Weber State University
GRADUATE COUNCIL
MEETING MINUTES

CHAIRLED BY: Valerie Herzog, Director of Graduate Studies
DATE: March 15, 2019, 12:30 p.m. - 2:00 pm, Education Bldg. Moench Room (016)

ATTENDEES: Valerie Herzog, Megan Boyle, Madonna Miner, Sian Griffiths, Sarah Steimel, Fon Brown, Cydnee Green, Lonnie Lujan, Tanya Nolan, Darcy Carter, Brittney Hicken, Rob Holt, Andrew Wright, Matt Mouritsen, Robert Ball, Jeff Glover, Louise Moulding, Beth Rhoades for Brian Stecklein, Jamie Call, Ashley Hilton

1. Approval of minutes from February 8, 2019 meeting
   a. Darcy Carter - Motion, Second-Louise Moulding
   b. All in favor, motion passed

2. Marketing plans – Ashley Hilton
   a. Bus ads – done! ($1,740 – 2 add’l months)
   b. Remaining marketing budget ~$8,000
      • Movie Theatres in Southern Utah
         1. Running for 4 weeks in St. George and 8 weeks in Cedar City
         2. Video or static ad?
         3. Emily created a rotating ad for the screen
         4. Cannot advertise the DNP program until it is approved by Northwest.
      • Student Planner Ad
      • Signpost ad options
      • Banner Ads on Harrison, Movie Theater ads in Utah County, Billboards, Weber State Credit Union advertisement, Movie Theater ads in The junction and Farmington Station, Inside Cover of the Student Planner instead of a full page two color ad, Kiosk at Farmington Station, Jordan Commons, Centerville Megaplex movie theater

3. Graduate transfer credit articulation – Jamie Call
   a. What should occur when students submit graduate level coursework from transfer institutions? Should the WSU Records and Transfer Articulation office wait until they are accepted and individual programs contact us with the courses they are willing to accept?
      • Do we want the department and program administration to be aware of what exactly is being articulated case by case as opposed to an overreaching articulation requirement?
         1. articulation@weber.edu
      • Send an email to articulation when you are taking in transfer students
   b. Once a course has been accepted for transfer credit, should it continue to be articulated for future students or always handled on a case-by-case basis?
      • **See above**
      • Can email articulation if there are questions regarding how to articulate a particular course.

4. Graduate Climate Survey
   a. What do we want to learn?
      • Perception of the value of your education
b. Sub-committee members?
   • Sarah Steimel, Valerie Herzog, Darcy Carter

5. New Student Orientation
   a. Online modules – view through Guest link
   b. Need to determine which ones are appropriate for new graduate students
   c. Will create a new path for graduate students only, different timeline options
   d. Cost?
   e. On-campus experience?
   f. Website with resources for graduate students
      • 2 separate links, one for prospective students and one for current students
   g. CatTracks, Canvas, eWeber Portal
   h. Financial Aid and Scholarships, and where to receive funding for graduate programs
   i. Davis Campus specific things
   j. Care About Childcare
   k. Health Services; Making sure that students have access to all the same resources as any
      other student regardless of the campus they live on—i.e. Counseling and Psychological
      Services
   l. Bookstore hours/locations
   m. List of religious resources for students (Refer to the Chamber or the Visitor’s Services)
   n. Weber Pathways/Recreation
   o. Weber State Police and Campus Safety
   p. https://www.weber.edu/complaint

6. Recording in classrooms
   a. Form available in Box
   b. ONLY use for graduate courses. DO NOT USE for ANY undergraduate courses.
   c. Patrick is working on a form for undergraduate programs, but needs to do additional
      research before it can be finalized.
   d. Only if you are using a camera that is capturing a student in any capacity do you need this
      form but if you are recording a lecture by yourself the form is not needed.
   e. Follow up with Patrick and ask if we are using one form per student per program of study
      or are we doing this for one form per student per course?

7. Program Updates

Last Meeting of the AY: Friday, April 19th, 12:30-2pm
Note: Trying out a new location – Union Building – Room 404B (former Skyroom)