and assessing success; 5) Budget for travel. Travel must be completed by 5/1/16.

We are also working with WebServices to hire a consultant to assist with Department and Graduate program (as well as Graduate College) websites. Many of you requested help to maximize the impact of your websites, and this process will move us forward in that regard. Stay tuned for more on that as the semester progresses.

Remember these deadlines to participate:

- Recruitment Award distribution info needs to be sent in all one email to GradFinancialSvc@unlv.edu, with RECRUITMENT AWARDS in the Subject Line, per the guidelines above, by 5pm on April 15th, or at the latest, May 15th.
- If you'd like to partner on any of the Recruitment Options above (Kira, GradSchoolMatch.com, GRE/GMAT lists, strategic recruitment travel) you must email Leslie.Hunter@unlv.edu with RECRUITMENT OPTIONS in the subject line and all the info requested above no later than Monday, Feb. 22nd at 4pm.

Thanks, everyone. I hope that this is helpful to you and your R2PC efforts.

All our best,
Kate, Kendall & Sebern



Kathryn Hausbeck Korgan, Ph.D.
Dean, UNLV Graduate College
FDH Building, 3rd Floor
4505 S. Maryland Pkwy.
Las Vegas, NV 89154-1017
[702.895.0446](tel:702.895.0446)
www.unlv.edu/graduatecollege

UNLV Graduate College:

Excellence * Equity * Diversity * Opportunity * Impact



UNLV is an EEO/AA/Title VI/Title IX/Section 504 institution. All qualified applicants to the Graduate College, and admitted students, will receive equal consideration without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, disability, or covered US veteran status.

This email message, including all attachments, is for the sole use of the intended recipients and may contain confidential and privileged information. If you are not the intended recipient, you may NOT use, disclose, copy or disseminate this information. Please contact the sender by reply email and immediately destroy all copies of the original message, including any attachments. Even if you are the intended recipient of this email, the author requests that you do not forward or copy it to any other person or parties without express and prior consent, as this email may contain confidential or legally privileged information. Thank you!



Recruitment Fund Distribution.xlsx

81K