

Graduate Council
 MEETING NOTES

Meeting Date	November 4, 2013	Time	3:00-4:30 p.m.
Meeting Location	NHE 106		
Meeting Participants	Mark Baker, Rock Braithwaite, Pat Comella, Angela Davis, Chris Dugaw, Leana Edwards, Mary Glenn, Christian Guillen, Nikola Hobbel, Jyll Jackson, Amber Kees, Steve Ladwig, Megan Mefford, Josh Meisel, Alison O’Dowd, Scott Paynton, David Sleeth-Keppler, Liz Weaver, Cynthia Werner, Michael Yellowbird, Rick Zechman		

	Agenda Topic	Action Planned	Action Taken
1	Approval of Notes		Approval of notes from 10/7/13
2	Nolij update – Steve Ladwig &/or Cynthia Werner / Graduate Admissions		Update from Steve – NOLIJ permissions have been assigned to all faculty and graduate coordinators, & a Business Process Guide for using NOLIJ has been distributed. Steve reminded folks to be aware of potential security risk associated with how documents are viewed. In-person trainings will be provided for anyone interested – contact Cynthia or Steve.
3	International Programs Time Certain: 3:15 pm Megan Mefford	Introduce Megan; provide information and answer questions regarding International Programs for grad students.	Discussion regarding International Program recruitment procedures for International grad students. Most important point: contact the Center for International Programs with any questions about international students, and remind students that the Center is their point of contact for the University.
4	Graduate Program Fair update -	Debrief- Graduate Program Fair held on 10/23. Discuss possible ways to proceed if we hold another fair.	Recommendation for future graduate fair would be to combine with the career fair and/or in a location that would catch more “through-flow” students.
5	Proposed changes to title 5 regulations on graduate degree programs	Discuss; provide feedback to share with other grad deans and the CO	Discussion regarding proposed changes to title 5 regulations – Please send feedback to Jená.
6	Limits on Graduate Assistantships/Teaching Associateships	Continue discussion regarding restricting the number of semesters students may receive GA/TA waivers	Discussion to be continued at next GC meeting.
7	Graduate Program web page consistency	Discuss consistency among Grad Programs websites for HSU	Discussion regarding consistency among Graduate Program websites. Graduate Studies will discuss options with Marcom and share information at a future meeting.
8	News & Announcements:	Trione Graduate Scholarship	No new announcements

		<p>Faculty Honoree application deadline 5 pm November 8.</p> <p>Fall 2013 Graduation Deadlines: Monday, December 2, Deadline for required format review</p> <p>Tuesday, December 10, deadline to submit final version of thesis or project & approval form with original signature to graduate</p>	
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