

CAL POLY HUMBOLDT

Graduate Council Meeting Notes

October 3, 2022 | 3:00 PM - 4:30 PM

	Agenda Topic	Action Planned	Notes
1	Overview of meeting Goals/Agenda	Addressing topics of Concern Raised at Last Meeting <ul style="list-style-type: none"> • Report outs <ul style="list-style-type: none"> o Fortifying Graduate Programs o Bolstering Recruitment o Thesis Support o Review of New Canvas Course o Creating an Inclusive Culture <ul style="list-style-type: none"> • Sign Up for AY'22/23 Working Groups 	<ul style="list-style-type: none"> • Discussed future meeting structure– have working groups present their ideas and progress. • Call for creativity to work towards more support & priority for Graduate Programs within University.
2	Fortifying Graduate Programs	Working with the college deans to fortify the graduate programs.	<ul style="list-style-type: none"> • Program Coordinators need to be going to their academic deans for more financial support & resources dedicated to their programs. • Would be a good idea to have regular meetings with their academic deans.
3	Graduate Admissions Recruitment Update Peter Martinez	Graduate Program Recruitment	<ul style="list-style-type: none"> • Marcom is close to the first phase of redesign. • Fact sheets will be sent out to each program for edits & updates. • Discussed a potential application fee refund for

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			students who are accepted & admitted into programs.
4	Library Support of Student Thesis Projects Kyle Morgan	Discuss current levels of support and opportunities for growth	<ul style="list-style-type: none"> • Graduate Studies will host a thesis support/workshop event with Library staff on Nov. 16, from 11-1. • Kyle is open and happy to be a valuable resource to students earlier in their writing/formatting process.
5	Canvas Course for Faculty Graduate Coordinators & Administrative Support	Review the current state of the Canvas course, answer questions and solicit volunteers to participate in its review	<ul style="list-style-type: none"> • Graduate Studies along with Sue Armitage are in the process of creating a canvas course. We will be adding a few volunteers to review its content soon before publishing it for all. • If you have any specific request for content please email hsugrad@humboldt.edu

Upcoming

Graduate Council Meeting | Monday, November 7th, 3 - 4 PM | Virtual

- The Zoom link and agenda will be shared closer to the date. You can find previous agendas and meeting notes in the shared drive [here](#).

Thesis Peer Review Workshop | Wed, November 16th, 11 - 1 PM | Fishbowl (LIB 209)

- Graduate Students will have the chance to bring their thesis or any academic work that they would like feedback on. This will be a peer review workshop with a formatting presentation from Kyle Morgan. Library staff will be available throughout the event for questions. Refreshments will be provided. **Please share with your students and stop by to offer support if available.**

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Deadlines & Announcements

October 24th

- Fall 2022 Withdrawal deadline (with refund) - Last day to request permission to **WITHDRAW from fall semester** and be eligible to receive a prorated refund of fees, less \$27.00 administrative charge. Permission to withdraw and documentation of a serious and compelling reason are required. *[After this date students are not eligible for a refund of fees.]*

October 31st

- Fall 2022 Withdrawal deadline - Last day to **WITHDRAW from fall semester** (no refund). Permission to withdraw and documentation of a serious and compelling reason are required. There is a \$20 per course charge, plus \$27.00 administrative charge if withdrawing from all courses. After this date, withdrawal is not allowed, except for catastrophic reasons.

December 13th

- Fall Graduation! Save the date for our Fall Graduation ceremony. More details will be available soon on the commencement website:
<https://commencement.humboldt.edu/>

December 21st

- Complete a [Graduation Date Change Request](#) webform if you need to postpone your Fall 2022 graduation date. After this date, an additional fee will apply. You can find information about current student fee rates at [Tuition & Fees](#).

January 31st

- 2023 CSU Student Research Competition – The CSU Student Research Competition is now open. Students must submit a written summary of their research or creative presentations to the Office of Research by Tuesday, January 31, 2023. If selected, students will compete at San Diego State on April 28th and 29, 2023. Sponsored Programs will pay approved travel costs for each student selected to represent Humboldt in the statewide competition. \For the complete competition rules, [Click Here](#). If you have questions, please contact **Susan Brater** at (707) 845-8933 or sb64@humboldt.edu.