

# MUGS NEWS

Marquette University  
Graduate School

September, 2008

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## 1. Welcome to the New School Year

As the school year begins, the Graduate School extends a welcome to all new and continuing graduate students. We want you to know that we are here for your needs—from when you begin your program to when you graduate.

One of the ways we will use to keep you on track is by sending you regular reminders of **upcoming deadlines, academic announcements, policies, and events**. Each month you will receive *MUGS News*, our newsletter. It will be sent to your Marquette e-mail account. We encourage you to read it! The information we provide is very important to you. If you forward your Marquette e-mail to another e-mail address you risk having our newsletter filtered as spam by that server.

Each edition (after this month) will start with a listing of **upcoming deadlines**. Each edition will end with same information shown in a month-at-a-glance calendar format. Deadlines are too important to ignore or to miss. Pay attention to deadlines and follow them.

*MUGS News* will keep you informed of **scholarship, assistantship, and grant opportunities**, too. It is also the place we will announce your **academic achievements**, so let us know if you received an academic honor, presented a poster or your research at a conference, or published an article. We will print your news in the “Recent Graduate Student and Alumni Accomplishments” section of the newsletter.

We are interested in your welfare outside of the classroom, too, and will pass on items we feel are important. Please accept our best wishes for a productive and successful school year. Welcome back!

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## 2. Upcoming Deadlines

If you read nothing else in *MUGS News*, please read the “Upcoming Deadlines” section each month!

*MUGS News* will keep you informed of all important Graduate School deadlines. It is our principal way of keeping you on track so you can officially complete your program. Missing certain deadlines can have serious academic or financial consequences.

Note: Programs in the [Graduate School of Management](#) may follow a slightly different calendar or have different deadlines. Graduate students in Accounting, Business Administration, Executive MBA, Economics, and Human Resources programs should visit the [GSM Web site](#) for deadlines, program requirements, announcements, and academic schedules that are unique to them.

### **Registration**

#### **Tuesday, September 2, 2008 (midnight)**

Final day to register or make changes to fall registration via CheckMarq. Last day to drop fall classes without a grade of "W".

#### **Friday, November 14, 2008**

Final day to change from credit to audit or drop fall courses with a grade of "W".

### **December 2008 Graduation**

#### **Thursday, September 18, 2008**

Outlines (Thesis, professional project, dissertation) due in the Graduate School office.

#### **Wednesday, October 1, 2008**

**Deadline for students to apply for December graduation.** Apply at <http://www.grad.mu.edu/forms/applygraduation.shtml>. This lets us know we need to audit your academic record in time for you to graduate.

#### **Tuesday, November 18, 2008**

Last day for public defense of dissertation (announcement of public defense is required 30 days prior to defense. See [www.grad.mu.edu/forms](http://www.grad.mu.edu/forms) for details).

#### **Monday, November 24, 2008**

Final day to submit thesis, professional project or essay to the Graduate School or GSM with results and signatures. Results of comprehensive exams are due in the Graduate School or GSM. Registration for and the taking of the comp exams – and the turning in of the results – are all arranged between the student and his/her program department.

#### **Wednesday, December 3, 2008**

Final day to submit dissertation to the Graduate School with results and signatures.

### **Spring, 2008 Financial Aid**

#### **Monday, November 17, 2008**

Deadline to apply for merit-based aid for spring, 2008. Apply at <http://www.grad.mu.edu/forms/sfa-current-students.shtml> for tuition scholarships, assistantships, and Milwaukee Area Teachers Scholarships. Catholic Schools Personnel Scholarship applicants fill out this form: <http://www.grad.mu.edu/forms/facss.shtml>.

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### **3. Some Useful Reminders**

In the life of a student there are a great number of things to remember. Here is a (brief) checklist of things we want to make sure you don't forget.

- Pick up a **2008-09 Graduate Bulletin** in the Graduate School. The bulletin has a complete list of academic deadlines, program requirements, university and Graduate School policies, and course descriptions.
- Pick up a free **2008-09 Academic Planner** in the Graduate School while you're there.
- Look at your current semester **registration** on [CheckMarq](#) to ensure it is correct.

- The tuition adjustment (refund) rate is adjusted over time. View the withdrawal schedule at <http://www.marquette.edu/bursar/withdraw.html>.
- View your **address** on [CheckMarg](#) to make sure it is correct. If it isn't, correct it!
- Contact University Apartments and Off-campus Student Services at (414) 288-7281 if you **need help finding a place to live**. Their office is located at 1500 W. Wells St.
- Know where to get help with your **IT needs**, such as computing, network, or phone-related questions or problems. Information Technology Services Help Desk's phone number is (414) 288-7799. Their e-mail address is [helpdesk@marquette.edu](mailto:helpdesk@marquette.edu).
- If you are a graduate assistant (teaching OR research), remember, you must complete the university's sexual harassment training at <http://training.newmedialearning.com/psh/marquette/>. Select the faculty module.
- Be sure to take a little **time for yourself** as well. Check out what the Milwaukee has to offer. Visit <http://onmilwaukee.com/> for information.

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#### 4. A Welcome from the GSO

Greetings from the 2008-09 Graduate Student Organization Coordinator:

Welcome back all graduate, professional, law and business students! My name is **Kristen Hickman**, I am a second year master's student in the Speech-Language Pathology program and I am excited to serve as the Graduate Student Organization's Coordinator.



The GSO plans to get things rolling right with social events and regular meetings. Keep an eye on your Marquette e-mail for details - we hope you will be a part of the excitement! Future events will include socials at Caffrey's, intramural teams, and possible group sporting and music events. These meetings and events are especially for YOU, so take full advantage of this time to meet and get to know graduate students from other departments. Stop by our office in AMU 137B or e-mail us with any thoughts, concerns, or ideas at [kristen.hickman@marquette.edu](mailto:kristen.hickman@marquette.edu).

I am excited to meet many of you at GSO functions this year!

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#### 5. Preparing Future Faculty

Don't let your best work get lost in the shuffle. Get started on your portfolio TODAY.

An effective teaching portfolio contains *important* evidence of your teaching experience and professional development. A portfolio is an expected component of your application for academic positions.

The Preparing Future Faculty program can assist you in constructing a *compelling* teaching portfolio that showcase your *very best work*.



Enroll in the PFF program and you will ALSO learn to...

- Put your *best foot* forward with an organized CV
- Develop a teaching philosophy that reflects *your values*
- Plan a course with *clearly defined goals* and objectives
- Design a *top-notch* syllabus
- *Actively assess* your students' learning
- *Use technology more effectively* in your teaching
- *Secure grants* and other sources of funding

Questions? Want to receive e-mails about PFF events? Contact the PFF Coordinator, **Carly Anger**, at

## 6. Ph.D. Completion Project Enters its Second Year

The Ph.D. Completion Project that began in the fall of 2007 is entering its second year. The activities that were implemented last year have been examined, and some are being continued while others are being discontinued or fine-tuned.

Activities for the fall semester will include the following workshops:

- Ph.D. Completion: This workshop will be offered twice, on October 2 and October 3. The times are yet to be determined, but each workshop will last for approximately two hours. The moderators are **Dr. Sonja Foss** and **Dr. William Waters**. They will give practical strategies for staying on track and completing your dissertation. Their book, *Destination Dissertation: A Traveler's Guide to a Done Dissertation*, will be used and will be given free of charge to all students who attend the workshop. Location: AMU 163.
- Selecting an Adviser and Dissertation Committee: **Drs. Kris Ropella** (Biomedical Engineering) and **Tom Jablonsky** (History) will lead an interactive discussion on the importance of creating a committee that will be supportive, helpful, and that will work well with the doctoral candidate as well as with other members of the committee. Offered October 8, 1:30-3:30 p.m., in AMU 157.
- Communication Workshop for Doctoral Students: **Drs. Sarah Knox** and **Alan Burkard** from the Department of Counseling and Educational Psychology will discuss the importance of having an open channel of communication between students, adviser and committee members. This workshop will be held October 22 from 1 – 4:00 p.m. in AMU 163.

Seating is limited, so you must RSVP for all workshops. Details concerning signing up for the workshops will be forwarded to all doctoral students in early- to mid-September. Refreshments will be served.



Doctoral students should also be aware of the success of the **Dissertation Boot Camp** that was held June 2 – 6, 2008 (see photo of participants). Eighteen doctoral students met and worked on their dissertations from 8 a.m. to 8 p.m. under the guidance of four Marquette faculty members who provided guidance, encouragement, and feedback. If you know any of the students that participated, ask them how they liked it. Plans are already underway for next year's Boot Camp to be held June 1-5, 2009.

And finally, watch this newsletter for information about additional activities, social events, and services that will help to create a sense of community among our graduate students.

## 7. Office of Research Compliance Offers Assistance with IRB Protocol Submissions

Do you have questions about submitting a human subjects research protocol to Marquette's Institutional Research Board? The Office of Research Compliance is there to help! The ORC staff is available to answer questions regarding the protection of human subjects in research, assist with completion of forms, and provide guidance regarding human subjects, research regulations, and Marquette IRB policies.

The ORC has a new consultation service that is available to anyone seeking assistance with human subjects research protocol. The consultation can include a pre-review of the research protocol, prior to IRB review.

IRB review and approval is required prior to initiating human subjects research. Thesis or dissertation research involving human subjects requires Marquette IRB approval, **prior to the start of the research**, even if the research is conducted and/or approved by the IRB at another institution. Marquette IRB approval is required in addition to Graduate School approval.

Submit your human subjects research protocol soon to avoid project delays.

Consult the ORC Web site <http://www.marquette.edu/researchcompliance/> for additional information. E-mail [orc@mu.edu](mailto:orc@mu.edu) or call (414) 288-7570 to set up a consultation.

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## 8. Raynor Memorial Libraries News

### Distance Services for Graduate Students

The Libraries extend library services to graduate students who are currently registered with the university AND do not take on-campus courses AND are dissertating out of state, or are on internships or other placements. The program will send Marquette library materials, both books and journal articles, directly to your home. Interlibrary loan articles (but not books) may also be requested. For [complete guidelines](#), follow the links from the library home page under "Services", then "Request Forms", then "Interlibrary Loan and Distance Services"; call (414) 288-3606 or e-mail [Joan Sommer](#) for more information.



### RefWorks

**One-hour RefWorks demos** are scheduled for:

- Tuesday, September 16, 11 a.m.
- Wednesday, September 17, 2 p.m.
- Wednesday, September 24, 11 a.m.
- Friday, September 26, 2 p.m.

Learn about this useful Web-based [bibliography manager](#) that allows users to create a personal database of citations and to format bibliographies using a specified style. At the demonstration, you will receive handouts, create an account, and practice downloading sample sets of citations to build your first bibliography. Learn about the new Write 'n' Cite utility that allows users to create citations while writing with Word. Sign up or simply show up, R227 (2<sup>nd</sup> floor Raynor classroom). You can call (414) 288-5998, or e-mail [Rose Trupiano](#) with your questions.

### New Digital Collections

**Two new [digital collections](#)**, both based on holdings of the University Archives: *Ralph Metcalfe, the Olympic Years 1932-36* features 70 photographic images, newspaper clippings, and yearbook articles about alumnus (1936) and Olympic medalist Ralph Metcalfe's successful track and field career, in which he equaled or bettered 13 world records. Also, *Service at Marquette* documents Marquette students' long tradition of service projects, including Habitat for Humanity, Hunger Clean-up, the Marquette Action Program, and MUCAP. From the 1960s through New Orleans hurricane relief efforts in 2006, the majority of

the 150 photographs were made by student photographers engaged in service projects. The collection is expected to grow over time and encompass an even wider range of service projects; members of the community are invited to provide more information about the projects depicted or to donate additional images from similar projects. View all MU digital collections here: <http://www.marquette.edu/library/MUDC/>.

### **PrintWise Changes**

Student PrintWise allocations (\$21 per year) may now be used for either prints or copies. The machines will do **FREE scanning** to e-mail. The machines default to single-sided printing, but users have the ability to choose double-sided AT A COST SAVINGS: Black & white single-sided remains \$.07 per sheet, while double-sided is now \$.10 per sheet or \$.05 per side. Color prints/copies are now \$.50 per sheet single-sided and \$.80 per double-sided sheet (\$.40 per side). Students with portable computers will find instructions for downloading necessary drivers posted near the machines or online at [IT Services](#).

### **Save the Date: Lecture-Dorothy Day**

October 2, 2008, 4 p.m. **Robert Ellsberg** will deliver the 2008 Nieman Lecture, "Dorothy Day: A Radical, a Journalist, a Saint for Our Time." Ellsberg is the editor of the book recently published by Marquette University Press, [The Duty of Delight: The Diaries of Dorothy Day](#). The lecture, sponsored by the Diederich College of Communication, will be held in the Raynor Library Conference Center.

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## **9. Announcing the *Graduate Journal of Counseling Psychology***

Contributed by Dana N. Mair, Noshaba Khan, & Marc A. Silva

The Department of Counseling and Educational Psychology is pleased to announce the debut of the *Graduate Journal of Counseling Psychology (GJCP)*. This academic psychology journal was created by and for graduate students and is designed to disseminate scientific research relevant to the field of counseling psychology. *GJCP's* first issue, published in May 2008, features 12 theoretical/review articles and research proposals on a variety of topics, such as interventions for homeless youth, binge drinking among college students, and community-based prevention of sexual victimization. *GJCP* is especially interested in publishing research on the psychological study of ethnic and racial diversity, LGBTQ issues, psychological assessment, and psychotherapy practice.

The mission of the journal is to create a publishing outlet for student research relevant to the science and practice of counseling psychology. The review process is designed to be relatively less threatening compared to established psychology journals.

According to a fall 2006 survey, 62% of Counseling and Educational Psychology graduate students were interested in research and felt that conducting research and publishing was important to their careers. While opportunities to participate in research are available within the department, *GJCP* specifically targets master's and junior-level doctoral students in an effort to increase interest and involvement in research early in their academic careers. All submitted articles undergo blind peer-review and constructive feedback is offered by three independent peer reviewers unaware of the identity of the authors. Authors then utilize this feedback to revise their article and resubmit their paper. Graduate student submitters gain exposure to peer review editing, a process which allows students to practice and refine their scientific writing and research skills. *GJCP* co-founders (**Marc Silva** and **Marisa Green**) felt it was important to use procedures similar to those of other professional journals in order to maintain consistency with what they would experience when submitting to an established journal.

*GJCP* publishes the work of graduate students exclusively, thus reducing competition compared to established psychology journals. At the same time, articles selected for publication undergo systematic review and adhere to pre-specified standards. With those standards in mind, 60% of submitted papers were accepted for publication in *GJCP's* inaugural issue.

*GJCP* is published annually in spring. Articles are available free of charge in electronic format. The premiere edition of the journal is currently available on the *GJCP* Web site: [www.marquette.edu/gjcp](http://www.marquette.edu/gjcp). For more

information, visit the Web site or contact the chief editor directly at [coep.journal@gmail.com](mailto:coep.journal@gmail.com).

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## 10. Meet the Graduate School Staff

The Graduate School staff is here to help you. The Graduate School is located in room 305 in Holthusen Hall, 1324 W. Wisconsin Avenue.

### How to Contact Us

Our office hours are 8 a.m. to 4:30 p.m., Monday through Friday. We remain open during the lunch hour.

Phone: (414) 288-7137

Fax: (414) 288-1902

Phone numbers and e-mail addresses of the [Graduate School staff](#) are online.



Back row: John Karkheck, Ida McConnell, Tom Marek, Carrie Pruhs, Bill Wiener, Melody Baker, Laura Meisenheimer, Fr. Tad Burch, S.J.

Front row: Amy Meyer-Johnson, Craig Pierce, Karen Raflik, Carl Wainscott, Erin Fox.

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## 11. Recent Graduate Student and Alumni Accomplishments

### Department of Biological Sciences

**Ms. Xuying Wang** (mentor: Dr. James Anderson) successfully defended her thesis dissertation on July 16, 2008. The title of the dissertation is: "Nuclear RNA Surveillance in *Saccharomyces Cerevisiae* Requires a Three-Protein Polyadenylation Complex."

She attended the Yeast Genetics Meeting in Toronto, July 21-25, 2008 and presented a poster on her dissertation research: "Nuclear RNA Surveillance in *Saccharomyces Cerevisiae* Requires a Three-Protein Polyadenylation Complex"

**Ms. Sarah Ozanick** (mentor: Dr. James Anderson) successfully defended her thesis dissertation on July 18, 2008. Her dissertation title is: "Studies of a Methyltransferase and an Exonuclease Involved in Initiator tRNA<sup>Met</sup> Maturation in *Saccharomyces Cerevisiae*."

She attended the Yeast Genetics Meeting in Toronto, July 21-25, 2008 and presented a poster on her dissertation research: "Studies of a Methyltransferase and an Exonuclease Involved in Initiator tRNA<sup>Met</sup> Maturation in *Saccharomyces Cerevisiae*."

#### **Department of Biomedical Engineering**

**Tushar Dharampal**, a master's student, presented his thesis work on "Adaptive real-time decoding of nonstationary signals at the neuronal-electrode interface for long-term control of cortical neuroprostheses" at the *32nd Annual Great Lakes Biomedical Conference* held at Racine, Wisconsin on Friday April 18, 2008. The work secured 3<sup>rd</sup> place at the event and was acknowledged with a cash award. This work was supported in part by a Marquette University Regular Research Grant.

#### **School of Dentistry**

**Howard Roberts** (MS Dental Biomaterials 2006) published *Mineral trioxide aggregate material use in endodontic treatment: A review of the literature* (April 2007 *Elsevier/www.sciencedirect.com*).

#### **College of Education**

**Terri DeWalt**, a doctoral student in Counseling Psychology, received one of 4 American Psychological Association of Graduate Students 2008 Future Pioneers of Psychology Award. The award acknowledges outstanding graduate psychology students who have demonstrated exceptional leadership in psychology and are on track to becoming future pioneers in the field. The award includes a scholarship and an invitation to make a presentation at the 2008 APA Convention in Boston.

#### **Department of English**

**Susan Vida Muse**, a Ph.D. student, received a short-term fellowship at the Newberry Library in Chicago in July, 2008 to complete research towards her dissertation.

#### **Interdisciplinary Ph.D. Program**

**Fr. Jose Panthaplamthottiyil CMI**, a former INPR student, was elected Prior General of the congregation of the Carmelites of Mary Immaculate in Kerala, India. His congregation has 3,000 members, including 1,600 priests. There are 1,400 seminarians in four seminaries. The largest is in Bangalore where seminarians from other religious orders and dioceses also study.

*What have you been up to lately? Please e-mail your professional and scholastic accomplishments for inclusion in a future newsletter to Dr. [John Karkheck](#), Assistant Vice Provost for Graduate Programs, or to Mr. [Thomas Marek](#), Assistant Director for Financial Aid. **Your digital photos for reprint are welcome.***

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## **12. Calendar**

Note: Programs in the [Graduate School of Management](#) may follow a slightly different calendar or have different deadlines. Graduate students in Accounting, Business Administration, Executive MBA, Economics, and Human Resources programs should visit the [GSM Web site](#) for deadlines, program requirements, announcements, and academic schedules that are unique to them.

### **September, 2008**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labor Day-No Classes	2 Fall CheckMarq registration ends at midnight	3	4	5	6
7	8	9	10	11	12	13

14	15	16	17	18 Dec Grads: thesis, project, dissertation outlines due	19	20 Al McGuire Run
21	22	23	24	25	26	27
28	29	30				

### October, 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 December Graduation application deadline	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16 Mid Term Break- <u>Undergrads</u> only	17 Mid Term Break- <u>Undergrads</u> only	18
19	20	21	22	23	24	25
26	27	28	29	30	31 Halloween	

### November, 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 All Saints Day
2 Daylight Savings Time ends	3	4 Election Day	5	6	7	8
9	10	11 Veteran's Day	12	13	14 Final day to withdraw or change fall	15

					registration with grade of "W"	
16	17 Financial Aid application deadline for spring, 2009	18 Dec Grads: Last day for public defense of dissertation	19	20	21	22
23	24 Dec Grads: Thesis, project, essays, comp exams results due	25	26 Thanksgiving Holiday-no classes Nov. 26-30	27 Thanksgiving-University offices closed Nov. 27-28	28	29
30 Advent Begins						

### December, 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 Dec Grads: Dissertations due in Grad School	4	5	6 Last day of fall classes
7	8 Final Exams-Dec. 8-13; Feast of the Immaculate Conception	9	10	11	12	13
14 Graduation; Winter Holiday- Dec 14-Jan 11	15	16	17	18	19	20
21	22	23	24 Christmas Eve; University Offices closed Dec. 24-26	25 Christmas Day	26	27
28	29	30	31 New Year's Eve			

### January, 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 New Year's Day; Offices closed Jan 1-2	2	3
4	5	6	7	8	9	10
11	12 Spring semester classes	13	14	15	16	17

	begin					
18	19 MLK, Jr. Day-No classes; offices closed	20	21	22	23	24
25	26	27	28	29	30	31

Marquette University's [Calendar of Events](#) is available online.

*MUGS News* is the Graduate School's newsletter. *MUGS News* will bring you information about Graduate School policies, deadline reminders, job postings, and other meaningful news you can use. [Past issues](#) of *MUGS News* are available online.

***MUGS NEWS***

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*Editor: [Thomas Marek](#)*

*Co-Editor: [Carrie Pruhs](#)*

*MUGS News is published by the Marquette University Graduate School. Please direct your comments and inquires to:*

*Holthusen Hall, Room 305*

*P.O. Box 1881*

*Milwaukee, WI 53201-1881*

*Phone: (414) 288-5325*

*Fax: (414) 288-1902*

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