

<b>Meeting Date</b>	August 27, 2012	<b>Time</b>	3:00-4:30 p.m.
<b>Meeting Location</b>	NHE 106		

	<b>Agenda Topic</b>	<b>Action Planned</b>	<b>Action Taken</b>
1	Approval of Notes		Approved notes from 5/7/12
2	Priorities for Graduate Council	<p>Discuss Graduate Council DRAFT priorities for 12/13 AY; determine action plan for addressing priorities</p> <ol style="list-style-type: none"> <li>1. Implement and document assessment of student learning outcomes for graduate programs.</li> <li>2. Electronic Thesis Submission - Determine options for theses and project submission in the absence of an approved binding fee.</li> <li>3. Identify next actions to prepare for paperless applications (recommendation from last spring attached).</li> <li>4. Analyze enrollment trends in graduate programs and implement recruitment strategies and resources.</li> <li>5. Improve compliance with requirements and timely completion of degrees.</li> </ol>	<ol style="list-style-type: none"> <li>1. Graduate programs are to implement and document assessment of student learning outcomes similar to the process that undergraduate programs are utilizing.</li> <li>2. Jená proposed creation of a small group to research best options. Volunteers: Candace Van Patten, Ed Nuhfer, Joan Berman, Michael Mesler and Rock Braithwaite.</li> <li>3. Jená will bring deadlines to the 8/30/12 Council of Chairs Meeting. Dates can now be published. Jená and Steve will organize groups to develop templates for recommendations.</li> <li>4. IRP has very current information on student progress in each program, and we will send to programs and deans within the next couple of weeks.</li> <li>5. Jená asked for creation of timelines and milestone requirements – perhaps in policy form.</li> </ol>
3	Assessment	Introduce Ed Nuhfer, Director of Educational Effectiveness	Brief welcome and introduction.
4	Graduate Fairs	Discuss graduate school fairs	Two KRA faculty members attended fairs at Cal State LA and CSULB recently and were able to speak with many interested students – programs should contact their deans to see if support for travel to the fairs is available.
5	Announcements	<p>Graduate Council member needed on ICC.</p> <p>Student representative needed on Graduate Council AY 2012/13.</p>	<p>Carol Telesky (MBA program coordinator) offered to serve on the ICC.</p> <p>Discussion about allowing multiple students from same college to serve as representatives. Currently both students serving are from AHSS and a third from the same is interested; coordinators from CPS will forward any nominations to Emiliano Ayala and coordinators from CNRS will forward nominations to their college office.</p> <p>New announcement:          Jená noted that the deadline for Summer thesis submission has been moved to July 25<sup>th</sup> beginning 12/13 AY. Jená encouraged programs to consider not allowing summer graduation, and to authorize a thesis/project submission for summer graduation <b>only</b> when it is certain that all faculty involved will be available to provide signatures in a timely way.</p>