



New Faculty Orientation

August 16, 2017

Admission & Student Affairs

Louise A. Yates

Senior Associate Dean

213-740-4530

yates@usc.edu



Roles & Responsibilities

- **Primary focus is undergraduates**
 - Recruitment, admission, conversion, advising and student support programs
 - First point of contact for prospective undergraduates
 - Focus on retention and graduation
- **MS admission process**
 - File completion process with applicants
 - File review and admission decision process
 - Coordination with faculty on admission requirements
- **Progressive degree program**
- **Implementation and management of special programs**
 - Designed to enhance quality of undergraduate life



Student Programs

- **Student Engagement & Career Connections** (grad & undergrad students)
 - Connect students early in their academic careers
 - Career Fair, Career Conference, job postings, employer relations, internships
- **STEM Educational Outreach**
 - Summer Programs for high school students
 - After school programs for elementary, middle and high school students
- **International Programs**
 - Overseas Study, international exchange, international research opportunities
- **Centralized Advisement/Academic Services**
 - First Year Excellence Program
 - Summer Orientation
 - Viterbi Academic Resource Center
 - Interface with Provost Office on school-wide advisement issues
 - Academic Success Workshops



Student Programs (cont'd)

- **Freshman Academy Program**
- **Merit Research Program**
- **KIUEL – Klein Institute for Undergraduate Engineering Life**
 - Leadership Development
 - Community Building
 - Cross disciplinary Programs
 - Service (Viterbi Impact)
- **Undergraduate Scholarship Programs**
- **Grand Challenge Scholars Program**
- **Honors Program support**
- **Student organization and student competition team support**
- **Division of Engineering Education representative**



Faculty Partnerships

- **Explore USC/Discover USC** – on-campus conversion programs for admitted students (12)
 - Parent Dinners
 - Lab demos
 - Class visits for admitted students in spring
- **Scholarship interview panels and committees**
- **Freshmen Academy Faculty**
- **Honors Program advisors**
- **Undergraduate Research positions**
- **Attend events to facilitate out-of-classroom experiences**
- **Evaluation of transcripts for transfer credit**