

Graduate Council Agenda

Date: Monday, October 13th

Time: 3-4pm

Location: NHE 106 and [Zoom](#). Meeting ID: 850 7866 9864, Passcode: 949023

1. Announcements/Upcoming Deadlines

- Graduate Analyst Position Update (Heather Madar) -interviews are underway, anticipate hire in November.
- Graduate Fellow position: Applications due October 20th (Heather Madar) - Up to 6 WTU's
- Thesis Submission Information (Kyle Morgan).
 - i. Will share information out with students.
 - ii. Grad Studies will also share in Graduate Student Canvas
- Thesis Titles for Commencement Program: Confirmations were submitted on October 10th (Betsy Rogers)
- Faculty, Student, and Alumni Nominations for the Fall 2025 Graduate Studies Newsletter: Deadline is October 15th. 13 faculty nominations so far, and 10 student Nominations. **Still need a student from CPS**. Newsletter on track to be published by mid-November. *Thank you for your nominations!* (Betsy Rogers)
 - i. **Student (or Alumni) Spotlight [Nomination form](#).**
 - ii. **Faculty Spotlight [Nomination form](#)**
- Graduate/Master's Commencement List: Review by October 22nd. Graduate commencement list will be sent out via email this week
- Sign up deadline for commencement is November 12th. A fully approved application for advancement to candidacy and graduation must be on file in order to be eligible to sign up for commencement. (Melissa Tafoya)
- Registration: Early registration for Spring 2026 begins November 10th. Graduate students planning to enroll in Graduate Continuous Enrollment can begin submitting their GCE Authorization form in Adobe Sign. Graduate students anticipating an educational leave for Spring 2026 can begin submitting the Graduate Educational Leave Agreement in Adobe Sign. Students who break enrollment without an approved educational leave agreement on file will be discontinued and are required to apply for readmission in order to re-enroll and graduate. (Melissa Tafoya)

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2. **Graduate Admissions:** Slate debrief, recruitment, waiting lists (Matthew Taxman and Chelsea Mooney, Associate Director).

[Slideshow Link](#)

- Slate CRM provides useful data about Applicants
 - i. 21.26% of graduate student **Applicants** from Cal Poly Humboldt, 4.21% from UC Davis, 2.63% from CSU Chico, 2.46 from CSU
 - ii. Most applicants from Humboldt County (27%) and 82% from CA. WA was the top feeder state for non-residents (11 applicants total).
 - iii. ***Individual Program Data is available in Slate reports to shape recruitment conversations.***
- What's Next–Future Opportunities
 - i. Personalized communications (transactions, welcome letters, broad AND program specific). Chelsea's team can set up, and Dept provides content to include.
 - ii. Queries - if you need assistance viewing, interpreting, etc..., ask Chelsea.
 - iii. Recruitment Opportunities - Share relevant events where you'd like recruiters present, or if faculty want to reach out to colleges, or visit, they can send a recruiter along.
 - iv. In-Progress Applications in Slate (can view these now). Overall permissions in Slate - reach out to Chelsea if unable to see applicant status as they move through the pipeline.
 - v. Potential for Waitlists
 - 1. No outright deny of competitive candidates . Talk to Chelsea if you'd like to implement this.

Question: What is the best way to get accurate messages to students with various deadlines, application materials, status of application, etc...? (Elena Padron)

- Potential Solution: **Chart/Google Doc with all graduate programs, and all deadlines, and what documents, transcripts, etc..are due at each deadline.** Work with Chelsea's team on program-specific communication campaigns with your specific deadline info.

Question: How does an inquiry or prospective student get into Slate, pre-application? (Mary Virnoche)

- Answer: Student can fill out an inquiry form, but can the Graduate Coordinators enter information about their prospective students.

Question: Noticed decreasing ability for International students to attend and fellowships - complexities with admitted students not getting visas granted, fellowships unfulfilled, etc... (Kevin F)

- Answer: **Invite Megan Mefford**, International Student Admissions and Advisor, to future Grad Council meeting about snapshot, overall situation affecting universities across the country

Request for Slate Refresher - get on the agenda for future, how to navigate.

Chelsea will look at permissions and reach out to each Coordinator to ensure you can review documents etc...

Cal State Apply - issues with priority deadline Display Dates and accuracy. Chelsea will double check all dates for each grad program.

3. **Thesis Publication Policy** (Samm Sanchez, Kyle Morgan)

Relevant Language from [Graduate Student Handbook](#):

Publication

A digital copy of the thesis or project must be archived with the University Library. Embargo (delayed release) for a period of 1-5 years to allow for publication may be requested by the student. If needed for publication purposes, a one-to-five-year embargo may be requested when appropriate. For example, a publisher may allow deposit of published articles into an institutional repository but may place an embargo of one or more years before the article may be made publicly accessible. Such a postprint may be deposited into Digital Commons @ Cal Poly Humboldt as required for the degree, but no access to the item would be allowed for a period of one year.

Samm Sanchez, Student Perspective: concerns about data mining from generative AI companies. Published work could put students at greater risk with political climate, targeted, or identity. Factor in concerns that students may have. If there is a requirement to publish, can there be a variation for students who don't feel comfortable with their research being made public. Requesting autonomy on who has access to my research. Did request a "variation" on how to submit, but was denied. Would like that to be an option for students.

Notes: There is a practice, and a Cal Poly Humboldt policy has not yet been located. How to proceed?

- In absence of a campus policy, could there be an opt-out protocol?
- In past, defaulted to the thesis as a form of scholarship and therefore published and public. Upon request, the library does take content down on a limited basis, for protection, political reasons, etc...
- **Library could set something up where students can request for their thesis not to be published with pros/cons to publication**

- Hard to get around AI data scraping issues without firewalls, permissions, etc...if it is public.
- In the past, library requested a physical copy of thesis. That would be accessible, but not in digital format.

Kyle Morgan can work on wording on Library website and run it by Graduate Council.

Request to keep a record of who opted out, in case we're looking for a publication in the future.

4. Spring Graduate Commencement (Provost Jenn Capps)

Graduate Student Specific Commencement Offering: Looking at Friday morning before Sat commencement for this pilot effort - likely including all three colleges for this first one, versus small event for each college.

Hooding at smaller ceremony AND be able to participate in larger, grander ceremonies. They would be hooded by the time they attended the larger Saturday ceremony.

Strong Interest from students.

Desire for faculty to hood their own students.

Looking for a more intimate, meaningful personal ceremony for grad students.

Will convene a group to discuss this specifically - **anyone from Grad Council interested?**

[Google Form](#): Use to provide suggestions for upcoming Grad Council meetings or to share a topic with the Interim Dean of Graduate Studies

Remaining Graduate Council Meetings for Fall:

November 10th

December 8th