

Graduate Council Meeting  
Minutes  
October 28, 2014

Members in attendance: Candler, Pascale, Kantner, Lichty, Christi, Gilg, Nies, Moore, Stanley, Patterson, Gilson, Curry, Vose, Tiryakioglu, Goel, Kavan, Seabrooks-Blackmore, Lange, Zoellner, Zhao, Shaw, Hogan, Bruey, McDonough, Biernacki, Jaeger.

Guests in attendance: Campbell, Stedham, Farara

Dr. Kantner called the meeting to order at 12:20pm

Dr. Kantner gives copies of the minutes, agenda, as well as the information that will be discussed in the meeting to those in attendance. He introduced the new Program Assistant of the Graduate School, Danielle Stedham. He spoke of the importance of recruitment and advertising.

Motion: The minutes from previous meeting were approved.

Dr. Pascale informs the council about recruitment efforts made by the Graduate School so far, both internal and external. International Business is of interest to many prospective students. She also found while attending the Graduate Fairs that some schools focus on certain programs more than others, such as math. The Program Directors were then asked to bring information to the Graduate School for recruiting purposes. The McNair list and a General electronic information flyer were mentioned at this time for discussion. Dr. Kantner then expressed a desire to effectively use the advertising funds available now, and how to target certain audiences with advertising. Surveys were then suggested, asking students their reason for attending UNF? Another item was to dedicate time to the Military bases for recruitment purposes.

The topic then shifted to a concern about the tuition waivers. Dr. Kantner explained that he has been working on this and how the resources are being allocated. Another item brought up is for the registration day to be changed for students being that they can only register the day before classes begin, thus helping with International Students. Dr. Kantner explained that he has been speaking to the International Center and how to advertise to International applicants.

Forms for the GALC's were then given to the Council Members referencing the Learning outcome categories. Dr. Kantner asked if there were suggestions for additional categories. A few questions arose on the definition of program improvement? One department explained that they have their own assessment at the undergraduate level and it is not standardized. A recommendation is that the program can create what assessment is best for them.

Dr. Kantner highlighted the SACS requirements for Graduate students being used as Teaching Assistants as well as the Graduate Grant criteria. He asked for any suggestions

on how the process can be done. A question arose on how are those who supervise teaching online paid, and if it is on a different scale. The response is that they have to monitor the twenty hour rule and that a form has been created for exceptions to the rule. Dr. Kantner goes over the requirements and deadlines for the Graduate grant, what a student has to complete in order to receive the grant which is five hundred dollars. There were a few topics brought up during this time, including how many grants will be available, extending enrollment for out of state students, and how the library can support the Graduate school. There was a request for additional funds by the Engineering Department and it was received, went into the library budget.

Meeting is adjourned at 1: 40pm.