



HUMBOLDT STATE UNIVERSITY

Graduate Council Meeting Notes

October 1, 2018

3:30 pm – 4:30 pm

LIB 209 (Fishbowl)

	Agenda Topic	Action Planned	Action Taken
1	Approval of September 10, 2018 notes		Approved
2	Mark Wicklund, Academic Assessment Coordinator *Time Certain 3:10 p.m.	Follow-up discussion Graduate Program Assessment	Discussion regarding graduate program assessment and aligning learning outcomes. The Graduate Dean will follow up with grad coordinators to see how we can help with program assessment.
3	Rock Braithwaite, Interim Vice Provost Graduate Coordinator Responsibilities/Expectations	Follow-up discussion from September 10 th meeting	Discussion continued from the September GC meeting. Graduate Studies will send a draft of the updated Graduate Coordinator Responsibilities/Expectations document to group for final review.
4	Rock Braithwaite, Interim Vice Provost Graduate Student Progress Report	Graduate Studies will be sending out a spreadsheet to graduate coordinators indicating what our records show about progress so far of each student in each graduate program, asking that programs follow up with some specific categories of students.	Graduate Studies distributed data for current individual program graduate coordinators, grouped by advisors. The purpose for distributing program data is for coordinators and advisors to work with students to facilitate decreased time to degree and share best practices.
5	Important Deadlines and Announcements: Graduate Program Administrative Training Workshop		



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	Monday, October 8 th Lib 209 (Fishbowl) Follow-up to CSU Grad School Virtual Fair		Terri will send the CSU Virtual Tour Final Candidate Report to graduate coordinators.
6	Thesis and Project Fall 2018 Submission Process		Kyle Morgan distributed Fall 2018 Graduation Submission Procedure & Deadlines for Thesis and Projects.