

# Graduate Council Meeting Minutes

Thursday, March 14, 2024 - ZOOM

## **MEMBERS PRESENT:**

Annette Barnes, DNP, MSN  
Jennifer Bergner, MSME  
Thomas Boudreau, CADR  
Richard Bowler, HIST  
Melissa Bugdal, Fulton School Rep  
David Burns, COMM  
Doug DeWitt, MED  
Yvonne Downie-Hanley, MBA  
Maida Finch, EDD  
James Fox, EDLD  
Elizabeth Geiger, OGS  
Clifton Griffin, Dean of Graduate Studies  
Samantha Hicks, GSC  
Amanda Hill, CHHS Rep  
Martin Hunter, Registrar  
Allen Koehler, AVP Enrollment Management

Scott Mazzetti, HHPF  
Stephen Oby, MSW  
Heather Porter, Seidel Rep  
Andrea Presotto, GIS  
Jessica Scott, OGS

## **MEMBERS ABSENT:**

Stephanie Bernhard, ENGL  
Memo Diriker, Faculty Senate Liaison  
Eric Liebgold, BIO  
Ruth Malone, REED  
Erin Stutelberg, MAT

I. Call to Order – 3:30pm.

II. Opening Remarks

A subgroup of GSC designed a survey to go out to grad students in order to gauge what help and/or resources they need.

There were 47 responses. (75% FT, 25% PT) (65% SU, 33% OL, 3% Satellite)

M. Bugdal will send out results to everyone.

C. Griffin – Thanked the committee for the efforts. This information will be helpful in designing programs.

#### VI. International Student Fee Waivers

Most international applicants ask for a fee waiver. Our policy says international applicants are ineligible to receive the waiver. However, we will grant one if it requested by the faculty.

#### VII. Thesis Student Enrollment – Clifton Griffin

Programs handle this differently. Some have a course, some offer variable credits. If a student is actively finishing the scholarly manuscript and are actively engaged, they should be enrolled in at least one credit hour.

Registrar agrees. Students must be enrolled in their graduation term.

A. Barnes – Can an incomplete option be used?

- C. Griffin – They should be registered. Courses should be developed or revised to make courses repeatable and variable credit options.

M. Bugdal – TA's only get tuition waiver for 36 credits and sometimes need additional time.

- C. Griffin – We can be mindful of exceptions

Will look at how programs are handling this and work to develop a policy.

#### VIII. GSC Remarks

Planning a spring event.

It is election season. Please share election information with your students and encourage them to participate.

#### IX. Dean's Remarks

Marketing

- All digital marketing campaigns are currently running.
- Along with brand awareness, utilizing Delmarva Life, Comcast streaming and Sea Gull Network.
- Did an email blast through Navigate (471 opened, 8 asked for more information)
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- T. Boudreau – Any follow up with Peace Corps?  
Liz reached out to Peace Corps  
Jessica reached out to Dover Air Force Base and SU will have a table at their next recruiting event.
- D. Burns – What About Education USA?  
A. Koehler – Education USA does have a list serve. There is an opportunity to push out to all embassies and state departments.

X. Other Comments – D. DeWitt

Just waiting for official Graduate School letter.

President is already talking about new strategic plan. Grad Council should consider a strategic plan for the new Grad School.

D. DeWitt will be retiring at the end of the semester and a new Chair will need to be elected.

- C. Griffin thanked Doug for all his years of hard work.