

## Graduate Council MEETING NOTES

<b>Meeting Date</b>	October 1, 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 9/10/12
2	Update about CSU Mentor electronic letters of recommendation	Address any questions.	Discussion on implementation of CSU Mentor electronic letters of recommendation; go live date - October 1 <sup>st</sup> .
3	Electronic thesis	1. Forward to Academic Policies an amendment to the recently-approved policy on culminating experiences. Identify some of the issues to be addressed in implementing the new procedures.	<p>Forwarded amendment requiring only digital submission of all projects and thesis to Academic Policies Committee, requesting a December 2012 implementation date.</p> <p>Note: we will be allowed to charge the binding fee during this academic year; we will continue to require bound theses and projects until the electronic submission policy amendment is approved by the University Senate and the president.</p> <p>Issues identified include:</p> <ul style="list-style-type: none"> <li>■ The need to require format review (rather than leaving it as optional), due to the public nature of posting.</li> <li>■ The need to develop a clear procedure and timeline.</li> <li>■ The need to provide a list of binding vendors for students wishing to purchase a paper copy of their thesis/project for personal use.</li> </ul>
4	Fall semester Meet and Greet Pizza Party	Decide on a timeslot between 1 pm and 6 pm that will work best for the most students.	<p>Consensus of Graduate Council was to have the Fall semester Meet and Greet Pizza Party on a Friday at 3:p.m. We were skeptical that students would attend on a Friday afternoon, especially since we only had 17 RSVP's; however, the party was very well attended and happily received by over 60 graduate students.</p> <p>The pizza, cookies and two Kindle Fire door prizes were a big hit!</p>