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|  | Staff Professional Development Proposal  December 15, 2022 |  |  |
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|  | Dear Evergreen Budget Office,  Thank you for the opportunity to submit a proposal for the Staff Professional Development Fund. In the Master of Environmental Studies program, we have identified the importance of attending the National Association for Graduate Admissions Professionals’ (NAGAP) upcoming Graduate Enrollment Management (GEM) Summit, from April 12 to 15, 2023. The GEM summit is the largest gathering of graduate enrollment professionals in the United States and will host Educational Administrators, Faculty, Student Affairs Professionals, Deans and Assistant Deans, and Enrollment Management Decision-Makers. The focus of the summit is to discuss current challenges in graduate admissions and enrollment and hear from colleagues about the strategies they have implemented.  Since the pandemic, the Master of Environmental Studies Program has strived to maintain enrollment numbers for each cohort in a dynamic recruitment environment. Our outreach and communication strategies quickly pivoted from fully in-person to fully remote during the pandemic and have now transitioned to a hybrid model. Similarly, as our recruitment modalities have changed, so too have our classroom environments where we predominantly operate with a hybrid model. Our primary focus is on the accessibility and inclusiveness of our admissions process and classroom environments so that students are consistently successful in earning their MES degrees. Although we have seen an uptick in our entering cohort size from last year, we continuously look for ways to adaptively manage our recruitment strategies to meet prospective students where they’re at and eliminate barriers for students to set them up for success during their time in the program. We see this summit as an excellent opportunity to help fulfill these goals by engaging with colleagues focused on graduate enrollment management from recruitment to retention and graduation and learn about diversity, equity, and inclusion initiatives, to inform how we manage our own graduate program.  Please find below an itemized list of expenses necessary to attend the GEM Summit next spring with screenshots illustrating current prices based on internet searches. Please also feel free to reach out to me with any questions you may have about this proposal.  Diagram  Description automatically generated with medium confidenceAll the best,  Averi Azar, MES  Assistant Director, Master of Environmental Studies   |  |  | | --- | --- | | Item | Cost | | Airfare | $498 Roundtrip from SeaTac to JFK | | Hotel for 3 nights | $900 at Marriott (Location of Summit) | | Summit Registration Fee for NAGAP Member | $535 | | Per diem for 4 days | $316 | |  |  | | Total Expenses | $2,249 | |  |  | | |  |