

# Graduate Council Meeting Minutes

Thursday, October 20, 2022 - ZOOM

## **MEMBERS PRESENT:**

Annette Barnes, DNP, MSN  
Stephanie Bernhard, ENGL  
Melissa Bugdal, Fulton School Rep  
Celine Carayon, HIST  
Tom Calo, Perdue School Rep  
Heather Diehl, MSW  
Yvonne Downie-Hanley, M.B.A.  
Maida Finch, Ed.D./REED  
James Fox, EDLD  
Elizabeth Geiger, OGS  
Clifton Griffin, Dean of Graduate Studies  
Martin Hunter, Registrar  
Allen Koehler, AVP Enrollment Management  
Ignaciyas Soosaipillai, CADR  
Eric Liebgold, BIO

Scott Mazzetti, HHPF  
Masoud Moghaddam, CHHS Rep  
Andrea Presotto, GIS  
Jessica Scott, OGS  
Diana Wagner, MED

## **MEMBERS ABSENT:**

Jennifer Bergner, MSME  
Chloe Birch, GSC President  
Memo Diriker, Faculty Senate Liaison  
Erin Stutelberg, MAT  
Thea Williamson, Seidel Rep

## **GUESTS:**

Melissa Boog

I. Call to Order 3:30 p.m.

II. Navigate Melissa Boog

Was designed as an undergraduate tool but we are constantly working at adapting it to grad needs.

Some known challenges being worked on:

- No Term at Glance for grad students. Should be able to see snapshot of information like credits and GPA.
- Separate cumulative GPA from undergraduate records.
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- Advisors can only see students who are currently enrolled.

Helpful Hints:

- have those time options available for students to select.
- Query function is easier than GullNet. No need for IT to build queries. You can select items yourself.
- Can query undergraduate students to help with graduate recruiting.
- Has a text function but

Questions:

- Will it contact employees in classes?  
Yes
- Some lists are including students who have graduate.  
M. Boog will check on that.

III. Minutes

M. Bugdal asked that security information regarding the Writing Center doors be redacted.  
September minutes were approved pending revision.

IV. Elections

Vice-Chair

☒ C. Carayon nominated Don DeW

- S. Bernhard Would also like to see increase in GA stipends. Lower stipends means quality issues.
- C. Griffin Departments can always more than the minimum stipend if their budget allows. Business and Administration suggests its better to hire a C-1 once you calculate stipends and tuition waiver.
- C. Griffin Reminder that only pinned employees get recent COLA increase. There may be some pushback on raises due to departmental budgets.
- D. DeWitt Increases should be funded by Business and Finance.
- C. Griffin  
instructors. OGS Dean will 100% support.
- C. Carayon Will draft a statement to be approved at November meeting.

VIII. Grad Fair J. Scott

Some discussion about revisiting an on-site grad fair.

M.Ed. recently held one. Parking and catering charges are challenging. Despite low turnout, applications were started by potential students.

OGS will explore holding an in-person grad fair. Look to be hold in middle of the day in a high traffic area.

IX. C. Griffin

Goal setting was discussed at September meeting. With volatile market, we will not plan for growth but rather holding onto current students.

Tuition Increases for FY24 are being discussed. Recognizes challenges with a tuition increase but there was no grad increase last year. If undergrad goes up 2%, expect grad to do the same.

Meeting was adjourned at 4:52 p.m.

Submitted by Jessica Scott