**Graduate Council Meeting Agenda**

September 12, 2022 3:00 pm – 4:00 pm

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|  | **Agenda Topic** | **Action Planned** |
| 1 | **Welcome/Introductions**  *Dr. Amy Sprowles*  Faculty Associate Dean of Undergraduate and Graduate Studies | **Welcome/Introductions**  Please come prepared to introduce yourself, state the program you coordinate, the number of years as coordinator, something you are inspired about that you’d like to share with this group and a challenge you’d like the Grad Council to address. |
| 2 | **Planning Our Year**  *Dr. Amy Sprowles* | Collectively develop a list of goals for the year. |
| 3 | Graduate Fundraising Campaign and Scholarship Opportunities  *Dr. Amy Sprowles* | In collaboration with the Alumni Office, we are excited to promote the fantastic work and research of our current students and alumni in an effort to raise money for scholarships. |
| **Next Meeting** | | |
| 4 | **Faculty Graduate Coordinator Training**  October 3rd GC Meeting  3:00 p.m. – 4:30 p.m.  Nelson Hall East 106 | Graduate Studies and our campus colleagues will provide training and resources to all Graduate Program Coordinators. The Graduate Coordinator role encompasses many duties and responsibilities, so it is essential that you receive the support and guidance needed in this role. |
| 5 | **Faculty No Host Social** Septentrio Winery  October 3rd | 5:30-7 pm | Tis the season to meet & mingle! Join us for our first annual, beginning of the academic year social, for faculty, and staff. Immediately following the October Graduate Council meeting. |

**Deadlines & Announcements**

**September 29th**

* Graduate Student Mixer | From 4-6pm | Founders Hall Courtyard - This is an opportunity for graduate students across programs to meet and mingle. Faculty are also encouraged to attend.

**October 17th**

* CR/NC Change Deadline - Only one optional CR/NC course can be taken per term. For instructions on how to change class grading mode see [Student Center Help](https://studentcenterhelp.humboldt.edu/)

**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](https://hsu-forms.humboldt.edu/webforms/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](https://studentfinancialservices.humboldt.edu/other-fees).