

**Graduate Council Meeting
Minutes
October 22, 2013**

Members in attendance: Lange, Candler, Stanley, Vose, Schonning, Zoellner, Eggen, Nies, Godwyll, Zhan, Buchwalter, Kavan, Roberson, Reigger, Kapcio

Guests in attendance: Wynn

Dr. Roberson called the meeting to order at 12:21 p.m.

Dr. Roberson welcomed members and requested a motion to approve the April and the September minutes. The motion for April (Zhan, Nies) and for September (Candler, Vose) was passed unanimously.

Dr. Roberson began with a Powerpoint slide showing the fiscal year 2014 Graduate School budget and the percentages of funds devoted to operations and to marketing and recruitment. An additional slide included a further breakdown of the marketing funds and listed the specific advertising campaigns, recruitment events and promotional videos and materials. Lilith is the coordinator for production of the promotional videos for programs, so please contact her with questions or if interested in a video to promote your graduate program. Subsequent slides featured a review of key strategies for colleges, departments and programs to increase graduate enrollment and a graph of annual graduate enrollment figures showing a significant decrease since 2008. Members discussed ideas to increase graduate enrollment without the help of additional funding which was requested in conjunction with the Graduate Enrollment Management Plan submitted in the spring of 2013 but was denied in this fiscal year's budget.

Dr. Roberson requested volunteers for two small subcommittees to review current practices for 1). Theses/Dissertations and 2). Graduate Assistants. The subcommittees will convene to research and report findings/recommendations to the Graduate Council for consideration and a vote. Members who represent programs with Thesis track options and Graduate Teaching Assistants are encouraged to participate. Members Godwyll, Buchwalter, and Lange volunteered for the Thesis subcommittee and Vose, Kavan, and Nies volunteered for the GA subcommittee. Dr. Roberson suggested that each committee include representation from all five colleges and asked that interested members contact him. Graduate School staff will conduct a review of the Graduate Council bylaws and will bring recommendations for review and discussion to the council.

Members discussed the current criteria for UNF graduate faculty status and considered an exception for visiting faculty who fulfill other criteria but are not tenure-earning. Members agreed that graduate faculty status could be granted provisionally for visitors by the graduate dean for the length of stay, but not for a full five year appointment.

Lilith reported on the final slide which featured updated information about upcoming Graduate Research Day events.

Members were emailed last week with the change to the November meeting date (due to the short Thanksgiving week); the meeting is moved to Tues. Nov. 19 at the same time and location. Please email Patrice about your ability to arrange to be at the November meeting.

The meeting was adjourned at 1:32p.m.