**Minutes**

**Graduate Programs Council**

**October 15th, 2014**

Attendance: E. Ball, M. Hall, D. Hallback, C. Kenner, L. Ortiz-Vilarelle

Excused: C. Lindberg, L. DeMarsico, S. Hydro, G. Seaton, E. Teixeira

1. Reviewed and approved minutes from April 16th and Sept 3rd meetings.
2. The Council was unable to conduct voting or elect a vice-chair due to lack of quorum.
3. Hall shared that the proposed changes to the Comprehensive exams have been approved.
4. Hall proposed that we continue the work of the committee in spite of incomplete membership and the council agreed. Rather than postpone actions, the council will continue with its agenda and put all votes to the council via e-mail for more complete participation. The council also agreed to seek clarity about how missing student members and medical leaves impact quorum and to explore the possibility of temporary substitutions for members on leave.
5. Hallback facilitated the review and revision of the “Graduate Non-traditional Courses Survey” for alternate graduate course times and format, including the option to express interest in week-long “intensive” courses which 15 hours per credit. Hall will work with graduate studies to distribute the survey to graduate students including students in 5 year programs.
6. Hall proposed that the council set goals for the term. The council agreed on the following goals, in order of priority:
* Initiate a review of Graduate Assistantships at TCNJ and how they can help us remain a competitive choice for prospective students. Lisa DeMarsico and Susan Hydro will be consulted about our current GA program.
* Gather information about what unique opportunities area schools are providing to attract new students. Once we have reviewed and discussed the data, we will invite Judi Cook and Chandru Rajam to join us in a discussion of how we can develop or better drawn on our own “signature” experiences to do the same.
* Determine ways to better manage the category of “non-matriculant” status, particularly the restrictions on the number of courses that can be taken without further approval and how many courses can be transferred toward a degree program.

Respectfully submitted,

Lisa Ortiz-Vilarelle