

**Graduate Council
Minutes
September 12, 2023**

The Graduate Council met in UC 212 Dogwood Rm and by Zoom on Tuesday, September 12, 2023 at 9:30 am.

Members present: J. Black (Grappendorf proxy), J. Bowers-Campbell, J. Deziel, K. Doss, T. Eckard, M. Garrido-Lopez, H. Jack, B. Karayaka, M. Kennedy, J. Lawson, K. Mathews, G. Sabih, D. Solomon, C. Thomas, and A. Trombley

Members absent: D. Dorondo, B. Fonseca, H. Grappendorf, L. Hammer, T. Orr, C. Parrish, H. Rimes, and E. Virtue

Others present: R. Stiles

Approval of the Minutes Motion and second to approve the minutes for the March 17, 2023 meeting. **Passed.**

Meeting Schedule

Alternating between top two voted days for meetings: Tuesdays and Fridays

Formation of Committees

- Academic Policy and Graduate Faculty Review (Joy Bowers-Campbell, Chair)
- Financial Assistance (Jackson Deziel, Chair)
- Curriculum (Angie Trombley, Chair)
- Graduate Council's University Curriculum Committee representative: Morgan Kennedy

Dean Report

- Current enrollment summary (handout attached) Fall 2023 Point-in-Time enrollment was only down 61 students. *Thank you*, program directors and key staff for your work encouraging current but unregistered students to continue.

Three items of focus

- Want to look at programs that have room to grow enrollment
 - Communications and marketing as well as identify focus programs
 - Ensure that Graduate Assistant salary floor is \$15 per hour, address compression issues, and discuss effective Graduate Assistantship allocations per program i.e., increase number of GAs or increase salary
- New faces in the Graduate School office: Jessica Ledford as Lead Admissions Processor, Gabriela Sanchez as Admissions Processor, Holly Vaughan, beginning October 9, as Director of Recruitment and Marketing, and Kate Roche promoted as the new Student Services Support.
 - Looking ahead in 2023-2024: Two program changes
 - Master of Accounting program has moved to online

- New program: Doctor of Nursing Practice - Psychiatric Mental Health Nurse Practitioner

Associate Dean Report

- Virtual Open Houses: we have the Fall 2023 VOHs scheduled and will discuss changes to schedule, frequency, and modality, if necessary, before scheduling Spring 2024 VOHs. Graduate School sends email and text reminders prior to event. Five days prior to an Open House, we will provide the graduate programs with the names and contact information for all registrants. After the event, we send out a “Sorry to miss you” communication to no show registrants.

Suggestion: Contact alumni to invite to gatherings and to network for recruiting. Be cognizant that in-person Open House does not work for all programs: Best to coordinate in-person OH with VOH schedule.

- Program Director Workshop: Wednesday and Thursday, September 13 and 14, both workshops held via Zoom.
- Introduction of Graduate Student Association Officers: GSA has a full executive committee with diverse program membership.

Lightning Updates

- Chuck Thomas: Library study rooms for graduate students are not being used. Will coordinate with Braulio Fonseca, GSA President, to determine if graduate students are still interested in this type of space.
- (Interrupted by fire drill)
- Tim Eckard (submitted by email): CHHS just updated our strategic plan and re-organized and streamlined our committees to align with the new plan. The work of the new committees is just beginning. We’ve had near-record numbers of applications in our program this year, up 25% over the average of the previous 5 years, with the increase attributed to a strategic social media marketing plan in our department. I like the idea of alumni networks but also think there is a large role for social media to play in attracting applicants, particularly those that would not have considered WCU before.

The meeting was adjourned at 10:10 am due to fire drill in the UC.

Submitted by – Roxane Stiles

Please note: All attachments are on file in the Graduate School with the Graduate Council meeting minutes.