

Graduate Council Minutes  
April 23, 2013

Members in attendance: Kavan, Sheffler, Candler, Kasten, Lange, Vose, Nies, Moore, M., Schonning, Roberson, Reigger, Rowland, Kapcio

Guests in attendance: Elfayoumy (CCEC),

Dr. Roberson called the meeting to order at 12:24 p.m.

Dr. Roberson requested a motion to approve the minutes. Candler moved to approve; second by (several).

Dr. Roberson thanked the program representatives who attended the Graduate School Open House event at MOCA held April 9. He said feedback from the community was positive and any additional feedback from programs is welcome. Members discussed the event and how to best publicize and prepare for the next event on May 29 from 4 – 7:30 pm at the Student Union. The Student Union has more space than MOCA and therefore, tables will be reserved for each program. Dr. Roberson asked that each program let the Graduate School staff know program needs such as assistance with contacting companies or school systems, or distribution of specialized flyers.

Dr. Roberson told members that the Graduate School has requested significant funding for the next fiscal year specifically for marketing for graduate programs. The Graduate School has never had a dedicated recruiter for graduate degree programs; however, in the interim, colleges and/or programs with similar suspect pools can collaborate by combining marketing funds to increase purchasing power for promotional ads, etc. Members discussed several issues; current budget constraints, the desire to increase social media presence for programs, Google Ads, and radio marketing ads.

The regular council meeting date for the third Tuesday in August (8/28/2013) is not ideal for the 2013-2014 Graduate Council and Graduate Program Director Kick-off Luncheon due to the first day of class on 8/27/2013. The luncheon will be at noon on Tues., Sept. 24 at the Student Union for current and newly appointed Graduate Council members and Graduate Program Directors. Lunch will be provided by the Graduate School.

Dr. Roberson called for new business or any announcements. Members discussed the need for a graduate student orientation prior to the fall term. The Graduate School staff is currently working on an orientation for graduate students from all programs to be held possibly for a few hours in the evening with representatives attending from other offices around campus (Library, Parking Services, etc.) A date has not been reserved at this time.

SACS accreditation requires students in a Graduate Teaching Assistant role to be trained (GTAs, or anyone who will be in a classroom with students). Programs must let the Graduate School staff know if GTAs will attend the Graduate School GTA Orientation tentatively scheduled August 21, 2013 from 9am –noon. If programs choose to hold a separate orientation for their own GTAs, please let the Graduate School know and provide an agenda for SACS documentation.

The Graduate Council meeting dates for the months of June and July are tentative and may be cancelled if there are no items for the agenda. Have a great end of the term.

The meeting was adjourned at 12:50 p.m.