**Minutes**

**Graduate Programs Council**

**November 5, 2014**

Attended: N. Ball, M. Hall, D. Hallback, C. Kenner, L. Ortiz-Vilarelle, E. Teixeira, N. Lopez

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

1. Hall shared the updated status of the survey on alternate scheduling of graduate courses. He will be working with Susan Hydro to send the survey out to current graduate students in the next week.
2. In Hydro’s absence, Hall shared general information about the status of graduate assistantships at TCNJ including processes for applying, number of assistantships and amount of financial support awarded. Hall then shared preliminary research completed by Hallback regarding the assistantship opportunities at Rutgers, Montclair, and Rider. The discussion that followed featured several strands:
	1. Areas identified for further research
		1. Input from current students on the parameters and availability of graduate assistantships.
		2. See if there is any data regarding students who apply to TCNJ but choose to enroll elsewhere – what factors lead to this decision? How do assistantships factor into the decision?
		3. Examining the timeline for applying and awarding current assistantships to see if we can align due dates so awarded assistantships can be used as a recruiting tool
		4. What is the extent and availability of research assistantships? Do any faculty have assistantships built into grant-funded research?
	2. Next Steps
		1. Consider the various populations of graduate students – working full time; attending part time; 5 year program and specific needs of each group
		2. Discuss who we are targeting with this effort. Who do we want to see applying for graduate work at TCNJ that isn’t already represented?
		3. Get some data from Susan Hyrdo/Institutional Research about graduate students to inform our research on assistantships
		4. Get more updated data on state schools
			1. L. Ortiz-Vilarelle – Rutgers
			2. M. Hall - Rowan
3. Reviewed and approved minutes from October 15th meeting.
4. Officially elected Lisa Ortiz-Vilarelle as the Vice-Chair of the Graduate Program Council

Respectfully submitted,

Matthew Hall