

Graduate Council MEETING NOTES

Meeting Date	May 4, 2015	Time	3:00-4:30 p.m.
Meeting Location	NHE 106		
Meeting Participants	Mark Baker, Rock Braithwaite, Angela Davis, Yvonne Everett, Christian Guillen, Eric Jules, Ana Marvilla, Michael Mesler, Lisa Miller, Karla Ochoa, Marissa O'Neil, Scott Paynton, David Sleeth-Keppler, Lorraine Taggart, Janae Teal, Laura Weare, Liz Weaver, Meredith Williams, Janet Winston, George Wrenn, Rick Zechman		

	Agenda Topic	Action Planned	Action Taken
1	Approval of Notes		Approval of notes from 3/2/15
2	Final due date for theses/projects	Explain the deadline.	<p>Deadline to submit the final version of thesis or project and approval form with original signatures for spring graduation is May 11.</p> <p>Deadline to submit the final version of thesis or project and approval form with original signatures for summer graduation is Friday, July 25. If programs anticipate summer thesis or project defense and/or submission please notify the Graduate Studies Office.</p>
3	Sarah Fay Phillips/Library - Library and Campus Services Boot Camp		The HSU Library will host a Graduate Student Orientation Library and Campus Services Boot Camp on August 20 th for all Graduate Students, focusing on new Graduate Students.
4	Graduate Dean Meeting		Jená shared information from the April 2 nd meeting.
5	Diversity Graduate Fair	Meredith Williams and Janae Teal have information to share with the group after attending the Diversity Grad Fair held at Sonoma State on April 18 th .	Meredith and Janae shared information and made recommendations for future recruitment fairs that could potentially increase visibility of the grad programs at HSU and the quality and quantity of applicants in each of the programs. Next fall we hope to hire a graduate recruiter to market our programs that will target prospective students that are most likely to be recruited and retained in a way that is cost efficient.
6	Problems with thesis format reviews and final submissions.	Discuss, answer any questions.	<p>Discussed some of the issues the Graduate Studies Office encountered with spring theses/project submissions which included:</p> <ul style="list-style-type: none"> *Students had not advanced to candidacy *Titles on thesis and approval form did not match *Students submitted several versions of their thesis/project *Final submission sent in for help with formatting on the last day to submit final document * Students asking for help with formatting on the last day to submit final document * Approval form signed before thesis was written <p>The Graduate Studies will revisit the automated thesis project approval proposal and current process options. The working group will provide an update to GC next fall.</p>
7	Important Deadlines: Spring 2015 Graduation Deadlines: Monday, May 11, 2015 deadline to submit final version of thesis or		Announcements: Six HSU students participated in the CSU Student Research Competition held at CSU San Bernardino in May 2015. Five HSU students took home awards- 3 1 st Place and two 2 nd Place received Outstanding Scholar awards.

	<p>project and approval form with original signatures.</p> <p>Summer 2015 Graduation Deadlines: Wednesday, July 15, 2015 deadline for required format review.</p> <p>Monday, July 27, 2015 deadline to submit final version of thesis or project and approval form with original signatures.</p> <p>Reminder: The Chancellor's Doctoral Incentive Program – encourage students to apply. The application and information for the 2016/17 A/Y will be posted to the Graduate Studies website in August.</p>		<p>Additional information can be found on the Office of Research, Economic & Community Development website.</p> <p>We will have several new faces joining us at the Graduate Council meetings next fall, as there are several new Graduate Coordinators for the 15/16 AY.</p> <p>The California Pre-Doctoral Program awards funds to a limited amount of juniors, seniors and graduate students in the CSU system. Please encourage faculty to consider identifying and sponsoring promising upper-division undergraduate or master's degree students to the CDIP. More information will be posted on the Graduate Studies website in August.</p>