

MINUTES OF THE GRADUATE FACULTY  
MAY 4, 2009

The regularly scheduled spring semester Graduate Faculty meeting was called to order by chairman Dick DuBroff at 3:30 pm on Monday, May 4 in the Missouri Ozark Room of the Havener Center.

Bill Schonberg, chair of the Task Force charged with recommending ways to make graduate student compensation more competitive gave a summary of the main findings of the task force. The report of the task force was sent to the Provost and is attached to the end of the minutes for this meeting.

The list of graduate degree and graduate certificate recipients was amended and the amended list was approved unanimously. Elections for new graduate faculty officers were held. Prof. Joe Newkirk was nominated for chairman by Prof. Erickson. The nomination was seconded by Prof. Paul Worsey. He was elected by a vote of 5 in favor, 0 opposed, and 1 abstention. Prof. Mark Fitch was nominated for Parliamentarian by Prof. Bill Schonberg, with a second from Prof. Worsey. Prof. Fitch was elected by a vote of 5 in favor, 0 opposed, and 1 abstention. Prof. Partha Neogi was nominated for secretary by Prof. Erickson and seconded by Prof. Daniel Forciniti. Prof. Neogi was elected by a vote of 5 in favor, 0 opposed, and 1 abstention.

The following motion was introduced at the request of the office of graduate studies. The resolution was to change the wording in the next graduate catalog regarding the examination fee to the following: "An on-campus candidate for a graduate degree may enroll during the intersession for the final examination only (course 493) for no hours credit and pay the examination fee." The motion was approved as submitted.

The meeting adjourned at 4:30 pm.

APPENDIX: Report of the task force on Stipend X

Missouri University of Science and Technology

# Some Comments on Increasing the Competitiveness of Missouri S&T in the Recruitment of Graduate Students: Taskforce X – Final Report

Version 3.0

24 April 2009

# Executive Summary

The ability of this university to recruit and retain graduate students is vital to its faculty and programs being able to carry out their research and teaching missions. Currently, there is the understanding that we are losing many students (i.e., they do not accept our offers of admission and financial aid) because our compensation packages are inadequate. The following recommendations are offered for increasing the competitiveness of our offers and for enhancing the overall financial situation of graduate students at S&T. Stakeholders affected by each recommendation are indicated with **boldface** type. Also included at the end of each recommendation is a qualitative assessment of the impact of the recommendation on current or future general operating funds (re-)allocation in terms of none, low, medium, or high.

1) Stipend X

**Faculty** should be encouraged to begin including tuition and fees for GRAs as separately budgeted line items in their extramural funding proposals (low).

**Departments** should be encouraged to explore ways in which tuition and fees for GTAs and GAs can be paid for using General Operating (GO) and non-GO funds. For this to be successful, it is likely that new monies will need to be provided to departments for this purpose (high).

These encouragements should come from the **Office of the Chancellor** as a first step in changing the culture at Missouri S&T regarding these practices (n/a).

2) Tiered + Range Payment Structure

**Departments** and the **Faculty** should be encouraged to explore ways in which a tiered + range stipend structure can be implemented at Missouri S&T (high).

These encouragements should come from the **Office of the Chancellor** as a first step in changing the culture at Missouri S&T regarding these practices (n/a).

3) Health Insurance

**Faculty** should be encouraged to begin including appropriate portions of health insurance costs for GRAs as separately budgeted line items in their extramural funding proposals (low).

**Departments** should be encouraged to explore ways in which appropriate portions of health insurance costs for GTAs and GAs can be paid for using GO and non-GO funds. For this to be successful, it is likely that new monies will need to be provided to departments for this purpose (medium).

These encouragements should come from the **Office of the Chancellor** as a first step in changing the culture at Missouri S&T regarding these practices (n/a).

4) I-20 Processing

a. **Faculty** and **departments** should be encouraged to communicate in a more timely manner with the International Affairs Office (IAO) regarding offers of

<sup>1</sup>For each tier, a salary range is specified. The tiered + range structure can be used to make competitive offers and also reward current graduate students with demonstrated results.

admission and financial aid that have been communicated to accepted graduate program applicants (none).

- b. The **IAO** should revisit the current structure of the Estimated Student Budget in an effort to determine if the budget accurately reflects true average costs incurred by Missouri S&T graduate students (none).
  - c. A footnote should be added on the Financial Aid Office website, or a sentence should be added to the letter sent by the **IAO** to accepted graduate program applicants, stating that higher costs could be incurred if more expensive living accommodations are secured by the student (none).
- 5) Living Expenses The **IAO** should revisit the current structure of the Estimated Student Budget in an effort to determine if the budget accurately reflects true average costs incurred by Missouri S&T graduate students (none).  
The **university** should explore the creation of an inexpensive local transportation service that would allow students to live farther from campus where rent is cheaper and make shopping stops at local venues on the way to and from campus (medium).  
The **university** should consider extending its wireless internet coverage area as well as its library service hours as a means of decreasing the need (and associated costs) for graduate students to rely on and use third-party ISPs for internet access and electronic communication (low).

Given the current economic uncertainties, this report can be viewed as a planning document. The university community is encouraged to use the information contained herein to identify potential barriers to the recruitment of graduate students and the steps that are necessary to take to overcome them and increase its competitiveness in the global graduate student marketplace.

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## Taskforce Charge and Membership

Taskforce X was established in the 2008/2009 academic year by the Graduate Faculty Council to study the current graduate student compensation structure (a.k.a., Stipend X) and to determine how to make graduate student compensation packages at S&T more equitable and more competitive. Appendix A contains a copy of the memo from the Faculty Senate requesting that the Graduate Council explore these issues.

The Taskforce membership was as follows (in alphabetical order):

1. Venkata Allada 7. Krishna Krishnamurthy Vice Provost for Graduate Affairs  
Vice Provost for Research
2. Dr. Richard DuBroff 8. Edward Malone Professor, Electrical & Computing Assistant  
Professor, English & Tech Engineering Department *and* Chair of Communication Department  
the Graduate Faculty
3. Gregory Gelles Professor and Chair, Civil, Arch & Envir Professor and Chair, Economics  
Engineering Department Department
4. Carol Heddinghaus Associate Professor, Materials Science Director, Budget Planning  
Office and Engineering Department
5. Jeanie Hofer 10. Jeffrey Smith
6. Amardeep Kaur 11. G. Dan Waddill Director, International Affairs Office Professor and Chair,  
S&T Graduate Student  
Physics Department

## Background

Graduate research and education play a key role in establishing and maintaining Missouri S&T's national and international reputation as a leading research university. The ability of Missouri S&T to recruit and retain graduate students is vital to its faculty and programs being able to carry out their research and teaching missions. The lack of high quality graduate students also impacts the undergraduate teaching mission because of the proliferation of laboratories that are usually taught by graduate students.

Currently, there is the understanding that we are losing many students (i.e., they do not accept our offers of admission and financial aid) because our compensation packages are inadequate. Appendix B contains a summary of faculty anecdotes regarding students who were recruited but rejected offers of admission for financial reasons. Some "success stories" are also given as indications of the levels of support that have typically resulted in successful graduate student recruiting efforts. Two themes appear to emerge from the information provided by the faculty:

(1) we are losing students because other schools almost always provide tuition in addition to whatever stipends are paid, and (2) covering health service costs is a recruiting tool that we do not yet use but should consider doing so.

This report discusses several approaches the Taskforce developed that can be taken to (1) make graduate student compensation packages at S&T more competitive and (2) enhance the overall financial situation of graduate students at S&T. It is important to note that another parallel study is examining graduate student workload equity issues. As such, these issues are beyond the scope of activities of this Taskforce.

Per Semester		Enrolled in 6 cr hrs			Enrolled in 9 cr hrs		
		1/4-FTE appt	3/8-FTE appt	1/2-FTE appt	1/4-FTE appt	3/8-FTE appt	1/2-FTE appt
Income	Stipend X	\$4,163	\$6,244	\$8,325	\$4,163	\$6,244	\$8,325
Expenses	Tuition & Fees (Net)	\$2,451	\$2,451	\$2,451	\$2,739	\$2,739	\$2,739
	Rm & Bd (IAO)	\$3,230	\$3,230	\$3,230	\$3,230	\$3,230	\$3,230
	Other Exp (IAO)	\$2,043	\$2,043	\$2,043	\$2,043	\$2,043	\$2,043
Income - Expenses		(\$3,561)	(\$1,480)	\$601	(\$3,849)	(\$1,768)	\$313

Stipend X pay scales for the 2008-2009 academic year. At present, the International Affairs Office (IAO) budgets approximately \$6,500 per academic year for room and board for a non-resident graduate student; an additional \$4,000 (approx.) is budgeted by the IAO per academic year for other expenses such as health insurance, books, and personal needs.

Table 1 below presents a summary of typical expenditures (as budgeted by the IAO) and income (from Stipend X) for a graduate student enrolled in either science or engineering for either 6 or 9 hours at FTE appointments of 1/4, 3/8, or 1/2. As can be seen from this table, under the current operating procedure that requires students to pay tuition using their Stipend X income, students on less than 1/2-FTE appointments for both semesters will lose money and have to rely on their savings to make ends meet. From the emails received from faculty before and after this Taskforce was convened, this is an untenable situation that must be remedied immediately if Missouri S&T is to remain competitive in recruiting graduate students.

Table 1 – Summary of Income-Expenses for Various Appointment Levels and Enrollment

One “simple” way of fixing this problem is for faculty and departments to pay for the tuition and fees *in addition* to the stipends they provide their GRAs and GTAs, respectively. It is important to note that there is nothing currently prohibiting faculty and departments from doing this. Faculty need “merely” add the anticipated cost of tuition and fees to their proposal budgets for projects that include graduate student funding, and departments need “merely” pay tuition for its GTAs and GAs from their GO and/or other funding sources.

Of course, the culture of providing additional support to cover tuition and fees for graduate students does not exist on the Missouri S&T campus. Faculty are naturally (and understandably) concerned with exceeding written (or unwritten) funding budget caps if tuition and fees are



included in proposal budgets (or, alternatively, decreasing their summer income potential to make room for this extra budget line). Departments are naturally (and understandably) concerned with devoting an excessively large amount of their precious funding to this additional expense, to the possible detriment of other projects and programs that are also in need of funding.

In light of the apparent desirability of providing tuition and fees support for graduate students from the perspective of increasing this university's competitiveness as well as the natural and understandable fears and concerns of the faculty and departments if this were to become the new mode of operation, the following questions naturally arise:

- (1) Just how much additional funding would departments need to provide from their own pockets to support the payment of tuition and fees for their GTAs and GAs?
- (2) Just exactly how much additional funding would faculty need to request from their funding agencies to be able to do likewise for their GRAs?

In an attempt to answer this question, the university's Budget Planning Office was asked to provide a "snap-shot" summary of GTA and GRA headcount, payroll, fees, and aid for the SU07, FA07, and SP08 semesters. This information is summarized in Table 2. The following inferences can be made from Table 2:

- 1) On average, during the fall and spring semesters, if a department wished to pay for the net tuition and fees owed by a graduate assistant or graduate teaching assistant, the department would need to provide approximately \$2250 per student more than it may be providing already; in the summer semester, a department would need to provide approximately \$1100 per student.
- 2) From a campus perspective, a total of approximately \$830K would be needed to pay for the net tuition and fees of all graduate assistants, graduate teaching assistants, and the teaching assistant portions of mixed TA/RA appointments.

In addition, the following questions and points were raised.

- 1) It is unclear whether tuition paid on behalf of a graduate student is recorded as a taxable compensation. If it is not, then by separating it out from the stipend payment it would not be subject to taxation, which would also be a net gain for the students. This is an issue that needs further attention from individuals more knowledgeable of the United States Tax Code.
- 2) Tuition is not subject to indirect charges when it appears in a proposal budget.  
If it is separated out from the stipend payment and added on to the project cost, there is no net gain for the university (other than that by doing so we might attract more students to the university to pursue graduate studies).  
If the project cost has reached a budget ceiling, then separating out tuition from the stipend payment would actually decrease the total of the direct cost items that

are subject to indirect charges, resulting in a slight loss in indirect return to the university.

Table 2 – Summary of GTA and GRA Headcount, Payroll, Fees, and Aid for the SU07, FA07, and SP08 semesters

FY 08 Summer 07, Fall 07 & Spring 08												
Students on GTA, GRA or GA appointments												
General Revenue Fees --		tuition + supplemental fees						1/4-FTE in SU07		\$2,831		
Dedicated Fees --		IT fee + health fee + activity fee						1/4-FTE in FA07		\$4,022		
General Revenue Aid --		Chancellor's Fellowship, fee waivers over 6 hrs, non-resident waivers, etc						1/4-FTE in SP08		\$4,123		
Department Aid		tuition support, other department aid, etc										
Row Labels	Headcount	Payroll	Gen Rev Fees	Dedicated Fees	Dist Ed Fees	Total Fees	Gen Rev Aid	Dept Aid	NEW \$\$\$ = Tot Fees - Gen Rev Aid	New \$\$\$ per Nose	FYI ... Average FTE Appt	
<b>Summer 07</b>	<b>401</b>	<b>1,585,536</b>	<b>876,619</b>	<b>61,989</b>	<b>6,450</b>	<b>945,058</b>	<b>(484,451)</b>	<b>(88,091)</b>	<b>460,607</b>	<b>1,149</b>	<b>0.35</b>	
Grad Asst	12	44,725	25,222	1,825	-	27,047	(14,306)	(2,552)	12,740	1,062	0.33	
Grad Res Asst	281	1,069,626	646,529	43,498	2,265	692,293	(360,229)	(72,767)	332,064	1,182	0.34	
Grad Teach Asst	30	115,556	45,505	4,378	4,185	54,068	(27,039)	(1,167)	27,029	901	0.34	
Mixed Appt	78	355,629	159,362	12,288	-	171,650	(82,876)	(11,605)	88,774	1,138	0.40	
<b>Fall 07</b>	<b>534</b>	<b>3,485,052</b>	<b>3,078,428</b>	<b>230,727</b>	<b>13,365</b>	<b>3,322,520</b>	<b>(2,094,437)</b>	<b>(225,498)</b>	<b>1,228,083</b>	<b>2,300</b>	<b>0.41</b>	
Grad Asst	41	265,791	279,036	18,952	3,060	301,048	(202,502)	(7,605)	98,546	2,404	0.40	
Grad Res Asst	330	2,045,973	1,959,936	140,306	8,040	2,108,282	(1,331,533)	(176,318)	776,748	2,354	0.39	
Grad Teach Asst	108	747,436	528,121	46,905	2,265	577,291	(348,126)	(9,703)	229,165	2,122	0.43	
Mixed Appt	55	425,852	311,336	24,564	-	335,900	(212,277)	(31,872)	123,623	2,248	0.48	
<b>Spring 08</b>	<b>498</b>	<b>3,403,128</b>	<b>2,921,157</b>	<b>215,283</b>	<b>-</b>	<b>3,136,440</b>	<b>(1,988,928)</b>	<b>(230,842)</b>	<b>1,147,513</b>	<b>2,304</b>	<b>0.41</b>	
Grad Asst	29	184,921	203,031	13,350	-	216,381	(146,869)	(2,640)	69,512	2,397	0.39	
Grad Res Asst	306	2,019,916	1,813,681	129,995	-	1,943,677	(1,234,643)	(188,503)	709,034	2,317	0.40	
Grad Teach Asst	93	652,189	498,963	40,092	-	539,055	(333,039)	(12,536)	206,016	2,215	0.43	
Mixed Appt	70	546,103	405,482	31,846	-	437,328	(274,377)	(27,163)	162,951	2,328	0.47	
<b>Grand Total</b>	<b>1,433</b>	<b>8,473,716</b>	<b>6,876,204</b>	<b>507,999</b>	<b>19,815</b>	<b>7,404,018</b>	<b>(4,567,816)</b>	<b>(544,431)</b>	<b>2,836,202</b>	<b>1,979</b>	<b>0.40</b>	
									New \$\$\$ =	643,008		
									+ 1/2 (est) =	181,674		
									TOT NEW \$\$\$ =	830,682	for GTAs	
									GRAs Chg to C&G =	2,005,520		
									Potential OH Loss =	1,012,788	See note at left	

Table 2 also shows the funds that would likely need to be expended to support GRAs on contracts and grants (C&G) and potential overhead loss to the campus if these expenditures were budgeted as tuition (which does not incur an overhead charge) and the overall proposal amounts did not increase to accommodate that tuition charge. The following points are made based on these figures:

- This potential overhead loss (approx. \$1M) will result only if C&G award levels remain fixed (i.e., if project budgets carve out some room for tuition charges, which are not subject to indirect charges).
- Alternatively, if C&G award levels are allowed to expand to accommodate tuition cost lines, then the potential overhead loss decreases and possibly even disappears.

To avoid losing overhead charges, faculty would need to increase their contract and grant (C&G) expenditures by approximately \$2M or 5% of the total C&G expenditures (approx. \$37.7M) for FY0708 for the entire campus. This does not appear to be an excessive amount, overall, by which total C&G proposal budgets should be increased. It is interesting to note that UM

Columbia mandates that tuition and fees, as well as health insurance costs (the subject of the next section in this report), are to be included in proposals submitted by faculty.

Finally, it is important to note that there are several other position salaries tied to Stipend X. According to Missouri S&T Policy Memo II-12, Stipend X is mentioned as the salary basis for the following nine (9) appointments:

4685 – Graduate Instructor 4717 – Graduate Teaching Assistant 4660  
– Grader 7657/963/1749 – Research Engineer/Assoc Res Engr/Asst  
Res Engr 4715 – Graduate Research Assistant 8594/7620 – Senior  
Research Aide/Res Aide.

Therefore, if any changes were to be made to how Stipend X is calculated and/or administered, it would be necessary to be mindful of how those changes would affect all of these positions.

# Other Considerations

## Health Insurance

International students at S&T who are on assistantship appointments are also required to pay an additional \$425 per semester (approximately) for mandatory health insurance. Most international graduate students do not have their own health insurance when they come to S&T from a company that is recognized by the UM System. It is a UM System requirement that international students must purchase health insurance unless they are sponsored by a government or other entity that carries a pre-approved health insurance program. Appendix E shows a comparison of the nominal graduate assistantship offers on the four UM System Campuses. As can be seen from this table, two of the four campuses are providing some sort of subsidy for health insurance costs to their graduate students.

To determine how UM-Columbia subsidizes the costs of the health insurance for its graduate students, we contacted the GSSP Coordinator in the UMC Graduate School. The following is a summary of the information received regarding the process at UMC:

- 1) If a student is funded in a qualifying assistantship at 1/2-FTE (working 20 hours per week), then 100% of the premium is subsidized for that student. If the student is funded from a grant, then the grant is charged for that subsidy.
- 2) If a student is funded in a qualifying assistantship at less than 1/2-FTE, but at least 1/4FTE (10 hours per week), then the subsidy is 50% of the highest cost premium.
- 3) For example, in AY0809, the cost for the annual domestic insurance premium is \$1,876.00. If a student has a 1/4-FTE qualifying assistantship, then half of this premium is subsidized, assuming the student has the assistantship for the academic year. If a student has a 1/2-FTE qualifying assistantship, then the full cost of the premium is subsidized.
- 4) International students are automatically enrolled in the mandatory international insurance program each fall and spring semesters, with spring covering summer as well.
- 5) The cost for fall 2008 mandatory international insurance was \$396 and the cost for spring/summer 2009 mandatory international insurance is \$549. The cost for the international insurance is less because it is a mandatory program for all international students enrolled at MU.
- 6) The subsidy for an international student with a 1/4-FTE qualifying assistantship for fall 2008 was \$392.50 (which was 50% of the cost of the fall domestic insurance, which had a total cost of \$785.00). For SP2009, the subsidy is \$548.00 (which is 50% of the cost of the spring/summer domestic insurance, which has a total cost of \$1,096.00).

## **I-20 Processing**

Figures F.1 through F.3 in Appendix F indicate how much funding is required to be shown by potential graduate students for various sequences of appointments for a 9-month period (i.e., one academic year). The following additional points were discussed regarding graduate student offers and the activities undertaken by the International Affairs Office (IAO) to facilitate student enrollment at Missouri S&T.

- 1) At present, a 9-month appointment with both semesters at 1/2-FTE is require to remove the need for asking a student to provide a financial statement. Adding tuition on top of a stipend increases the value of the offer package, which can remove the need for asking a student for a financial statement for the options shown in Figure F.1 (two semesters at 3/8-FTE) and in Figure F.2 (one semester at 3/8-FTE, one semester at 1/2-FTE).
- 2) Students often go to the university that sends them their I-20 first. Receiving an I-20 is the first step in their application for a visa, which needs to include where they will be enrolling. If we have delays on our end because of questions from the student about the need to submit a financial statement, we may lose that student to a university that sends him/her an I-20 before we are able to get all of our information together.
- 3) Delays often occur because of a lack of clarity in the communications between the hiring faculty, the IAO, and the overseas student. Faculty will often extend offers without letting the IAO know that they have done so. As a result, the IAO sends the student its standard request for a financial statement not knowing that an offer has already been extended. The student is confused since he/she has received both an offer and a request to demonstrate financial solvency. This confusion results in delays as the student shuttles between the faculty member and the IAO with questions about the whole process.
- 4) Another reason for a delay is the time spent by the student working up the detailed information required for the financial statement before it even comes back to the IAO. The frustrating part about this is that the amount identified on the IAO spreadsheet as being needed is the net amount after considering all possible expenses, including miscellaneous items such as entertainment. Hence, it is entirely possible that tuition and required living expenses could all be covered without ever needing to have in hand the identified amount. However, students typically do not know this and believe that the stated amount needed is actually an amount that they will have to come to campus with or risk not having sufficient funds for basic necessities such as food and shelter.

## Living Expense Calculations

According to Tables F.1 through F.3, the International Affairs Office (IAO) budgets approximately \$10,500 in living expenses for a 9-month time period. This includes approximately \$6,500 for room and board and approximately \$4,000 for other expenses (approx. \$2300 for miscellaneous personal needs, approx. \$900 for books & supplies, and approx. \$800 for health insurance). The question arose as to how realistic these numbers are, namely, how accurately do they reflect the actual amount of living expenses incurred by a “typical” graduate student.

In an attempt to answer this question, the Taskforce developed a survey that was distributed to current graduate students requesting them to indicate typical monthly expenditures for rent, food, utilities, heating, cable/internet, etc. This survey can be found in Appendix G; the results from the survey are presented in Appendix H.

Table H.1 in Appendix H presents the raw data from the graduate student survey, while Table H.2 contains the written comments provided by some of the survey respondents. Finally, Table H.3 provides average amounts for each surveyed expense category based on the number of respondents choosing a particular category expense level. The following points were made after consideration of the raw (in Tables H.1 and H.2) and processed (in Table H.3) survey results.

- a) As can be seen from Table H.3, the average amount spent by graduate students for 9 months of room and board is approximately \$4,700 (including utilities and heating fuel). This difference / reduction from the IAO amount of approx. \$1,700 could have a significant effect on the threshold average yearly FTE value that would (or conversely would not) generate the need for an applicant to provide a financial statement. i) For example, while at present a 1/2-FTE appointment for a full AY will not generate a financial statement request, an appointment of 3/8-FTE in one semester and 1/2-FTE in another semester WILL generate such a request.
  - ii) In this particular case, the amount that would need to be shown on a bank statement is approximately \$1,500 (recall Table F.2). If room and board figures based on actual Rolla living expenses were used, this \$1,500 would disappear and a statement would NOT be needed for 9 month 3/8-FTE + 1/2-FTE appointments.
- b) The question was raised regarding how the IAO determines its \$6,500 figure. The answer is that this figure comes from the university’s Financial Aid Office, which bases it on residence hall living and eating costs. Thus, the same number is used for undergraduate students as graduate students. However, few, if any, graduate students live in residence halls, so this figure does not appear to be appropriate to use on graduate student I-20 forms.
- c) It was noted that the average room and board amounts obtained in the survey do not address or reflect standard of living considerations. There is, therefore, the slight risk that some graduate students who could afford to live more comfortably and secure more comfortable accommodations might be surprised by the higher living expenses they incur as compared to the “typical” published expenses.

d) There is no place on an I-20 form to comment on cost-of-living issues, and the quoted amount reflects the average. It was suggested that perhaps either a footnote could be added on the Financial Aid Office website, or a sentence could be added to the letter sent by the IAO, that clarified the assumptions used in calculating the average room and board value.

e) Of special note were comments 6, 13, 14, 15, and 17 in Table H.2. Regarding comment 6, an inexpensive local transportation service would allow students to live farther from campus where rent is cheaper and allow them to make shopping stops at local venues on the way to and from campus. Comments 13, 14, 15 and 17 seemed to indicate that graduate students are very concerned about internet access and the cost of information retrieval that is required for their research.

f) Missouri S&T should consider purchasing housing accommodations which are near campus and which could be offered to graduate students at a reasonable cost.

## Tiered Payment Structure

The Provost requested that we consider the possibility of implementing a tiered stipend structure with two or three levels. In the two-level case, the thought was that there would be a distinction between the base stipend for MS and PhD students. In the three-level case, there could be distinctions among the base stipend for MS students, pre-qualifying exam PhD students, and PhD students who have already passed the qualifying exam.

The Office of the Vice Provost for Graduate Studies was asked to provide a snapshot of how many MS students, PhD students, and PhD candidates there were during the FS08 and SP09 semesters. Ultimately it was decided to concentrate on a handful of departments and programs in engineering and in the sciences (electrical and computer engineering, chemistry, mechanical and aerospace engineering, civil and environmental engineering, computer science, and materials science engineering). The graduate coordinators in these programs were contacted with a request for the information needed for this effort.

Information was provided by the electrical and computer engineering, mechanical and aerospace engineering, and materials science engineering programs. In addition, Prof. Dubroff provided an algorithm based on qualifying exam pass/fail rates in his department that could be used to estimate the student populations in the three groups of interest (MS, pre-qual PhD, post-qual PhD) for those programs that did not respond. When this algorithm was run and its predictions compared against information provided by the mechanical and aerospace engineering and materials science engineering programs, it was found that in one case the predictions were nearly perfectly aligned with the actual figures, while in the other they were a bit off. However, in the case where the algorithm's predictions were off the mark, they were close enough that the Taskforce felt comfortable using the algorithm "as is" for the other programs.

When the algorithm was applied to the programs considered in this study, it was found that, on average, the relative populations of students in the three groups of interest was as follows:

- MS students – 55% Pre-Qual
- PhD students – 11% Post-Qual
- PhD students – 34%

Noting that the average FTE for the entire campus was approx. 0.40 (recall Table 1) and assuming that Post-Qual PhD students would receive a stipend of 0.50 FTE, it was calculated that FTE levels of 0.33 and 0.45 for MS students and Pre-Qual PhD students would, given the population distribution note above, yield an average campus-wide FTE of 0.40. The following points were made during the discussion of these results:

- a) The FTE levels of 0.33, 0.45, and 0.50 have a nice spread and appear to appropriately differentiate between compensation levels for MS students and pre-and post-qualifying PhD students.
- b) However, these are FTE levels and not levels of pay. The implication of varying FTE levels is that students with lower FTE levels would work fewer hours than those with higher FTE levels. This is not necessarily the case. It may make sense that MS students should be paid less than PhD students, but they both might be expected to work 20 hours per week.



c) Based on a) and b), the apparent FTE levels calculated might not actually be FTE levels, but perhaps could be looked at as pay-scale ratios: MS students get paid 66% of what post-qualifying exam PhD students get paid, and pre-qualifying exam PhD students get paid 90% of what PhD candidates get paid, assuming the same number of hours are worked.

d) The current calculations do not account for students who go for a PhD right out of undergraduate school without stopping for a MS degree on the way. For such cases, it might make sense to consider a two-level system: PhD students who have passed the qualifying exam, and everyone else.

As the discussion ensued, it became apparent that additional expertise would be needed to resolve and unify the concepts of FTE, pay-scale, and time on task. This is an exercise that is left for the next Taskforce to consider. It should be noted, however, that if such a tiered payment structure were implemented without increasing base stipend levels, the result would be that MS students would be asked to live on less financial support. Since MS students comprise more than 50% of the current graduate student population, this would actually further exacerbate the problem this Taskforce sought to address.

## **Tiered + Range Payment Structure**

The Vice Provost for Graduate Studies discussed the concept of a tiered payment structure with several graduate deans at this year's Council of Graduate Schools conference. It appears that many schools have implemented what can be referred to as a „tiered + range“ payment structure for funding graduate students. That is, for each tier in the payment structure, a salary range is specified. The tiered + range structure can be used to make competitive offers and also reward current graduate students with demonstrated results.

In addition, it is interesting to note that at Missouri S&T, the Stipend X pay scale specifies the **maximum** amount that can be paid to a graduate student. In some other schools, such a system is used to define a **minimum** payment so that departments and faculty have the flexibility to increase the payment within some reasonable limits. Some faculty at Missouri S&T have the resources to pay deserving graduate students more than Stipend X apparently allows, but are limited by the cap specified by the current Stipend X payment structure.

This concept of a „tiered + range“ payment structure appears to warrant further discussion, and is also an exercise that is best left for the next Taskforce to consider.

## Recommendations

Based on the discussions in the preceding sections, the following recommendations are offered for increasing the competitiveness of our offers of admission and financial aid to graduate students and for enhancing the overall financial situation of graduate students at S&T. Stakeholders affected by each recommendation are indicated with **boldface** type. Also included at the end of each recommendation is a qualitative assessment of the impact of the recommendation on current or future general operating funds (re-)allocation in terms of none, low, medium, or high.

- 1) Stipend X

**Faculty** should be encouraged to begin including tuition and fees for GRAs as separately budgeted line items in their extramural funding proposals (low).  
**Departments** should be encouraged to explore ways in which tuitions and fees for GTAs and GAs can be paid for using GO and non-GO funds. For this to be successful, it is likely that new monies will need to be provided to departments for this purpose (high).  
These encouragements should come from the **Office of the Chancellor** as a first step in changing the culture at Missouri S&T regarding these practices (n/a).
- 2) Tiered + Range Payment Structure

**Departments** and the **Faculty** should be encouraged to explore ways in which a tiered + range stipend structure<sup>2</sup> can be implemented at Missouri S&T (high).  
These encouragements should come from the **Office of the Chancellor** as a first step in changing the culture at Missouri S&T regarding these practices (n/a).
- 3) Health Insurance

**Faculty** should be encouraged to begin including appropriate portions of health insurance costs for GRAs as separately budgeted line items in their extramural funding proposals (low).  
**Departments** should be encouraged to explore ways in which appropriate portions of health insurance costs for GTAs and GAs can be paid for using GO and non-GO funds. For this to be successful, it is likely that new monies will need to be provided to departments for this purpose (medium).  
These encouragements should come from the **Office of the Chancellor** as a first step in changing the culture at Missouri S&T regarding these practices (n/a).
- 4) I-20 Processing
  - a. **Faculty** and **departments** should be encouraged to communicate in a more timely manner with the IAO regarding offers of admission and financial aid that have been communicated to accepted graduate program applicants (none).

<sup>2</sup>For each tier, a salary range is specified. The tiered + range structure can be used to make competitive offers and also reward current graduate students with demonstrated results.

admission and financial aid that have been communicated to accepted graduate program applicants (none).

- b. The **IAO** should revisit the current structure of the Estimated Student Budget in an effort to determine if the budget accurately reflects true average costs incurred by Missouri S&T graduate students (none).
  - c. A footnote should be added on the Financial Aid Office website, or a sentence should be added to the letter sent by the **IAO** to accepted graduate program applicants, stating that higher costs could be incurred if more expensive living services are used. The **university** should explore the creation of an inexpensive local transportation service that would allow students to live farther from campus where rent is cheaper and make shopping stops at local venues on the way to and from campus (medium).
- 5) Living Expenses
- The **university** should consider extending its wireless internet coverage area as well as its library service hours as a means of decreasing the need (and associated costs) for graduate students to rely on and use third-party ISPs for internet access and electronic communication (low).

## **Closing Comment**

At the final meeting of this Taskforce, it was made known that AY0910 tuition and Stipend X amounts would remain flat, but that room and board costs were naturally likely to increase. In fact the I-20 completed for the appointment scenario on pg 26 of this report (2 semesters at 1/2FTE, no financial statement required) will now likely require approximately \$1700 to be shown by students on such appointments in their financial statements. That is, under the current stipend structure and using current I-20 information assumptions, even graduate students appointed at the highest level possible will need to prepare financial statements showing a fairly substantial amount of financial support that they are bringing with them to S&T. The effects on students who are on lower appointments are expected to be even more dramatic. This underscores the urgency of the problems tackled by this Taskforce, and the serious need to get them resolved as soon as possible.

**Appendix A – Establishment of the Taskforce**

## Appendix B – Faculty Anecdotes

I am having major problems recruiting and retaining PhD students. Of the ones I was able to recruit, once left for Univ. of Delaware and another for Univ. of Cincinnati; neither school charges tuition.

In my field, most graduate programs waive tuition in addition to providing a stipend. Considering that this university requires graduate students to pay tuition and fees out of their meager stipends, I'm surprised that we have any grad students at all. I certainly would not have gone to grad school if I had had to pay tuition.

As an example of competing packages, one of my students has these two offers to consider:

1. University of Illinois
  - Year 1 – 11 month \$22,00 stipend
  - Year 2to5 – 11 month ½-FTE GRA (value at least \$20,500) plus \$4,000 supplementary fellowship
  - Years 1to5 – tuition and fees waiver, health service fee waiver, basic dental and vision coverage, and partial payment of the health insurance fee for each term of appointment
  
2. Virginia Tech
  - \$30,000 fellowship/assistantship stipend each year for 3 years
  - \$15,176 tuition per year for 3 years
  - \$1,445 fees per year for 3 years
  - \$700 health insurance per year for 3 years

We recently lost one excellent recruit for graduate school to the geological sciences program at UMC, which I understand does waive tuition for graduate students. One of the deciding factors was the financial package.

My offers of 3/8-FTE were declined by students once they got offers from the Univ. of Minnesota and the Univ. of Mass-Amherst.

Funding is absolutely essential. When I entered PhD work I had multiple offers from several different schools. I attended the one that waived my tuition and granted me four years of guaranteed funding up front.

We need to pay a reasonable stipend + offer tuition waivers. Physics has certainly lost a number of good graduate students because we cannot make competitive offers.

Even in my PhD program the university waived tuition for most grad students. Only the MBA students and those whose employers paid actually worried about tuition.

The advice being given out there is to never attend graduate school unless you get an offer of full funding, including tuition.

A student accepted an offer but declined it later and went to Wayne State University. He wrote: "Also they offered me a TA with full tuition fee waiver and a medical cover. So I believe that I'll be financially strong during the time period with their offer."

A student declined our offer right away. I liked his resume, and so I wrote him and said if he would reconsider his decision, I would cover his tuition and medical costs. This turned him over and he got very interested (judging by several emails I got from him and by the type of questions he was asking me about the research). But he said he has other good offers and at the end he declined saying he decided to do experiment[al work].

A student who was offered a Chancellor's Fellowship and 0.5-FTE TA appointment declined to attend North Texas State where he received tuition waiver. Total financial packages were approximately equivalent, but tuition waiver sold him on inferior graduate program.

I had recruited a student who arrived last January. We gave him a ½ time GTA. Due to the way that the withholding works and the requirement for student insurance, and the need to pay his own tuition and fees, his take-home pay was down to around \$350/month!

Two years ago we thought we had a student since we had offered him a chancellor's fellowship and a ½ time GTA. However, we lost out to some school in Alabama (not a strong school) as we were still a couple thousand less in our pay.

### *Success Stories*

In our lab we reduced the GRA FTE a little and added tuition payment. Here is how we make our offers: students that receive offers are fully funded, including a \$17,500 annual research assistantship, as well as paid tuition for PhD students. For MS students we offer \$13,500 annual research assistantships as well as paid tuition.

I offer 3/8-FTE plus full fees or 1/2-FTE for PhD students. For ME students I offer 0.3-FTE plus full fees or 0.46-FTE.



## **Appendix C – Typical Tuition & Fees Bills for Science and Engineering Graduate Students**

Figure C.1 – Bill for Science Graduate Student, Enrolled for 6 Cr hrs

Figure C.2 – Bill for Engineering Graduate Student, Enrolled for 6 Cr hrs

Figure C.3 – Bill for Science Graduate Student, Enrolled for 9 Cr hrs

Figure C.4 – Bill for Engineering Graduate Student, Enrolled for 9 Cr hrs

STIPEND AMOUNT: 33,300.00 9 months

EFFECTIVE DATES: 08/01/08 - 07/31/09

ACADEMIC APPT YEAR: 08/18/08 - 05/15/09 (9.0 MON)

ACADEMIC APPT YEAR CALCULATION: \$33,300.00 / 9.0 = \$3,700.00, 2008-2009

08/18/08 - 08/31/08	10/21	0.47619	
09/01/08 - 04/30/09	8.0	8.00000	
05/01/09 - 05/15/09	11/21	<u>0.52381</u>	
		<u>9.00000</u>	3,700.00

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100%	3,700.00	75%	2,775.00	50%	1,850.00
99%	3,663.00	74%	2,738.00	49%	1,813.00
98%	3,626.00	73%	2,701.00	48%	1,776.00
97%	3,589.00	72%	2,664.00	47%	1,739.00
96%	3,552.00	71%	2,627.00	46%	1,702.00
95%	3,515.00	70%	2,590.00	45%	1,665.00
94%	3,478.00	69%	2,553.00	44%	1,628.00
93%	3,441.00	68%	2,516.00	43%	1,591.00
92%	3,404.00	67%	2,479.00	42%	1,554.00
91%	3,367.00	66%	2,442.00	41%	1,517.00
90%	3,330.00	65%	2,405.00	40%	1,480.00
89%	3,293.00	64%	2,368.00	39%	1,443.00
88%	3,256.00	63%	2,331.00	38%	1,406.00
87%	3,219.00	62%	2,294.00	37%	1,369.00
86%	3,182.00	61%	2,257.00	36%	1,332.00
85%	3,145.00	60%	2,220.00	35%	1,295.00
84%	3,108.00	59%	2,183.00	34%	1,258.00
83%	3,071.00	58%	2,146.00	33%	1,221.00
82%	3,034.00	57%	2,109.00	32%	1,184.00
81%	2,997.00	56%	2,072.00	31%	1,147.00
80%	2,960.00	55%	2,035.00	30%	1,110.00
79%	2,923.00	54%	1,998.00	29%	1,073.00
78%	2,886.00	53%	1,961.00	28%	1,036.00
77%	2,849.00	52%	1,924.00	27%	999.00
76%	2,812.00	51%	1,887.00	26%	962.00

## Appendix E – Nominal Graduate Assistantship Offers on the Four UM System Campuses

Campus	Stipend Range	Tuition Waiver	Health Benefits	Qualifications
Columbia	\$10,000 - \$30,000	Yes	Yes based on FTE and plan chosen	Must be minimum .25 FTE Must have qualifying job title Must maintain “good academic standing” New students must be admitted based on criteria by degree-granting home and approved by Graduate School and Graduate Faculty Senate.
Kansas City	\$8,000 - \$22,000	Non-resident fee waived Up to 6 Credit hr fees paid for grad teaching assistants	No	Minimum 0.25 FTE Qualifying job title and good academic standing. Support is primarily provided by the academic unit and varies from unit to unit.
Missouri S&T	\$10,865 - \$21,730.95	No – but all .25 FTE are in-state status Chancellor’s Fellowships do provide waiver	No	Full time student (nine credit hours during fall & spring, 3 credit hours during summer)
St. Louis	Master’s level range from \$5000 - \$16,000; Doctoral level range from \$7500 - \$18,000 Additional funding up to \$300 for travel to present work	Yes – scholarship for tuition	Yes, 25% subsidy	In-state tuition scholarship requires .5 FTE Non-resident scholarship requires minimum of .25 FTE Departments propose candidates, and the Graduate School reviews and approves them. Students working outside of their major and those on probation are especially scrutinized.

# Appendix F – I-20 Information



Please complete this form for each student who will receive funding from your department and return it, along with a copy of the offer letter, to "International Affairs - 103 Norwood Hall". The blanks that will need information entered are highlighted in green. Please note that some cells contain a small red triangle in the upper right corner. Move your mouse over these cells, and a comment box with additional information and/or instructions will appear. If you have any questions on the usage of this form, please contact International Affairs at 4208.

**Name and Phone Number of Department Contact**

**Student's Name (Last, First)**

**Student ID**

**I-20 Form Mailing Instructions (place "X" in green box)**

To be picked up and mailed by the department	<input type="checkbox"/>
Mailed by International Affairs via Regular Mail	<input type="checkbox"/>
Mailed by International Affairs via FedEx (*please provide acct # below)	<input type="checkbox"/>
Other (Please enter other method directly in this field)	<input type="checkbox"/>
<i>applicable: Provide FedEx account to charge for shipment:</i>	

	Summer 2008 & 2009		Fall 2008		Winter 2009	
<b>Expenses</b>						
Total Educational Fees Non-Resident Graduate	\$ 2,629.17		\$ 7,887.50		\$ 7,887.50	
Room & Board	\$ 1,615.00		\$ 3,230.00		\$ 3,230.00	
Books/Supplies	\$ 225.00		\$ 450.00		\$ 450.00	
Personal Needs	\$ 586.50		\$ 1,173.00		\$ 1,173.00	
Health Insurance	\$ 169.00		\$ 420.00		\$ 418.00	
<b>Total Expenses</b>	\$ 5,224.67		\$ 13,160.50		\$ 13,158.50	
<b>Support</b>						
<b>Stipend Support</b>	offered for SS2008?	no	offered for FS2008?	yes	offered for WS2009?	yes
Base Pay (Monthly Stipend at 100%)	\$ -		\$ 3,700.00		\$ 3,700.00	
% Support from Department	0%	0.0%	37%	37.0%	37%	37.0%
Factor (Multiplier for Specific Semester)			4.47619		4.52381	
Monthly Income	\$ -		\$ 1,369.00		\$ 1,369.00	
<b>Total Stipend Income</b>	\$ -		\$ 6,127.90		\$ 6,193.10	
<b>Fee Support</b>						
Out of state fee waiver (9 hours)	\$ 1,417.50	no	\$ 4,252.50	yes	\$ 4,252.50	yes
Credit for 3 hrs educational fees over 6 hrs (in-State rate)	\$ -	N/A	\$ 836.10	yes	\$ 836.10	yes
Health Insurance (source: Broker quote)	\$ -	\$0.00	\$ -	\$0.00	\$ -	
<b>Total Fee Support</b>	\$ 1,417.50		\$ 5,148.60		\$ 5,148.60	
<b>Additional Support Offered by Department:</b>						
Enter amount of additional funding here	0.00		0.00		0.00	
Enter explanation of additional funding here	no		no		no	
<b>Total Additional Support Offered</b>	\$ -	Is Not Offered	\$ -	Is Not Offered	\$ -	Is Not Offered
<b>Total Fee, Stipend, and Additional Support</b>	\$ -	Is Not Offered	\$ 11,216.50		\$ 11,341.70	

Figure F.2 I-20 Analysis for a 9 mo Appointment,

<b>Total Funding (Stipend &amp; Waiver Offer)</b>	One Semester 3/8-FTE, One Semester 1/2-FTE
<b>Will program start before Summer Semester</b>	no
<b>Student: I-20 Expenses</b>	\$ 26,319
<b>Amount: to show on bank statement</b>	\$ 3,701



Please complete this form for each student who will receive funding from your department and return it, along with a copy of the offer letter, to "International Affairs - 103 Norwood Hall". The blanks that will need information entered are highlighted in green. Please note that some cells contain a small red triangle in the upper right corner. Move your mouse over these cells, and a comment box with additional information and/or instructions will appear. If you have any questions on the usage of this form, please contact International Affairs at 4208.

**Name and Phone Number of Department Contact**

**Student's Name (Last, First)**

**Student ID**

**I-20 Form Mailing Instructions (place "X" in green box)**

To be picked up and mailed by the department	<input type="checkbox"/>
Mailed by International Affairs via Regular Mail	<input type="checkbox"/>
Mailed by International Affairs via FedEx (*please provide acct # below)	<input type="checkbox"/>
Other (Please enter other method directly in this field)	<input type="checkbox"/>
<i>applicable: Provide FedEx account to charge for shipment:</i>	

	Summer 2008 & 2009		Fall 2008		Winter 2009	
<b>Expenses</b>						
Total Educational Fees Non-Resident Graduate	\$ 2,629.17		\$ 7,887.50		\$ 7,887.50	
Room & Board	\$ 1,615.00		\$ 3,230.00		\$ 3,230.00	
Books/Supplies	\$ 225.00		\$ 450.00		\$ 450.00	
Personal Needs	\$ 586.50		\$ 1,173.00		\$ 1,173.00	
Health Insurance	\$ 163.00		\$ 420.00		\$ 418.00	
<b>Total Expenses</b>	\$ 5,224.67		\$ 13,160.50		\$ 13,158.50	
<b>Support</b>						
<b>Stipend Support</b>	offered for SS2008?	<input type="checkbox"/>	offered for FS2008?	<input checked="" type="checkbox"/>	offered for WS2009?	<input checked="" type="checkbox"/>
Base Pay (Monthly Stipend at 100%)	\$ -		\$ 3,700.00		\$ 3,700.00	
% Support from Department	0%		37%	37.0%	50%	50.0%
Factor (Multiplier for Specific Semester)			4.47619		4.52381	
Monthly Income	\$ -		\$ 1,363.00		\$ 1,850.00	
<b>Total Stipend Income</b>	\$ -		\$ 6,127.90		\$ 8,369.05	
<b>Fee Support</b>						
Out of state fee waiver (9 hours)	\$ 1,417.50	<input checked="" type="checkbox"/>	\$ 4,252.50	<input checked="" type="checkbox"/>	\$ 4,252.50	<input checked="" type="checkbox"/>
Credit for 3 hrs educational fees over 6 hrs (in-State rate)	\$ -	N/A	\$ 836.10	<input checked="" type="checkbox"/>	\$ 836.10	<input checked="" type="checkbox"/>
Health Insurance (source: Broker quote)	\$ -	\$0.00	\$ -	\$0.00	\$ -	
<b>Total Fee Support</b>	\$ 1,417.50		\$ 5,148.60		\$ 5,148.60	
<b>Additional Support Offered by Department:</b>						
Enter amount of additional funding here	0.00		0.00		0.00	
Enter explanation of additional funding here	no		no		no	
<b>Total Additional Support Offered</b>	\$ -	Is Not Offered	\$ -	Is Not Offered	\$ -	Is Not Offered
<b>Total Fee, Stipend, and Additional Support</b>	\$ -	Is Not Offered	\$ 11,276.50		\$ 13,517.65	

<b>Total Funding (Stipend &amp; Waivers Offered to Student)</b>	\$ 24,794	for the student's 9 month I-20
<b>Will program start before Summer Semester</b>	<input checked="" type="checkbox"/>	no
<b>Student I-20 Expenses</b>	\$ 26,319	
<b>Amount to show on bank statement</b>	\$ 1,525	





Please complete this form for each student who will receive funding from your department and return it, along with a copy of the offer letter, to "International Affairs - 103 Norwood Hall". The blanks that will need information entered are highlighted in green. Please note that some cells contain a small red triangle in the upper right corner. Move your mouse over these cells, and a comment box with additional information and/or instructions will appear. If you have any questions on the usage of this form, please contact International Affairs at 4208.

Name and Phone Number of Department Contact

Student's Name (Last, First)

Student ID

**I-20 Form Mailing Instructions (place "X" in green box)**

To be picked up and mailed by the department  
 Mailed by International Affairs via Regular Mail  
 Mailed by International Affairs via FedEx (\*please provide acct # below)  
 Other (Please enter other method directly in this field)

*applicable: Provide FedEx account to charge for shipment:*

	Summer 2008 & 2009		Fall 2008		Winter 2009	
<b>Expenses</b>						
Total Educational Fees Non-Resident Graduate	\$ 2,629.17		\$ 7,887.50		\$ 7,887.50	
Room & Board	\$ 1,615.00		\$ 3,230.00		\$ 3,230.00	
Books/Supplies	\$ 225.00		\$ 450.00		\$ 450.00	
Personal Needs	\$ 586.50		\$ 1,173.00		\$ 1,173.00	
Health Insurance	\$ 169.00		\$ 420.00		\$ 418.00	
<b>Total Expenses</b>	<b>\$ 5,224.67</b>		<b>\$ 13,160.50</b>		<b>\$ 13,158.50</b>	
<b>Support</b>						
<b>Stipend Support</b>	offered for SS2008?	no	offered for FS2008?	yes	offered for WS2009?	yes
Base Pay (Monthly Stipend at 100%)	\$ -		\$ 3,700.00		\$ 3,700.00	
% Support from Department:	0%		50%	50.0%	50%	50.0%
Factor (Multiplier for Specific Semester)			4.47619		4.52381	
Monthly Income	\$ -		\$ 1,850.00		\$ 1,850.00	
<b>Total Stipend Income</b>	<b>\$ -</b>		<b>\$ 8,280.95</b>		<b>\$ 8,369.05</b>	
<b>Fee Support</b>						
Out-of-state fee waiver (9 hours)	\$ 1,417.50	no	\$ 4,252.50	yes	\$ 4,252.50	yes
Credit for 3 hrs educational fees over 6 hrs (in-State rate)	\$ -	N/A	\$ 896.10	yes	\$ 896.10	yes
Health Insurance (source: Broker quote)	\$ -	\$0.00	\$ -	\$0.00	\$ -	
<b>Total Fee Support</b>	<b>\$ 1,417.50</b>		<b>\$ 5,148.60</b>		<b>\$ 5,148.60</b>	
<b>Additional Support Offered by Department:</b>						
Enter amount of additional funding here	0.00		0.00		0.00	
Enter explanation of additional funding here	no		no		no	
<b>Total Additional Support Offered</b>	<b>\$ -</b>	Is Not Offered	<b>\$ -</b>	Is Not Offered	<b>\$ -</b>	Is Not Offered
<b>Total Fee, Stipend, and Additional Support</b>	<b>\$ -</b>	Is Not Offered	<b>\$ 13,429.55</b>		<b>\$ 13,517.65</b>	

Total Funding (Stipend & Waivers Offered to Student)	\$ 26,947 for the student's 9 month I-20
Will program start before Summer Semester	no
Student I-20 Expenses	\$ 26,319
Amount to show on bank statement	Bank Statement Not Required

Figure F.3 I-20 Analysis for a 9 mo Appointment, Both Semesters 1/2-FTE

## Appendix G – Graduate Student Survey

This survey is intended to gather data that can be used to determine the cost of living expenses for an international student at Missouri S&T. This might help International Affairs Office reduce the cost of living expenses stated as needing to be covered in 'financial statement' that needs to be submitted by a student.

**1. What is your monthly apartment/house rent? Note: If you are sharing an apartment, only mention your share of the rent.**

- \$100 - \$200
- \$201 - \$300
- \$301 - \$400
- \$401 - \$500
- Other (Please specify in comments field)

**2. What is your monthly premium for Renter's insurance?**

- NA
- Under \$100
- \$101 - \$200
- Other (Please specify in comment's field)

**3. What is your average monthly utilities cost? Note: Only mention your share of the utilities.**

- Under \$100
- \$101 - \$200
- \$201 - \$300
- \$301 - \$400
- Other

**4. What is your monthly average cost for heating fuel, if any?**

- 
- NA \$50 Other (please specify in
- comment's field)

**5. What is your monthly average cost for cell and landline phone?**

- Under \$50
- \$51 - \$100

- \$101 - \$150
- Other

**6. What is your monthly average cost for cable service?**

- I do not use cable
- Included in others utilities
- Under \$50
- Other (Please specify in comments field)

**7. What is your monthly average cost for internet service?**

- I do not have an internet at my apartment
- Under \$50
- \$51 - \$100
- \$101 - \$150
- Other

**8. What is your monthly average cost for any other type of expense related to housing? (Please specify type of expense.)**

- Under \$50
- \$51 - \$100
- \$101 - \$150
- 
- \$151 - \$250 Other

(please specify)

**9. Do you live on campus or off campus? If you live off campus, please respond to the following question.**

**What is your monthly average cost for food consumed at home away from home?**

- I live on-campus
- Under \$100
- \$101 - \$200
- \$201- \$300
- \$301 - \$400
- Other

**10. If you have any suggestions as to how living expenses can be reduced, please share them.**

Table H.2 – Graduate Student Survey Results – Comments  
**Appendix H – Results from Graduate Student Survey**

Table H.1 – Graduate Student Survey Results – Raw Data

Survey Results - Cost of Living		
Number of students who participated in the survey	196	
Category	Amount	percentage of students spending the amount
Monthly apartment rent	\$100-\$200	42
	\$201-\$300	25
	\$301-\$400	19
	\$401-\$500	7
	Other	7
Renter's insurance	NA	79
	Under \$100	14
	\$101-\$200	2
	Other	5
Monthly Utilities	Under \$100	53
	\$101-\$200	37
	\$201-\$300	3.5
	\$301-\$400	1
	Other	5.5
Heating Fuel	NA	62
	Under \$50	29
	Other	9
Cell phone and landline phone	Under \$50	57
	\$51-\$100	37
	\$101-\$150	3
	Other	3
Cable service	Do not use cable	61
	Included in utilities	13
	Under \$50	17
	Other	9
Internet service	Under \$50	11
	\$51-\$100	75
	\$101-\$150	8
	Other	6
Other housing related expenses	Under \$50	58
	\$51-\$100	15
	\$101-\$150	6
	\$151-\$250	3
	Other	6
Monthly cost for food	Live on campus	3
	Under \$100	16
	\$101-\$200	45
	\$201-\$300	27
	\$301-\$400	8
	Other	1



**Table H.2 – Graduate Student Survey Results – Comments**

1	Other expenses to be considered should be related to auto, health, dental insurances for families are a huge financial burden also.	7	if they can reduce the I-20 financial statement from 26,350 \$ to 20,000 that would be more reasonable for students who take care of themselves in this economic crisis. Thanks alot
2	The salary I get every month merely cover my living expenses because I need to pay for the in-state tuition and the insurance by myself. The money showed on the I-20 form is not the real money I get finally. Reducing salary is terrible for international students since the salary we get is already much lower than other school.	8	Rent is the largest part of expense. Sadly, the apartment leasing market in Rolla is under the monopoly of Investment Realty. Investment Realty has been having much fun bullying international students.
3	1. Development of economy housing residencies for students instead of giving business to Investment Realty. Sometimes IR is milking International students by using the term "close to campus". 2. The University can run a shuttle service in and around Rolla for low fares as most of the international students don't have cars.	9	Rent directly from property owner, as Investment Realty (and others) increase rent with "management fees."
4	University supported housing in budget prices without required food plan and reduced utilities cost would resolve the problem.	10	If some utilities like internet can be provided by the university at reduced costs, that would help.
5	Investment realty is ripping us off because of the ease of location of their apartments....the rent should be much lower than it is at present.	11	Textbooks cost a lot and there are only one copy of them in the library (if there is a copy of the used edition).
6	Room rents for the housings near univ (within 300m radius) are almost double than those away from the univ campus (>300m). If some sort of cheap, local transport service can be provided near University campus, then it will help us a lot in cutting down our expenses on housing. Holds true for most of the Indian students atleast!	12	if they dont charge us with taxes
		13	Reducing the cost of on campus apartments while increasing the availability of it.Giving coverage of wireless internet to all students.
		14	Car insurance, Health insurance, gas, and most importantly the tuitions. What we should do is to figure out how could it be possible to get more paid, instead of showing a reduced cost of living in order to prove that we can survive with such a low salary.
		15	University could extend the range of wireless internet
		16	well, increase the payment would be great...
		17	If library hours can be extended, I can use internet there for longer hours and that would save me some money.

Table H.3 – Calculation of Average Room & Board and Living Expense Values Based On Survey Results

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