Council of Graduate Schools
Doctoral Initiative on Minority Attrition and Completion
Policies, Practices, and Interventions Template (Website Version)

INSTRUCTIONS: For each science, technology, engineering, and mathematics (STEM) doctoral program:
(1) indicate the policies, practices, and interventions that are in place as of the DATE by using an "yes" and "no"
(2) estimate the number of years that each policy, program, and intervention has been in place; and
(3) for those policies, practices, and interventions that you feel have a particularly significant impact on completion among underrepresented minority STEM doctoral students, provide a brief description and explanation

INSTITUTION: ________________________________________________________________
NAME OF THIS PROGRAM: ______________________________________________________
NAME OF PERSON COMPLETING THIS TEMPLATE: _____________________________
PHONE: __________________________ EMAIL: ________________________________

Policies, Practices, and Interventions
Using "yes" and "no", indicate whether the policy, practice, or intervention has been in place as of DATE

<table>
<thead>
<tr>
<th>Selection and Admissions</th>
<th>Estimated total number of years in place:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Offer pre-admissions visits to campus</td>
<td>A = 0-1 year</td>
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<tr>
<td>Plan faculty visits to prospects' campuses</td>
<td>B = 2-7 years</td>
</tr>
<tr>
<td>Engage in targeted recruitment for underrepresented minority students at minority-</td>
<td>C = 8+ years</td>
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<tr>
<td>focused job fairs and conferences</td>
<td>D = unknown</td>
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<tr>
<td>Engage in targeted recruitment for URM students at minority-serving institutions</td>
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<tr>
<td>Engage in targeted recruitment via programs such as the McNair Program and the Leadership Alliance</td>
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<tr>
<td>Arrange visitation events for accepted students</td>
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<tr>
<td>Provide faculty in admissions decisions</td>
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<tr>
<td>Make completion/attrition/placement/etc. data publicly available</td>
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<tr>
<td>Provide department/faculty profiles via web/print material</td>
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<tr>
<td>Select students on basis of &quot;fit&quot; to program</td>
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<tr>
<td>Use summer research opportunities as recruitment tools</td>
<td></td>
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<tr>
<td>Other</td>
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</table>

Advising and Mentoring
Assign designated advisor upon enrollment                                              |
Provide graduate handbook to students                                                 |
Host program/department orientation for new graduate students                          |
Provide faculty record of advisees' success in program to students                     |
Offer a clear process for selection/assignment of advisors                            |
Provide information on changing advisors                                               |
Use early research experiences as mentoring tools                                      |
Provide targeted mentoring for ABD students                                             |
Permit students to have multiple faculty mentors (especially for interdisciplinary programs) |
Provide peer mentoring program                                                          |
Offer new faculty advising/mentoring workshops                                         |
Provide web-based mentoring resource for faculty                                       |
Grant faculty mentoring awards                                                        |
Conduct annual student evaluations (preferably written)                                |
Other                                                                                   |

Research Mode
Encourage early research involvement (e.g., lab rotations, etc.)                       |
Host research fairs                                                                    |
Foster university-wide community of underrepresented minority students                 |
Encourage collaborative research/publications between faculty and students             |
Other                                                                                   |

Briefly highlight a few of the policies, programs, and interventions that have had a particularly positive impact on completion rates among underrepresented minority students enrolled in your doctoral program.
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**Financial Aid/Funding**
- Limit the number of quarters/semesters during which students are eligible to teach
- Integrate fellows into the department
- Provide travel grants enabling underrepresented minorities to attend professional meetings
- Offer guaranteed multi-year financial support for students
- Teaching assistantship
- Research assistantship
- Participation in traineeship programs (e.g., IGERT, NIH)
- Provide paid health insurance
- Other

**Program Environment**
- Have faculty/student social events
- Facilitate student/faculty program research discussions/seminars
- Include student members on program committees
- Offer progressive teaching assignments over time
- Encourage student/visiting speaker interactions
- Have graduate students serve on faculty hiring committees
- Have graduate student organization within program/department
- Have minority graduate student organization within program/department
- Offer organized student peer support group
- Provide office space for students within programs/departments
- Use technology to facilitate student interactions (e.g., listservs, social media, etc.)
- Host graduate student honors/awards/recognition ceremony
- Have a department lounge (e.g., journals, notices, food/beverages, etc.)
- Ensure transparency in program environment
- Other

**Curricular Practices and Procedures**
- Administer exit interviews/surveys (completers & non-completers)
- Track students' academic progress
- Make available periodic program review outcomes, profiles
- Provide teaching assistant preparation workshops
- Facilitate student/graduate school dialogues (e.g., Meet the Dean)
- Have a newsletter interdisciplinary/community opportunities (electronic or printed)
- Offer student professional development workshops/seminars
- Host seminars/workshops for minority students
- Provide information on dissertation process
- Offer dissertation workshops/camps: fellow/resources
- Have a web-based dissertation progress tracking tool
- Have orientation for graduate program directors and graduate secretaries
- Convene routine meetings between graduate deans and program directors
- Have process for grievances, conflict resolution, ombudsman
- Provide candidate certificate/recognition
- Other