

Graduate Council Meeting Minutes

October 5, 2015

SURC 135; 3-5:00

In attendance: Abdalla, Laila; Andonie, Razvan; Archer, Kevin; Benson, Kelly; Bouillon, Marvin; D'Acquisto, Leo; Dormady, Jason; Dowd, Duane; Gabriel, Anthony; Gabriel, Kara; Haviland, Liz; Launius, Mike; Lovett, Sadie; Lupton, Natalie; Mattinson, Chris; Portlese Dias, Laura; Rivera, Dion; Robison, Stephen; Robinson, Scott; Sheeran, Lori; Snedeker, Jeff; Spybrook, Janet; Stoddard, Cody; Walker, Sharryn; Williams, Henry

Guests: Roemer, Karen

1. Meeting minutes from May 4, 2015 and June 1, 2015 were approved.

2. Announcements

a. Programs with projects should have submitted project guidelines to the Graduate School. If you have not please arrange to get them in to Dawn by the end of October. This will better facilitate structuring submission guidelines that will be developed throughout this academic year.

3. Welcome and introduction of new council members

4. Committee Reports:

a. Dean's Report: 1. In the near future, due to some pressure the Graduate School will start assessing graduate programs. 2. Dean Archer wants to focus on our research efforts, to show that CWU does more than the external grants such as GearUp. The Graduate School is going to publish a research newsletter to promote and show case research efforts. 3. Dean Archer explained the process of hiring the interim Provost and what that means for the Graduate School and university. Dean Archer is reporting directly to the President. 4. Spoke to George Clark (CFO) and Grad School is actually making money, we aren't a "burden" area. We have a record Fall Qtr 2015 enrollment of around 620 total. Due to the record enrollment the Graduate School can request more funds from the Deans for larger GA stipends etc. Please send your requests for larger stipends to Dean Archer. 5. Reminder that we have the certificate option and programs can create certificate programs for non-degree seeking students and it is a great way to enhance enrollment and your programs. 6. Out of state tuition waivers application through the Graduate School. Kara Gabriel had the most of students apply and she used it as a recruiting tool.

b. Associate Dean Report: 1. The Graduate School is really trying to pump up its marketing efforts by displaying banners in the SURC (such as the Graduate Student Association) and across University Way. Also by attending career fairs, senior summit here at CWU and any other recruitment forums and giving away fun sustainable swag like the grocery bags. If your program received help from the Graduate School with marketing we would like to survey those who received funds to find out the outcome. 2. Graduate School would like some points of pride for the next BOT meeting to represent the graduate students and faculty by Oct 10.

3. There are updates to the Graduate School website so please make sure you can navigate it or if there is info that needs to be updated please let the office know. 4. Project guidelines are due to the Graduate School and we will be creating a template with the guidelines. 5. This year there will be a hooding ceremony the night before commencement in the music building and it will not be conflicting with other engagements that night. This will replace hooding at the commencement ceremony.

c. Curriculum: Curriculog is in progress but in the meantime please submit hard copies to Dawn. The biggest change for the Curriculog process is the time frame will be shorter for approval.

d. Academic Standards: no report

e. Procedures: no report

f. Executive: nomination of chair of Procedures committee

5. Old Business: none

6. New Business

a. Committee assignments: expectation that all council members serve on one of the sub committees.

b. Ad Hoc committee: charged with development of policy governing WLU for Graduate Council/committee service. The executive council will find out what the language is in the contract and bring it back to the full council.

Good of the Order

Meeting adjourned at 3:55 PM