

Viterbi Admission and Student Engagement (VASE)

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*Admission and
Student Engagement*

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
- Support PhD Admissions
- First Semester Advisement for undergraduate students
- **DEI for students including Center for Engineering Diversity**
- **Student Wellness Initiatives**
- **Student engagement programs – Engage SC/Experience Viterbi**
- 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



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Viterbi Admission and Student Engagement | VASE 2.0

80% complete

- Audience Specific
- All Students
- Focus and/or New

Senior Associate Dean
Kelly Goulis

Endowed Funds & Data
Matthew O'Pray
Endowed funds management for the VSoE
Manages data reporting
Liaison with Advancement, Financial Aid and VBA

UG Admissions
Lead: Paul Ledesma
AHN Recruitment/Conversion
UG Recruitment
UG Conversion
Transfer
Coordinate with USC Admission

Graduate Admission
Lead: Cami Lee
Graduate Recruitment
Graduate Admission
PDP
Salesforce

Academic Services and Programs
Lead: Steve Schrader
Academic Services and programs for all students
DEI
Wellness
Viterbi Study Abroad
Undergraduate Research
Student Advisor Training and Development
Academic Integrity
Retention & Tracking
UG and PhD Orientation

Student Engagement & Programs
Lead: Nora Sandoval
Engagement for all students
EngageSC
Service Learning
Leadership Development
Women and Engineering
Student Orgs/Teams
MS Orientation
Programs and Signature Events

Corporate Engagement & Professional Programs
Lead: Candace Teixeira
Corporate and Professional Strategy
Career Connections
'DEN@Viterbi,
Military & Veterans
Corporate Recruitment/Conversion
Aviation Safety
Executive Education

Army Futures Command - AI
Special Programs (e.g. India)

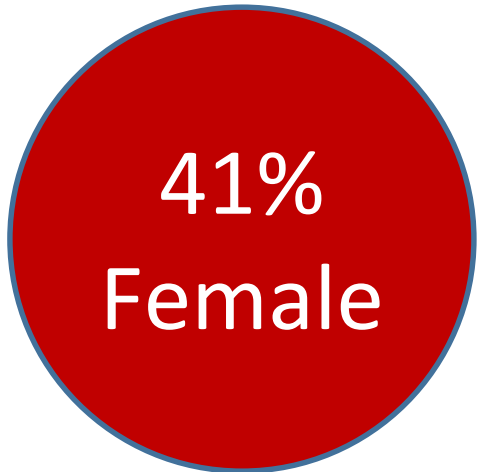
Business Affairs
Lead: Susanna Sahakian
All financial transactions – VASE support

Front Desks
Office Management,
Scholarship and Fellowship processing
Policies
Compliance

Student Population (Fall 2022)

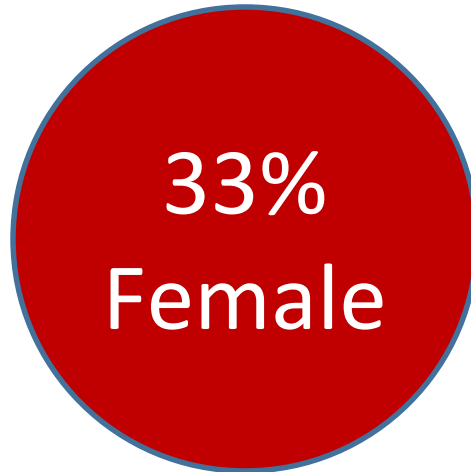
3,074

Undergraduate
Students



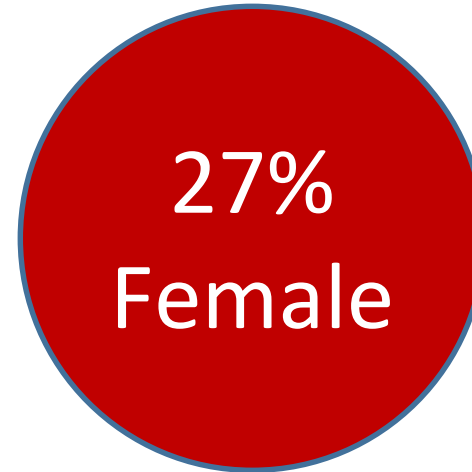
6,040

Masters
Students



1,114

Doctoral
Students



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Undergraduate Student Programs

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



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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

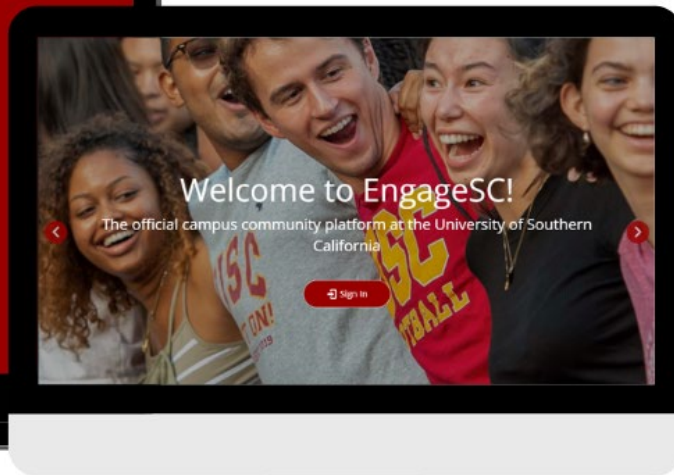


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EngageSC - Experience USC Viterbi



An essential student app for information and resources to get **connected**, get **involved**, and get **support**!



- ✓ Available on all devices
- ✓ Accessible to all USC students, staff, faculty, guests & affiliates

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 – (Merit and CURVE)



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Master's Admissions & Academic Services

Oversee all recruitment & admission (60+ MS)

- Work with the Dean and departments to set enrollment targets
- Design, deliver and launch all MS recruitment activities
- File review based on department criteria
- Primary contact with the university partners on MS admissions

Primary point of contact for all international student matters (Visa, CPT etc)

Manage all academic progress, probation and data for MS students



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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.

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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)



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