



Viterbi Admission and Student Engagement (VASE) New Faculty Orientation

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What is VASE?



- Supports the lifecycle of the Viterbi Student (UG, MS and PhD)
- Liaison to the rest of the university on any issues related to all students and programs, including, policies etc.
- Manage Viterbi International Offices (Bangalore, Shanghai)

Areas of Responsibility:

- Undergraduate Admissions in coordination with central USC Admissions
- Master's Admissions including DEN@Viterbi
- Support PhD Admissions
- First Year Advisement for undergraduate students
- Student engagement programs
- Student services not handled by the dept (CPT, academic probation, academic integrity)
- Doctoral Program – PhD fellowship and funding tracking, PhD progress
- Events (commencement, orientation, scholarships, community building)
- Career Connections
- Executive and Professional Education
- Data, Enrollment trends and tracking
 - Maintain all enrollment data and systems used by many departments for enrollment planning

Undergraduate Student Programs



Centralized Advisement/Academic Services

First Year Excellence Program

Summer Orientation

Viterbi Academic Resource Center (VARC)

Departmental Student Affairs staff support

Interface with Provost Office on school-wide advisement and initiatives

Academic Success Workshops

Freshmen Academy Program

Merit Research Program

International/Overseas Programs

International Exchange Programs

Summer Overseas Programs

International Research Programs

Undergraduate Student Programs



- **Merit Research Program**
 - Awards provided to a select group of undergraduates for work with faculty in research settings
- **KIUEL – Klein Institute for Undergraduate Engineering Life**
 - Leadership Development
 - Community Building
 - Cross Disciplinary Programs
 - Service (Viterbi Impact)
- **Student organization and student design team support**
- **Undergraduate Scholarship Programs**
- **Grand Challenge Scholars Program**
- **Viterbi Honors Program Support**

Undergraduate Student Programs



- **Progressive Degree Program**
 - Provides an opportunity for undergrads to pursue an accelerated MS program starting as early as their junior year.
- **Women in Engineering & Undergraduate Programs**
 - WIE develops support programs specifically for our female students, both undergraduate and graduate students designed to bring female students together for community building, mentorship and professional development
- **Career Connections (grad & undergrad students)**
 - Connect students early in their academic careers
 - Career Fair, Career Conference, job postings, employer relations, internships, resume review, career counseling
 - Work closely with central Career Center in supporting all students

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**
- **Grand Challenge Scholar mentorship**
- **Undergraduate Research positions**
- **Attend events to facilitate out-of-classroom experiences**
- **Evaluation of syllabi for transfer credit and course equivalence**

DEN@Viterbi



- DEN@Viterbi is a *online delivery mechanism* for graduate engineering education
- **Programs delivered:**
 - 40+ M.S. degrees
 - 5 Graduate Certificates
 - Over 80% of M.S. courses are available via DEN
- Approximately 850 students enroll in the same MS degree programs and take their courses completely on-line via DEN@Viterbi
- Courses are streamed live via the internet and available as an archived during the enrolled academic semester (available for download and mobile viewing)
- DEN operations
 - 7:30 – 10:30 Monday – Friday
 - 13 DEN equipped studio classrooms, ICT Auditorium, SGM Auditoriums
 - Faculty Support Center
 - Support 140+ courses / semester



Doctoral Programs

Ph.D. Student Outreach

- Outreach, recruitment, and conversion events coordinated with the Viterbi Marketing and Recruitment team
- Mentoring events for Ph.D. students, such as preparing for a career in academia.

Admission, Financial Aid, and Conversion

- Your liaison to other offices at USC for Ph.D related matters; student admission; coordinate the selection process for internal and external fellowships (GOOGLE, INTEL, others).

Student Progress Monitoring

- Monitor academic progress; retention issues; qualifying and defense; time to degree; and approves faculty committees for qualifying examination and defense on behalf of the Graduate School.

Doctoral Programs



International Ph.D. Students

- Internships; I-20 extensions; immigration issues; off-campus employment
- Signs requests for DS-2019s for visiting Ph.D. students on J-1 visas

Summer Undergraduates Research Experience (SURE)

- Five distinct programs with approximately 70 students in Summer 2019
- Recruitment tool for potential future Ph.D. students

School-wide TA training

- Offered every Fall and Spring
- Complements training offered by USC Center for Excellence in Teaching (CET)

Professional Programs

Executive Education – Non-Credit Programs



Aviation Safety Program – Established in 1952

- 50+ courses to nearly 1000 students each year in a personal, hands-on, format; Available on-site and LAX
- Students gain the knowledge to establish safety programs, investigate aircraft accidents, become expert witnesses, and deal with human factor issues
- Visit <https://aviationsafety.usc.edu/> for offerings

Corporate and Professional Programs – Viterbi Executive Education effort launched in 2008

- **Custom Courses**
 - Client Driven
 - Past Clients include: (US Army Cyber Command, Boeing, Northrop Grumman, Saudi Aramco, Hyperloop One, etc.
 - Available on-site, on campus or online
- **Open Enrollment Short Courses**
 - Available on campus or online
 - **Short Course Highlights Include:** Data Analytics Boot Camp, Essentials of Composites Manufacturing, Six Sigma Green Belt, Six Sigma Black Belt, Process Improvement for Healthcare, Construction Management Fundamentals, Basics of Invention & Innovation
- Visit <http://viterbiexeced.usc.edu> for offerings



Master's Student Services

Nora Sandoval – *Director Master's Student Affairs*

- Any current student related matters
- norasand@usc.edu

Doctoral Programs Student Services

Jennifer Gerson – *Director, Doctoral Programs*

- jgerson@usc.edu

Graduate Admissions

On-Campus and International Students (Graduate Programs)

- Camillia Lee - *Assistant Dean, Graduate & International Recruitment*
- camillil@usc.edu

Corporate Engagement (including DEN@Viterbi Recruitment, Career Connections, Executive Education)

- Candace House Teixeira – *Associate Dean, Corporate Engagement and Programs*
- housec@usc.edu

Where Are We?



RTH 1st Floor - – Undergraduate Admissions and Student Engagement

RTH 2nd Floor – Career Connections and Student Engagement

OHE 106 – Graduate Student Affairs

SC Tower 15th Floor – Viterbi Graduate Recruitment and Admissions