

# **Graduate Council Minutes**

## **Monday, November 4, 2024**

### **Via Zoom**

**Attendees:** Melanie Worsley (ex-officio), Leah Brown, (ex-officio), Jim Schnoebelen, Danny Funk, Zenova Williams, Tracy Davies, Becky Dodge, Sarah Holt, Dave Provorse, Michele Reisinger, Barbara Scofield, Pat Dahl, Jenny Lamb, Stacy Conner

**Not present:** Tracy Routsong, Michael Rettig, Emily Grant

**Notes taken by:** Beth Mathews

- I. Call to Order - The meeting was called to order by Barbara Scofield at 12:03pm.
- II. Approval of Minutes
  - a. The Chair calls for approval of the minutes from the meeting held on October 7, 2024. There being no discussion a vote was taken. Acceptance of minutes was approved.
- III. Old Business - none
- IV. Discussion
  - a. Returning Student Fast App – Leah Brown
    - i. It has been posted to the website
    - ii. There are no automatic approvals and applications will still be routed to approvers
    - iii. Clarified that Fast Track is primarily used for undergraduates as most graduate programs have requirements to be admitted to their programs
  - b. Declaring students and assigning advisors – Leah Brown
    - i. Slate can declare and assign advisors
    - ii. If any program wants to take advantage of this capability, reach out to Leah Brown
  - c. Spring recruitment – Leah Brown
    - i. Slate offers virtual recruitment events
    - ii. Leah Brown explained the process
    - iii. A spring recruitment event is being planned for February or March 2025
    - iv. Questions
      1. Will program directors know ahead of time if anyone has signed up to attend? Yes, sign-ups are done through Slate, or the event can also be a “pop in.”

2. Is there an ability for applicants to register outside of Slate. No, they cannot but applicants do not have to have a Slate account to sign up.
3. Fall graduate fair comments
  - a. The fall graduate fair did not have a good turnout and those who did talk to graduate programs were still undergraduate students
  - b. Concerns about location and format changes
4. Lengthy discussion and suggestions for improving graduate fair/recruitment initiatives and marketing
- d. Graduate Program Support – Melanie Worsley
  - i. Melanie shared there were six responses to her request at the last meeting. The deadline to respond was October 31 so she will review in detail and identify main points
- V. Announcements – Next meeting will be held on Monday, December 2, 2024, at 12:00pm via Zoom.
- VI. Adjournment – there being no further business to discuss, Tracy Davies moved to adjourn the meeting which was seconded by Danny Funk. Motion was approved and Barbara Scofield concluded the meeting at 12:39pm.