NEW STUDENT ORIENTATION
Graduate Programs in Engineering & Software

Summer 2019
Welcome from the Deans

Dr. Don Weinkauf
Dean
School of Engineering

Dr. Bhabani Misra
Associate Dean
Graduate Programs in Engineering & Software
Agenda

School of Engineering Faculty & Staff

Academic Planning and Integrity

Resources/Technology

Next Steps

Questions
Graduate Engineering Programs
Program Directors

Dr. John Abraham
Mechanical Engineering

Bob Bach
Manufacturing Engineering

Dr. Deb Besser
Center for Engineering Education (CEE)

Dr. John Fechter
Technology Management
Graduate Engineering Programs
Program Directors

Dr. Bob Monson
Systems Engineering

Dr. Greg Mowry
Electrical Engineering

Mike Winegar
Regulatory Science
Graduate Programs in Software
Fulltime Faculty

Dr. Jordan Barlow
Indiana University
Database Management Systems

Dr. Ron Chiang
George Washington University
Distributed Systems, Cloud Computing

Michael Dorin
Metropolitan State University
Software Engineering, Operating Systems

Frank Haug
University of St. Thomas
Database Management, Data Warehousing

Dr. Chih Lai
Oregon State University
Data Mining, Healthcare Informatics, Machine Learning, Artificial Intelligence
Graduate Programs in Software
Fulltime Faculty

Eric Level
University of Minnesota
Software Engineering
Object Technology

Dr. Bhabani Misra
North Dakota State University
Software Architecture,
Operating Systems

Dr. Abe Kazemzadeh
University of Southern California
Natural Language Processing

Dr. Manjeet Rege
Wayne State University
Data Analytics & Visualization,
Machine Learning and Artificial Intelligence
Graduate Programs in Engineering and Software Staff

Graduate Student Services Team

Crystal Conway
Program Manager
OSS 322

Laurie Dupont
Program Manager
OSS 322

Tina Hansen
Program Manager
OSS 305

Ryanna Jackson
Program Coordinator
OSS 301
Graduate Programs in Engineering and Software Staff

Graduate Student Services Team

Marius Tegomoh
Computing Resources

Jodea Johnson
Computing Resources

Michael Fink
Computer Resources
University of St. Thomas Academic Integrity Policy

- Honesty and trust among students and between students and faculty are essential for a strong, functioning academic community.

- Consequently, students are expected to do their own work on all academic assignments, tests, projects and research/term papers.

- Academic dishonesty, whether cheating, plagiarism or some other form of dishonest conduct related to academic coursework and listed in the Student Policy Book under "Discipline: Rules of Conduct" will automatically result in failure for the work involved. But academic dishonesty could also result in failure for the course and, in the event of a second incident of academic dishonesty, suspension from the university.
Academic Integrity Policy

**Cheating** - Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise. The term academic exercise includes all forms of work submitted for credit.

**Fabrication** - Intentional and unauthorized falsification or invention of any information or citation in an academic exercise.

**Facilitating Academic Dishonesty** - Intentionally or knowingly helping or attempting to help another to violate a provision of the institutional code of academic integrity.

**Plagiarism** - The deliberate adoption or reproduction of ideas or words or statements of another person as one's own without acknowledgment. You commit plagiarism whenever you use a source in any way without indicating that you have used it. If you quote anything at all, even a phrase, you must put quotation marks around it, or set it off from your text; if you summarize or paraphrase an author's words, you must clearly indicate where the summary or paraphrase begins and ends; if you use an author's idea, you must say that you are doing so. In every instance, you also must formally acknowledge the written source from which you took the material. This includes material taken from the World Wide Web and other internet sources.
Any student whose cumulative program grade point average (GPA) is below 2.7 will be placed on academic probation.

Any grade below a “B-” is regarded as unsatisfactory academic progress in a graduate program.

When a student is placed on academic probation he or she will be required to meet with the Associate Dean. During the meeting the student and the Associate Dean will discuss the student’s academic performance, their suitability for the program, and possible strategies for improvement. The Associate Dean will send a follow up communication after meeting to the student and their academic advisor outlining the results, strategies, agreements from that meeting.

A student will remain on academic probation until their program GPA meets or exceeds the 2.7 threshold.

Students on probation will receive a registration hold.
University of St. Thomas Title IX Policy

- Title IX is a federal law prohibiting sex discrimination in education.

- St. Thomas is “committed to promoting and protecting the personal dignity and well-being of every member of our community.”

- ALL students are REQUIRED to view “Not Anymore”- an online interpersonal violence prevention and awareness program in Murphy Online.

- Failure to complete the training will prevent students from registering for future graduate courses.

- For more information visit: https://www.stthomas.edu/title-ix/onlinetraining/onlinetrainingforstudents/Online Training for Students
Communication

St. Thomas email is the communication method used by faculty and staff to provide important information to students.

- You must claim your email account before it can be used. You will need your nine digit St. Thomas ID number and account information. When you claim your account, it becomes active.

You will need to create your own password.

- When communicating, please include your nine digit St. Thomas ID number on all correspondence.
- Your St. Thomas email account is available 365 days after your last ACTIVE term or due to graduation.
- For information technology support (ITS) call 651-962-6230 or email techdesk@stthomas.edu
Academic Planning

Create an academic plan
Use Resources such as:
- ClassFinder
- Course Scheduling Plans
- Suggested Course Sequencing Guidelines (program website)
- Degree Evaluation Worksheets in Murphy Online

Note: course prerequisites, frequency of course offerings

**ONLY** take what you can handle...
**TWO courses per semester is full-time at the graduate level!**

**STUDENTS MAY ONLY ATTEND CLASSES IN WHICH THEY ARE REGISTERED!**
# Academic Planning Worksheet

**Student Name:**

**Program:**

**Date:**

## Academic Plan

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## School of Engineering

[Logo of St. Thomas University]
Student Resources - Murphy Online

Murphy Online is a self-service tool for students and faculty. Access Murphy Online by navigating to stthomas.edu and clicking “Quick Links” When logged into Murphy Online, students may do the following (partial list):

- **Update Personal Information**: change your password, add emergency notifications
- **Student Information**: register for classes, view holds, view your schedule, review your degree evaluation
- **Student Account**: view your account, view your 1098T, view your eBill and/or make an ePayment
- **Financial Aid**: accept/decline loan, view loan information
- **Parking Services**: register for your parking permit
Welcome, Laura L. Dupont, to the Murphy Online Information System! Last web access on Aug 24, 2018 at 08:20 AM

- **Personal Information**
  - View or update your Emergency Alert Notification information, or personal data.

- **Student Services**
  - Register for Classes: View your schedule, View your academic record, View your Degree Evaluation, View your eBill, account information, etc.
  - Faculty & Advisors: View grades, registration overrides, view class lists and in the Advisor section see Student Information (Student Schedule, Transcript, Degree Evaluation)

- **Employee Services**
  - View your pay information, benefit & deduction history, exempt vacation reporting, adjust faculty contracts

- **Finance**
  - Create Requisitions, purchase orders & budget transfers: Approve financial

- **Financial Aid**
  - View financial aid status and offers, access award offers, and view loan rehabilitation.
Murphy Online - Student Records
Murphy Online- Degree Evaluation
Student Resources
Canvas - Learning Management System

St. Thomas' Learning Management System

Allows students to:

- Access syllabi, handouts, assignments, slide presentations
- Engage in web-based learning activities, extending the classroom's boundaries
- Use discussion board to engage in discussion, prepare for a rigorous discussion in the classroom and to carry on the discussion after class
- Work in small groups using the virtual group space area

**Students are responsible for course content on Canvas**

School of Engineering | UNIVERSITY OF St.Thomas
Visit this link for information on CANVAS
https://www.stthomas.edu/its/students/academictechnology/canvas/
Student Resources
Career Development Center

- Individualized Career Planning & Job Search
- Comprehensive Online Resources
  - Internship & Job Postings (Email and Department Bulletin Board)
  - Employer Research
  - Career Handouts & Webinars
- Group Seminars/Workshops
- Career Events (on and off-campus)
Visit this link for information on the Career Development Center
https://one.stthomas.edu/sites/student-affairs/career-development-center
Next Steps

- Claim NetID (email address)
- Register for classes
- Obtain your St. Thomas Student ID (ID Card Office: Murray Herrick 101, open 8:30am-4pm)
- Pay Tuition: **First payment due February 19 (Business Office)**
- **Required:** Sexual Misconduct Training through Murphy Online
- Set up Text/email alert: Murphy online → Personal Information → Add/update emergency notifications
Next Steps (continued)

Graduate Programs in Engineering Handbook:
www.stthomas.edu/engineering/graduate

Graduate Programs in Software Handbook:
www.stthomas.edu/gradsoftware/current/policies/

Parking Services: Murphy online → Parking Services
  • $65/semester for an evening permit or $125/academic year

Bookstore: online/on campus purchasing options
www.stthomas.edu-campusstores/
Questions?

Email: gradengineering@stthomas.edu
Email: gradsoftware@stthomas.edu
Phone: 651-962-5500
Location: O’Shaughnessy Science Hall, OSS 301