**Graduate Council Meeting Agenda**

 February 7, 2022 3:00 pm – 4:00pm

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|  | **Agenda Topic** | **Materials to Review** | **Action Planned** |
| 1 | Welcome/IntroductionsInterim V.P. Dr. Carmen Bustos-Works3:00-3:10 | [Graduate Program Coordinator](https://gradprograms.humboldt.edu/sites/default/files/graduate_coordinators_responsibilties.pdf)[Responsibilities](https://gradprograms.humboldt.edu/sites/default/files/graduate_coordinators_responsibilties.pdf) | Welcome/IntroductionsDiscuss Graduate Program Coordinator Responsibilities |
|  2 | Terri FisherGraduate Graduate Studies Office3:10-3:20 | [Faculty Graduate Coordinator Resources](https://drive.google.com/file/d/1-gUSjKTHG5yxCi5YYYyQGUFtP_tEKUgc/view?usp=sharing) [Reference Materials](https://gradprograms.humboldt.edu/content/reference-materials)  | Discuss Resources for Graduate Coordinators, where to find on website, fee waivers, and 7 year limit |
|  3 | Melissa TafoyaTransfer & Graduation CounselorOffice of the Registrar3:20-3:30 | [Course List Guide](https://gradprograms.humboldt.edu/sites/default/files/cal_poly_grad_course_list_guide_1.docx)[Presentation Slides (pdf)](https://drive.google.com/file/d/1jIFuxhQCsKC2XSsQ2_JZdAYekFGx3Zmh/view?usp=sharing)  | Discuss Guide to the Approved Graduate Course List and compliance with Title 5 and HSU policies for earning a master’s degree |
|  4 | Deserie DonaeRegistrar Summer TurnerAssistant RegistrarCollege of eLearning and Extended Education3:30-3:40 |  | Discuss Graduate Continuous Enrollment |
| 5 | Morgan McBroom Assistant DirectorGraduate Federal Work StudyFinancial Aid Office3:40-3:50 |  | Provide information and/or answer questions regardingfinancial aid for graduate students |
| 6 | Kyle MorganScholarly Communications & Digital Scholar Team3:50-4:00 | <https://digitalcommons.humboldt.edu/etd/>.  | Digital Commons @ HSU Updates, Spring deadlines |