

Cal Poly Humboldt.

Graduate Council Meeting Agenda

March 4th, 2023

NHE 106 or via Zoom

	Agenda Topic	Action Planned
1	Welcome & Announcements	
2	Aolany Navas-Griggs Interim Director of Admissions	Slate Implementation Update
3	Carmen Bustos-Works Associate Vice President of Academic Programs & Amy Sprowles Faculty Associate Dean of Undergraduate and Graduate Programs	Graduate Task Force Update Task Force information (report outs from Thursday February 29th Working Group) plus an opportunity to hear Grad Council Members ideas for the next 5 years.

Deadlines & Announcements

March 10- Submissions for [the Patricia O. McConkey Outstanding Graduate Student](#) are due. These awards recognize the outstanding student graduating with a master's degree from each program. There will be multiple McConkey awards; each program may select one awardee. Students who will have completed a master's degree between May 2023 and May 2024 are eligible.

March 11 - Last day to change registered class grade option to CREDIT/NO CREDIT. Only one optional CR/NC course can be taken per term.

March 11-15 - SPRING BREAK

March 22 - The class schedule for Fall & Summer 2024 will be available online by noon.

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March 28 - Deadline: WITHDRAW (prorated refund*) – Last day to request permission to withdraw from the spring semester and be eligible for a prorated refund of less than \$20 per course and a \$27 administrative charge*. Permission to withdraw and documentation of a serious & compelling reason is required. A grade of “W” will be recorded for each course. After this date, students are not eligible for a refund of fees.

April 1 - Deadline: WITHDRAW (serious & compelling) – Last day to request permission to withdraw from one, some, or all courses. **Permission to withdraw and documentation of a serious & compelling reason is required.** A grade of “W” will be recorded for each course. (Not eligible for fee refund. There is a \$20 per course charge, (plus an additional \$27 administrative charge for withdrawal from all courses.) After this date, withdrawal is not allowed, except for catastrophic reasons.

April 2 - Students must file a FAFSA (Free Application for Federal Student Aid) no later than **April 2nd** for the 2024/2025. Please note, the priority deadline of **March 2nd** will be in effect for all future filling cycles.

April 15 - Deadline for Programs to forward the names of graduate **TAs and GAs** for the next academic year to the Graduate Studies Office through [this form](#).

The deadline to submit **GFWS** Proposals for the 2024-2025 Academic year through [this form](#).

Deadline to submit prospective students to receive a **Non-Resident Fee Waiver** through [this form](#).

April 22 - Deadline: Last day to request a master’s thesis or project format review.

May 6 - Deadline: Last day to submit final master’s thesis or project for Spring 2024 graduation.

May 11 - Spring 2024 Commencement Ceremonies.

May 15 - Deadline – Last day to change a Spring 2024 graduation date without a fee. Deadline for students to accept the Non-Resident Fee Waiver award and notify the Graduate Studies Office.