

	<b>Graduate Council</b>	
	<b>Date</b>	Wednesday, April 10, 2024
	<b>Time</b>	3:00 PM – 4:30 PM
	<b>Place</b>	Memorial Union 226 - Pioneer Room and Zoom: <a href="https://fhsu.zoom.us/j/91736338856">https://fhsu.zoom.us/j/91736338856</a>

### Roll Call

✓ Janett Naylor-Tincknell	✓ Kim Perez	✓ Gary Andersen
Medhavi Ambardar	✓ Janelle Harding	✓ Suzanne Becking
✓ Blake Roth	✓ David Fitzhugh	✓ Jian Sun
✓ Kim Chappell	✓ Rhonda Weimer (Tammy Radohl for Rhonda)	✓ Angela Pool-Funai
✓ Kenton Olliff	Erica Bittel	✓ Keith Bremer
✓ Laura Wilson	✓ Carrie Tholstrup	✓ Caylan Harris
✓ Perry Harrison	✓ Angie Howard	Les Mackey
✓ LeAnn Brown	✓ Valerie Yu	Kelsi Broadway
✓ Brent Goertzen	✓ Angela Walters	✓ Sarah Patterson
Hussam Ghunaim	✓ Jerrie Brooks	

### Standing Items

- 1) Strategic goals for the Graduate School
  - a) Engagement/retention ([Goal 2: Student Success](#))
    - i) HubSpot Stop Out Plan

The Graduate School is currently working on a plan for students who have “stopped out” students who started taking classes and then stopped for around 1-1/2 years. We will reach out to them and send them an email through HubSpot and hopefully have some communication with the student. The reason this is being done in HubSpot is because we can track it and get metrics with it.

There has been some success and Bonnie and Craig, the Degree Analysts, help to identify the students and then go from there. If you see students who have not taken classes for a while start to take classes again, it may be the result of this. As soon as the students do notify us that they are returning, we do loop the department in if they return.

- b) Marketing/recruitment ([Goal 3: Strategic Growth](#))
  - i) Recruitment Update
    - (1) 2,545 students as of 20<sup>th</sup> day of spring semester

- (a) On-campus 258
- (b) Online 2287
- (2) Up 79 students from spring 2023
- (3) Down 93 from fall 2023
- c) External funding ([Goal 4: Resources & Infrastructure](#))
  - i) OSSP Report

FY 24

35 submissions totaling \$14.6 million

22 awards totaling \$2.9 million

FY23 this time last year

28 submissions totaling \$8.7 million

21 awards totaling \$3.4 million

We are waiting on hearing on a few more that we have been informally notified that should be coming through, such as the Noyce Grant. There are a couple other big grants as well that we are waiting on hearing from, so those numbers should be increasing.

- ii) Endowed Scholarship Funds (\$8,590.11)

Reminder- Giving Day is April 16<sup>th</sup> if you would like to contribute to the scholarship fund. This information is on the Foundation's website. We are getting closer to the \$10,000 goal.

### **New Business**

- 1. Curriculum Committee - None at this time

### **Old Business & Updates**

- 1) Action Item: Exit Survey
  - a. Vote

Dr. Kim Perez asked if Dr. Bremer will keep the group posted if certain departments have different information? And does he want the departments to funnel their survey information to Dr. Bremer?

Dr. Bremer state that no, he would not need their survey information, but if he needs their information, he will reach out to them.

Dr. Bremer asked for a vote to approve the survey  
Dr. Laura Wilson moved to approve the exit survey  
Dr. Perry Harrison 2<sup>nd</sup>

No opposition

Motion passed

Blake Roth asked when the survey would be distributed.

Dr. Bremer stated that the first exit survey will most likely be included in the graduation survey and he needs to see when that is scheduled to go out, later this month. Then it will be sent again in May right before the students graduate, and then it may be sent out an additional time right after they graduate.

2) Awards Committee Update

Meeting will be held directly after Graduate Council meeting today.

3) Membership Changes:

a. Term ending:

- Valerie Yu                      DNP
- Angela Walters                RCOBE – Will renew
- Jerrie Brooks                  AEP - MS SPED
- Gary Andersen                AEP – T2T
- Suzanne Becking              AEP – AEP MIT
- Jian Sun                         MLS

Dr. Bremer will email each of the remaining faculty members listed above and their department chairs to see if they wish to renew or if there is a replacement.

Dr. Janette Naylor-Tincknell added that she might be added to the Other Changes listed below. She may be added to a committee in her department, but will let Dr. Bremer know.

Dr. Bremer said he would reach out to Dr. Whitney Whitaker to check as well.

i. Other Changes:

- a. Laura Wilson GSCI - MS Geosciences – Jon Sumrall will replace
- b. Kim Chappell EdS in AEP/SEC – replacement to be determined

4) Midwestern Association of Graduate Schools (MAGS)

a. Treasurer – Dr. Angela Pool-Funai

b. To think about for next year:

These are items that MAGS does, but we do not currently participate in. The timing of these events are a little different.

i. 3MT – Three Minute Thesis

The winner of this event would go on to the Council of Graduate Schools, which is in December.

From what Dr. Bremer could tell, most of the students there presenting had already graduated and had come back to the competition. If your departments have any students who may be interested in this, you may want to start talking to them about this soon.

Dr. Pool-Funai added that the students who were selected to come to MAGS had already won their school's competition so these institutions do their own internal competition, then they go to MAGS. There is a 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place award that she believes comes with a cash award for the students.

Dr. Kim Perez asked if the presentations have to be live?

Dr. Bremer responded that they do. However, at the institutional level the presentation could be recorded and reviewed for judging.

Dr. Angela Pool-Funai added that at MAGS, there was not a virtual option.

- ii. MAGS/ProQuest Distinguished Master's Thesis Awards
- iii. Excellence in Innovation Award
- iv. Excellence in Teaching Awards

If any of these would be something that we would like to do, we could hold internal competitions for each of these categories, select our winner and submit them to MAGS. They have criteria based on the theme of their conference for each year.

Dr. Pool-Funai added that with the Master's Thesis Awards, it's not the same discipline every year, so they rotate. One year it could be Biology & History, the next it could be Math & English. MAGS does send out the categories ahead of time. Dr. Pool-Funai has shared this information in the past, but has not had much interest for nominations.

Dr. Bremer added that if you see any of this information coming your way, this is what it is referencing. It will come at a weird time though.

5) KBOR on Campus Next Week

- a. Agenda Located in Blackboard

Blake Roth added that they will be doing a demonstration for them for the Herndon Clinic.

Dr. Janette Naylor-Tincknell added that Psychology will also be doing a demonstration for them for the testing clinic.

Dr. Bremer added the agenda into Blackboard.

Dr. Angela Pool-Funai mentioned that these are open to anyone who wants to attend them.

6) Other items for the good of the group?

## **Coming Up**

- 1) Next G.C. Meeting – May 8th, 3:00 PM; Memorial Union 226 - Pioneer Room OR via Zoom: <https://fhsu.zoom.us/j/91736338856>  
This may be moved to Zoom depending on everyone’s schedule during finals week. Dr. Bremer will let everyone know a few days in advance.

Dr. Kim Chappell added that there may be curriculum items coming, so there may be a vote needed.

Dr. Angela Pool-Funai added that voting may be able to be held virtually for these items if necessary.

- 2) SACAD, Wednesday May 1<sup>st</sup> – All Day on campus; All week online April 29 - May 3  
Today is the last day to submit posters. There are a lot so far. If you have any students needing to submit, encourage them to do so by today. There have been a few requests for extensions, but we do not have the ability to do this. The system that is being used this year is through the library and the system has to shut down and it is not able to be reopened once it has closed.
- 3) Commencement; Friday May 10<sup>th</sup> and 11<sup>th</sup>. More information here: <https://www.fhsu.edu/commencement/> (610 spring and summer)  
Flagbearers have all been selected. The Graduate School only needs Flagbearers, not Marshals- just to note for next time.

The graduating number includes both spring and summer students who are graduating. We had a similar number last year.

## **Important Deadlines**

*Application for Program Completion (APC)*

**Final Date to Sign Up** 3/18/24

*Comprehensive Exams*

**Final Date to Sign Up** 2/26/24

Exam Results Due (Written and/or Oral) 5/13/24

*Master's Theses and Ed.S. Field Studies*

Final Copy Due 4/29/24