

## Graduate Council

### MEETING NOTES

<b>Meeting Date</b>	December 2, 2013	<b>Time</b>	3:00-4:30 p.m.
<b>Meeting Location</b>	NHE 106		
<b>Meeting Participants</b>	Mark Baker, Rock Braithwaite, Barbara Cline, Pat Comella, Angela Davis, Leana Edwards, Mary Glenn, Nikola Hobbel, Jyll Jackson, Amber Kees, Steve Ladwig, Josh Meisel, Michael Metz, Alison O'Dowd, Scott Paynton, David Sleeth-Keppler, Randi Swedenburg, Liz Weaver, Michael Yellow-Bird		

	Agenda Topic	Action Planned	Action Taken
1	Approval of Notes		Approved notes from 11/4/13
2	Limits on Graduate Tuition Waivers	Continue discussion regarding limits on GA/TA waivers: considering the same unit limit as SUG and restricting to FT students (as we did pre-2010)	Discussion – Jená will define criteria for GA/TA Waiver limits and send to GC before the February meeting.
3	Chancellor's Pre-Doctoral Program	Identify ways to increase number of applications from HSU.	Discussion regarding methods of delivering Pre-Doctoral Program information to faculty and encourage them to distribute to students to prompt students to apply for this scholarship. 2014/15 Scholarship pamphlets were sent to all graduate programs via campus mail on December 1 <sup>st</sup> . Our internal HSU deadline is <b>February 14, 2014</b> for more information visit our website; <a href="http://www.humboldt.edu/gradprograms/scholarships">http://www.humboldt.edu/gradprograms/scholarships</a>
4	Graduate Recruiting	Suggest options to explore for increasing external admissions	Discussion on ways to improve graduate recruitment practices. Some suggestions are; designing department webpages to highlight student/faculty accomplishments and ongoing research, call and email highly qualified students on a set schedule, attend conferences and fairs to spread the word about your program, assure timely responses with inquiries from prospective students, leverage contacts with other people at other universities; and lastly, discourage dependence on HSU undergrads
5	News & Announcements:	<p>Kacie Flynn will share information regarding the McCrone Fellowship Award</p> <p>Fall 2013 Graduate Deadlines:            Tuesday, December 10, deadline to submit final version of thesis or project &amp; approval form with original signatures to graduate studies.</p>	<p>New Announcement:            Fall Graduate Reception December 12, 4:00 pm -5:30 pm. Great Hall (above College Creek Marketplace)</p>

		<p>Tentative GC meeting dates for spring semester: * Please note – No January meeting February 3 March 3 April 7 May 5 Application comparison update</p>	