**Graduate Programs Council**

**Minutes for September 18th, 2013**

**Present:** Matthew Hall, Shridevi Rao, Stuart Roe, Lisa DeMarsico, Brenda Leake, Claire Lindberg, Lisa Ortiz, Erica Schultes, Marcia Blicharz

Minutes recorded by Stuart Roe

1. **Minutes 4-3-2013**

C. Lindberg moved to approve minutes. B. Leake seconded. Minutes were approved.

1. **Minutes 4-17-2013**

M. Hall moved to approve minutes. C. Lindberg seconded. Minutes were approved

1. Minute taking duties for the 2013-14 academic year were assigned.
2. Elections were held for Chair and Vice-Chair positions. S. Roe was elected chair for 2013-2014 and we are still looking to fill the Vice-Chair position.
3. Graduate Studies Office Report – L. DeMarsico
* 61 potential students RSVP’d for the Sept. 12th Open House and that 35 students attended. The graduate studies office followed up with both those who did attend and those who did not with contact information for the program coordinator in their area of interest.
* Ways to broadcast and record the open house sessions online are being explored for January.
* There are currently some empty graduate student slots in governance that Susan Hydro is working to get filled, we should have interested students to send an e-mail to graduate@tcnj.edu to indicate interest.
* The Spring enrollment deadlines, priority and otherwise, are fast approaching.
* B. Leake brought up considering alterative dates/days of the week for graduate open houses to attract more potential students, L. DeMarsico will look into this issue.
1. GPC reviewed the 2012-2013 Status report and discussed issues to be addressed by GPC this year which included-
	1. Making decisions regarding the use of the graduate comparator list and student survey results that were developed and gathered last year.
	2. Reviewing CAP’s revisions to the Comprehensive exam policy and putting them through the testimony process.
	3. Reviewing CAP’s recommendations regarding the non-enrollment policy.
	4. Examining academic dismissal policies

Respectfully submitted by,

Stuart Roe