

GCIS SUS Committee Meeting Minutes

Location: Zoom

Date: May 3, 2022

Time: 3–4 pm

Attendees: Shannon Acosta, Rebecca Augustyniak, Brian Barton, Sabrina Capps, German Cruz, Reggie Ellis, Amy Finley, Albert Hoyt III, Diana Hull, Devon Jensen, Cindy King, Andrew Konapelsky, Megan Kuehner, Blair Monroe, Mike Nazareth (chair), Steve Pritz

Review of Previous Year Activities

1. Mike Nazareth:

- We revamped GCIS, collecting data via a new student opt-in form. We also revamped online portal for users.
- Last year, 6000 students completed the form. That's 7% of number that were in the automatic system the previous year (88K). Thinks we can double or triple that with improved outreach to students and by opening up the student form earlier and perhaps also for a longer period of time.

2. Blair Monroe:

- There are three pieces: Mike's site holds background info, etc. CIMES site includes the actual student sign up form and the administrative side where users pull down data submitted by students.
- Went well last year; very few complaints/requests for help on part of students.
- One thing we may address is that some students had difficulty locating desired program of study in the dropdown, so may add a search feature there.

3. Rebecca Augustyniak

- All activities in CIMES/GCIS scope of work were completed. Universities invoiced in December. Those institutions that have not yet paid may want to make sure the right person at their institution received the invoice. Rebecca will post the wrap up so they can check.

4. Others;

- Steve Pritz): Asked if it was possible to tell if the yield was better with the more targeted recipient list. Mike N. said he couldn't say, but doubted that was the case at UF.
- Devon Jensen: It's still better to target students we know are actively interested; improved marketing/outreach will improve the numbers.
- Megan Kuehner: Did program directors complain about lower numbers? (Unknown)
- Sabrina Capps: At UWF, only she and another admin could access the data. How did others get program chairs to send the info out? (Steve Pritz: UF let anyone that asked for access have it.)

Plans for New Cycle

5. Mike Nazareth:

- Timeline: We opened the student form late last year. This year, we'd hoped to open it April 1; didn't make that, but it is open now.
- Do we want to close it July 31 as we did last year or close it later? Mike suggests essentially not closing it at all (other than a couple of weeks to purge data in the spring).

6. Discussion:

- Brian Barton: Undergrads are gone in the summer, so definitely needs to be later than July 31.
- Mike N.: If we did leave it open, we'd need to remind students to update their info as their interests change, etc.
- Amy Finley: How would we handle purging data if we left it open? When a student enters data, they may think it's there "forever." But we need to be able to clean the data.
- Blair M.: Keeping form open may result in more students completing a second form because they forget they already did it or because their interests have changed.
- Mike N.: Can we make it so when a student returns, they can update their record but not create a new one.
- Blair M.: We may be able to base it on email address or other consistent info, but not sure. It's one thing to stop duplicates but another to also allow them to update.
- Mike N.: Last year, each institution was supposed to include an unsubscribe link with their communications.
- Mike N.: Desire is to keep form open except for purge time, stop duplicate records, allow updating. If individual schools are not ready now, they can wait to market it, but form is open.

Demonstration of New Features

7. Blair Monroe demonstrated the user search form, ability to filter by institution and program, ability to download spreadsheet limited to your search criteria.

8. Discussion:

- Mike N.: Asked about the ability to download all records at once without using the search form.
- Amy F.: Can we add ability to search for only records added after a certain date (so you only get new records you haven't already downloaded)?
- Blair M.: We will add that feature now, but wait to make other changes to the form until everyone uses it this year and we have concrete feedback on needs. Student form is live now. Admin changes may take about a week to put in place.

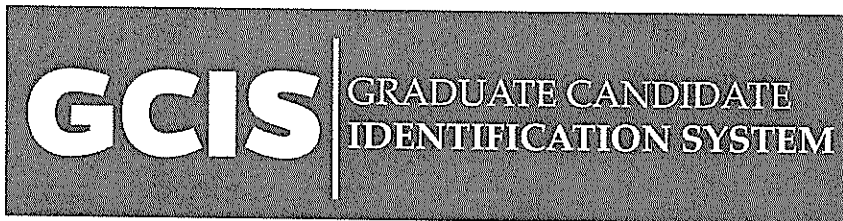
- Blair M.: Committee members are super users that have ability to create/delete accounts for other users at their institution. Will set up option to delegate that right to another user.
- Blair M: There's also a new snapshot feature where one can view many system analytics and download even more.
- Blair M: The new admin area is set up to force every user annually to agree to the GCIS terms of use regarding the data collected. If they don't, after a certain time, their account will be deleted.
- Mike N: FYI, last year's student info has been purged from GCIS. Likewise, institutions need to purge any stored data. Can hang on to data for non-grads that applied for a program or took other action to show continued interest. Student that filled out form as a junior will need to fill out a new one as a senior.

Strengthening Student Outreach/Recruitment

9. What worked? Highest response rates were UNF and FL Poly.
 - Megan K.: UNF cast a wide net, worked closely with registrar. Next year may promote it in Canvas.
 - Andrew Konapelsky: FL Poly sent email to all seniors. Almost promoted via some capstone courses (for seniors).
 - Albert Hoyt: FIU hopes to reach out to central advising group to help this year.
 - Rebecca A.: Shared flyer CIMES created, available for use by any institution that wishes.

Nazareth, Mike

From: Nazareth, Mike
Sent: Thursday, May 5, 2022 12:33 PM
To: angela.peterson@fam.u.edu; reginald.ellis@fam.u.edu; bhodge@fau.edu; mackoj@fau.edu; csaxby@fgcu.edu; sacosta@fgcu.edu; dubeltra@fiu.edu; cruzg@fiu.edu; chengc@fiu.edu; ahoytiii@fiu.edu; akonapelsky@floridapoly.edu; tdvorske@floridapoly.edu; kabarber@fsu.edu; bbarton@fsu.edu; bmonroe@admin.fsu.edu; afinley@fsu.edu; cgreenwood@fsu.edu; bbozkaya@ncf.edu; bscholten@ncf.edu; brian.boyd@ucf.edu; Devon.Jensen@ucf.edu; Traveis,Judith Carol; Pritz, Steve; clearch@unf.edu; mkuehner@unf.edu; cmund@usf.edu; mwebb@uwf.edu; scapps@uwf.edu
Cc: Nazareth, Mike; Rebecca Augustyniak
Subject: Follow Up: 5/3, GCSIS SUS Committee Meeting
Attachments: GCIS SOW and Invoice Payment Reporting (5-3-22).pdf; 2022 GCIS Email Marketing to Ugrads.docx; 2022 GCIS QR Code Marketing to Ugrads.png



Hello All,

Here are the main areas from our GCIS Annual Meeting this past Tuesday:

2021 GCIS Data Collection

Institution	2021 Submissions	2020 Upload	%
Florida A&M University	42	2,967	1%
Florida Atlantic University	186	11,045	2%
Florida Gulf Coast University	197	1,784	11%
Florida International University	1,720	20,499	8%
Florida Polytechnic University	65	360	18%
Florida State University	275	3,604	8%
New College of Florida	32	362	9%
University of Central Florida	1,772	29,762	6%
University of Florida	843	10,430	8%
University of North Florida	602	3,546	17%
University of West Florida	266	3,619	7%
Totals	6,000	87,978	7%

2022-23 GCIS TIMELINE

April 1, 2022, Florida students begin registering in GCIS and Florida University

May 18, 2022, Florida Universities access GCIS Database and student data to recruit students for Graduate School

March 17, 2023, Deadline for students to register for GCIS (*most students register from May to October 2022 for Fall 2023 Graduate School consideration*)

2022 GCIS Student Opt-In & Self-Entry Portal (live now)

<https://gradid.fsu.edu/student-opt-in>

GCIS Website (Technical, Database, Downloads, new Search). The new search feature to filter results will be updated with yesterday's suggestion and live for Users on May 18.

<https://gradid.fsu.edu/>

GCIS Website (Business, Members, Meetings, Documents, etc.)

<https://www.eng.ufl.edu/gcis/>

Actions Items

- Purge all old GCIS data from your institutional records for students that have graduated by Spring 2022 or requested to Unsubscribed from your recruiting efforts. Students who graduate Fall 2022 onward can remain as viable candidates in your recruiting systems.
- GCIS is live until March 17, 2023. Each SUS institution determines when to market to their undergraduates keeping in mind that graduate recruiting begins by September 2022 for Fall 2023 consideration (**2 potential marketing templates are attached**).
- Each SUS institution is to manage their own Users/Access. CIMES has created an interface for institutions to delete, add, edit your own users (contact Blair for instructions).
- Some institutions have not paid for GCIS in 2021-2022. See attached report and contact Rebecca @ CIMES.
- ~\$750 is due per institution for GCIS in 2022-2023 for ongoing maintenance after receipt of the invoice and no later than 9/1/2022
- Please let us know if you have any GCIS Committee Member changes from your institution, <https://www.eng.ufl.edu/gcis/committees-minutes-agendas/>

Thanks,
Mike

Mike Nazareth

Director of Graduate Recruiting and Undergraduate Research

Director of SURF, Summer Undergraduate Research at Florida

ENGINE Founder and Manager

1949 Stadium Road, 201 Weil Hall, P.O. Box 116550

Herbert Wertheim College of Engineering, University of Florida

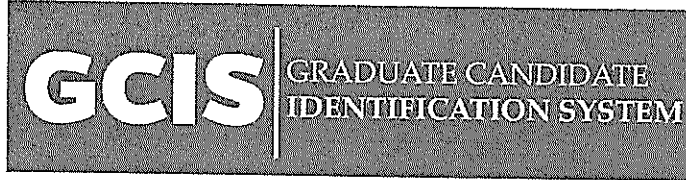
Gainesville, FL 32611-6550

352-294-7914

<https://www.eng.ufl.edu/graduate>

<https://engine.eng.ufl.edu>

Subject: Consider Graduate School in FLORIDA!!!



May 1, 2022

Dear [FIRST NAME] [LAST NAME]:

Public Universities in the State of Florida have joined forces to provide you increased access to Graduate School in Florida! Our efforts have produced an enhanced statewide database known as the Graduate Candidate Identification System (GCIS).

Whether you are a Junior or Senior level undergraduate, we encourage you to briefly register online for the many opportunities Florida Public Universities can provide you: fellowship opportunities, Ph.D. programs, campus visits or funded campus visits, summer research internships, application fee waivers, Masters programs, research symposium invitations, new scholarships, online graduate degrees, graduate recruiting events, webinars and other academic endeavors.

Register Online by September 30, 2022 (form open until March 17, 2023)

<https://gradid.fsu.edu/student-opt-in>

[YOUR INSTITUTION] recommends you participate in GCIS! Simply take 30 seconds to complete this student opt-in & self-entry online form to provide a few basic fields of information and grant your permission for release to 11 State of Florida Public Universities for the sole purpose of recruiting you to graduate programs in Florida. More details on GCIS can be found on the following website, <https://www.eng.ufl.edu/gcis/>

Sincerely

[NAME]

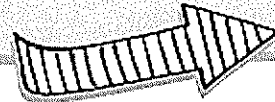
[TITLE]

[INSTITUTION]



Do you have 2 minutes to kick your graduate school recruitment into high gear?

If you do, visit: <https://gradid.fsu.edu/student-opt-in>



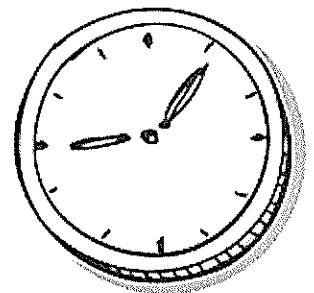
That's right. It takes just **2 minutes** to fill out our simple sign-up form. Then your information will be on its way to 11 Florida universities that may be interested in recruiting you for their graduate programs!

Students that sign up are added to the graduate school recruitment pool for opportunities such as:

- Master's and doctoral programs
- Recruiting events
- Fellowships and scholarships
- Application fee waivers
- Campus visits
- Summer research internships
- Research symposium invitations

Register Online by September 30, 2022

The clock is ticking. Don't miss your chance to be recruited by some of the finest institutions in the world!



Sign up today.