

Graduate Council Agenda

Date: Monday, September 15th

Time: 3-4pm

Location: Fishbowl (Library 209) and [Zoom](#). ID: 87147111963 Passcode: 114336

1. Welcome and Introductions

2. Announcements

- Graduate Analyst Position Update
 - Terri Fisher retired in Summer 2025; Betsy Faber Rogers (CEE) will provide part-time support in Sept/Oct for Graduate Studies, with support of two student employees.
 - Current recruitment underway for full time analyst - goal to fill this fall.
 - Grad School Fair - September 30th, 10-2, Author's Hall (Library)
 - Career Center coordinating; Associate Deans will arrange tabling (one table for each college)
 - Graduate Continuous Enrollment (GTE) registration deadline has been moved to 9/30/25 for this semester. There will be no late fees for forms submitted by this date due to the Adobe issues.
 - Re-routing of Adobe Forms - if stuck with Terri's signature, have the student re-submit.
 - Ddv2@humboldt.edu Deserie Donae, CEE Registrar, -reach out with questions
 - Question about Advancement To Candidacy timing as it relates to GCE—ATC needs to be approved and on file for the student to meet one of the criteria for GCE eligibility. ATC happens first.
 - Topics for Upcoming Graduate Council Meetings: [Google Form for input](#)
 - Graduate Faculty Fellow opportunity
 - Up to 6 units, effective spring 2026
 - Capacity building and faculty attention for Graduate Programs
 - Heather will distribute more info via email
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3. GA/TA Fee Waivers, Non-Resident Fee Waivers and Changes to SUG (Peggy Metzger, Katie Kitchen, Amanda Parker)

- Information on waivers from Faculty Graduate Coordinator Canvas: [GA/TA Fee Waiver](#), [Non-Resident Fee Waiver](#), [EO 611](#) (GA/TA Fee Waiver), [EO 1082](#) (Non-Resident waiver)

- Canvas page graphic shows non-resident tuition guide (*Who needs access to Canvas? Heather will add you*)

Context: Waiver process became complicated this summer 2025. Staff turnover, changes to SUG, and student and coordinator emails/stress.

Goal: Devote some time to discuss waiver types and discuss our processes around them. Discuss policies and any changes from 2010 version.

Overview of Waiver types : Peggy Metzger

EO 611 - (GA/TA Fee Waiver)

EO 1082 - Non-resident waiver

- It's not money - it's a waiver. No tuition is coming into the university.
- Not a salary. The TA salary is part of the Dept budget.
- In the past, campus looked at #s of waivers (ex. 15 students). The number changes every year.
- In the past, a student got SUG OR waiver (not both). With changes to SUG, it put more pressure on waivers.
- Kacie Flynn in Sponsored Programs confirmed that GA/TA waivers are not available for grant funded students
- This year, there were last minute changes to SUG and many students lost eligibility.
- Number of waivers was 27 total for this year - Financial Aid (FA) used names/information that grad coordinators had put forward at time of deadline in 2025.

Eligibility:

NOT eligible for GA/TA Fee Waiver:

- Submitted FAFSA after March 2nd
- No FAFSA on file
- No remaining unmet need
- EFC (Expected Family Contribution) greater than \$20,000
- SUG recipient
- Reached Unit Cap for degree

YES - ELIGIBLE for GA/TA Fee Waiver:

- Submitted FAFSA by March 2nd
- Has unmet need
- EFC below \$20,000
- Under major Unit Cap, and meets other academic standards

Process:

- Grad coordinators/Depts submit names to Grad Studies for waivers and # of units waiver covers for the academic year.

- Grad Studies checks schedules and ensures units are relevant to the graduate program. FA has to wait for that confirmation before they can award.
- Grad Studies submitted their list to Financial aid. FA checks eligibility and sends a list back of who is eligible for waivers.
- FA then posts waivers to the accounts as a placeholder (coordinates GA/TA and Non-resident awarding)
- If the past, final decisions (ex. Limited Waiver units needed by multiple students) was made by Graduate Dean.

Ex. out of state grad student enrolled in 9 units – they pay campus tuition, campus fees, and 9 times out of state (which is 9 x \$400). The program may ask to waive 3 of those units.

Recommendation/Feedback/Suggestions

- Larger Budget Conversation: Departments cover TA salaries as part of their budget. In the future, consider base budget funding for graduate students based on campus needs - determine what this costs campus and cost/benefit analysis
- Process and Determining Who Gets the Waiver:
 - Criteria for determining which student gets fee waivers was opaque in the past– Recommend more transparent and objective process and procedures going forward
 - Factors of who gets the waiver – in the past, final decision was made by Graduate Dean. Heather recommends shared governance to make those decisions and a more equitable process in the future.
 - Timeline issues - Depts make decisions and when are those decisions communicated to grad studies and the students? Inequity in the process can come from aligning different Department processes and timelines.
 - Graduate Admissions and Support for Grad Students - how much is allocated to the programs, and when can that be communicated to students?

Internal Deadlines, Application Deadlines, and Financial Aid deadlines

- FA starts packaging aid in early March
- April 1 campus deadline for Depts to submit waiver requests
- Can be very tight for departments whose applications close March 15 for instance
- Grad Studies/FA review lists by mid-April
- Awards start to go out, there are waitlists for aid too.
- The last couple years, the FAFSA deadlines have also fluctuated and been pushed back into April and May, which complicated the process.
- When do students find out about SUG eligibility typically? March or April typically.
 - In 2025, big changes to SUG and students with certain SAI scores could not be packaged until later for continuing students AND new students

4. Graduate Graduation Ceremony

- Proceeding with Graduate-only ceremony for spring 2026. Discussion around various factors behind the decision and pros/cons of graduate-only focus.

Graduate Council Meeting Schedule for Fall:

October 13th

November 10th

December 8th