

## NCS-BOTANY PROGRAM PRACTICES

Questions 1A, 1B - Communication with Potential Doctoral Students

Questions 2A, 2B – Admission

Questions 3A, 3B, 3C, 3D – Orientation and Advisement

Questions 4A, 4B – Social Interactions

<b>Questions</b>		<b>Answers</b>
1A	When potential graduate students contact your department for information, who handles the inquiries? (Please provide the title rather than names)	Director of Graduate Programs or Graduate Program Assistant
1B	What type of information is usually sent in response to such inquiries?	Depends on the request. Sometimes web page, sometimes general application instructions, sometimes more detailed programmatic responses
2A	Who in your department makes the decision about which applicants to admit (or to recommend for admission)? (Please provide the title rather than names).	Graduate Admissions Committee (Dept. Head, Director of Graduate Programs, four faculty members, one graduate student representative).
2B	What criteria are used in making this decision?	Letters of recommendation, academic record, statement of interest from applicant, GRE's (usually), TOEFL scores, programmatic needs of department and available advisor's in student's area of interest
3A	How does your department orient new students to graduate study?	One day orientation plus university orientation
3B	Who handles initial course advisement for new doctoral students, and how is that person selected?	Director of graduate programs and thesis advisor (if decided on in advance)
3C	Describe the process by which a student selects or is assigned a dissertation chair.	Student either arranges this before enrolling or can choose an advisor after rotating through different research labs during the first semester.
3D	Can students in your department change dissertation chairs? If so, how is that change accomplished?	Changes occur only if there are problems between student and advisor as a rule. Department Head and Director of Graduate Programs would make the decision with input from the student's advisory

		committee.
4A	Other than formal coursework, does your department offer, sponsor, or support activities designed to foster social support and/or collaborative learning among doctoral students? (E.g., study groups, student organizations, student-student mentoring programs) If so, please describe.	No
4B	Does your department hold regular social activities in which students can interact informally with faculty members and other students? If so, please describe	Yes, two ice cream socials a year and a recruiting weekend that includes meals and presentations by current students. Weekly seminars have 30-minute refreshment and mingling time beforehand and usually meals or social gathering time afterward.