

# HUMBOLDT STATE UNIVERSITY

## Academic Programs and Undergraduate/Graduate Studies

### Graduate Council Meeting Notes

December 4, 2017

3:00 – 4:30 PM

LIB 209 (Fishbowl)

#### I. Welcome!

##### A. Introductions

- i. New Interim Graduate Dean, Rock Braithwaite

##### B. Approval of November 2, 2017 meeting notes

#### II. Announcements

##### A. Update: Proposed dates for Spring 2018 term Graduate Council meetings

- i. Terri Fisher, Graduate Coordinator Director

- ii. Proposed dates: February 5, 2018, March 5, 2018, April 2, 2018, and May 7, 2018

##### B. Update: Woolford-Hegy Scholarship information

- i. Terri Fisher, Graduate Coordinator Director

- ii. Application available on January 15, 2018. Application **deadline is March 15, 2018.**  
*1. Online submissions process now*

##### C. Update: McConkey Award information

- i. Terri Fisher, Graduate Coordinator Director

- ii. Award nominee submission **deadline is March 2, 2018.**

##### D. Update: U.S. Department of Education/Graduate Assistance in Areas of National Need ([GAANN](#)) grant program

- i. Pia Gabriel, Pre-Award Specialist

- ii. See Appendix A

*1. Grant opportunity possibly in Spring 2018*

*2. This grant comes around every three to four years, the last time was 2015*

*3. It provides three years of funding up to \$34,000*

##### E. Update: Digital Commons Update

- i. Kyle Morgan, Scholarly Communications Team

*1. Monday (12/11/17) is the deadline for submission*

*2. Contact Kyle with questions*

#### III. Discussion: Graduate Recruitment Update

##### A. Stephanie Lane, Interim Director of Admissions and Cynthia Werner, Admissions Administrative Support Coordinator

- i. *Should create a joint effort between undergrad and graduate recruitment; create a graduate pamphlet with general graduate specific info.*

- ii. *Create a graduate specific brochure?*

- iii. *If you want Office of Admissions to recruit graduate students, please provide them with a list of where and when's for graduate fairs.*

- iv. *Do we have resources available to create everything listed above?*

- v. *Do we need a graduate studies tour guide?*

- vi. *Should we purchase student names to send emails to (like undergrad w/ ACT/SAT scores)*

- vii. *Suggested: make graduate program promo video clips to inspire and captivate students, and show them at graduate fairs or send to other universities.*

#### IV. Discussion: Nonresident Fee Waiver Allocation working group

- A. Alison O'Dowd, (Subcommittee: Erik Jules, Meredith Williams, Tina Georganas, Yvonne Everett)
  - i. Ambiguity over allocations...
  - ii. New wording has been proposed: 8 people in favor, 2 opposed to new language
  - iii. Fall or academic year: 8 in favor for Fall, 0 opposed (not everyone voted)
  - iv. Most other CSU campuses do not have the privilege of using the masters headcount census for unit funding.
  - v. See attached for Nonresident Fee Waiver Allocations informational presentation

## V. Discussion: Graduate Research Federal Work Study

- A. Heather Parker, Financial Aid Counselor
  - i. New process to come for the 2018/2019 academic year.
  - ii. Each program is to turn in a roster of students then financial aid will determine who gets Work Study based on need.
  - iii. Financial Aid office will start downloading FAFSA's in December
  - iv. Programs can submit a list of up to two or three students
  - v. Committee members also review the proposals
  - vi. Proposals are due in May
  - vii. Grad Studies will send out an informational email in January
  - viii. There are three different types of Work Study programs Grad students can participate in

## **Appendix A: GAANN Grant Program Flyer**

The U.S. Department of Education's GAANN program offers a way for universities to provide fellowships to graduate students who plan to pursue the highest degree available in their course of study in a field of national need. The fellowships are based on the economic need of graduate students of superior ability and provide a generous stipend plus tuition. Examples of areas of national need in the past are ethnic and cultural studies; biology sciences; chemistry; computer and information sciences; engineering; foreign languages; mathematics; nursing; physics; psychology; and educational evaluation, research, and statistics. The Department of Education expects to offer this program again in FY 2018.

HSU Sponsored Programs and the Library recently sponsored a Grants Resource Center webinar that presented information about this exciting program. For those who were unable to attend, here is a link to a recording of the webinar: <https://aascu.adobeconnect.com/p6us58vh0ad5/>

Here is a handout of the GAANN presentation:

<http://www.aascu.org/gaan.pdf>

## **Proposed Policy for Allocating Non-Resident Fee Waiver Units (old wording to be deleted is ~~strikethrough~~, proposed additions are in **bold**)**

“Each Masters program will be allocated a percentage of the University's total fee waiver allocation based on the percentage of the ~~total~~ **average** number of non-resident graduate students enrolled in that specific program ~~during the previous fall semester over the prior 3 years.~~”