GPC MEETING – October 1, 2014

1. Welcome [Richard]

2. Basecamp [Richard]
   - Facilitates cooperative projects – We will invite all GPCs to our basecamp project with our GPC agenda.

3. Communications Team [Carlie]
   - Training for Research Faculty follow-up – Selling the University and yourself to potential recruits. The communications team is working with faculty to update their profiles.

4. Dismissals [Joan]
   - We send warning notices as soon as grades are done. If cumulative GPAs drop below 3.0, students are dropped from assistantships, the 2nd time they are dismissed. We will include the student in the first email to the department so there is warning directly to the student.

5. Completion Requirements [Joan]
   - Completion spreadsheets – Submit plan C student spreadsheets by October 15th. We need the letter of completion for them as well.

6. International Student Acceptances for Spring [Erin]
   - International students currently out of the US need to be accepted by October 15th so they have enough time to get their VISAs in time to start class in January. If there is enough of a need a trip to the SS office can be planned. SS card must have been applied for by the first day of class if someone is going to get a non-resident tuition waiver.

7. Graduate Insurance [Craig]
   - If a student is on an assistantship for a month then the student must be covered by insurance. If there are questions regarding insurance, please contact Katelyn directly. Craig and Courtney Turner can help her with financial issues.

8. McNair Scholar Directory [Richard]
   - For Targeted Recruiting – We have a copy available. It shows a primary interest for potential students. We can waive the application fee for the McNair scholars. Have the student contact Erin Anderson prior to submitting the application.
9. **SCAFs - Committee Members Have Left USU; Verify Roles [Richard]**
   - If a committee member leaves USU, you may make a note that they have left on the form so that they will be left off the docusign signature requests.
   - Please verify with the list of approved faculty in the shared drive that the faculty on the SCAF are approved before sending it in to gradforms@usu.edu. We will check outside members within USU.

10. **Infrastructure, PhD Completion, Dissertation Enhancement RFPs [Richard]**
    - Funding opportunities
      - PhD completions provides 1-2 semesters of support to complete PhD – Department heads need to submit candidates to the Deans by Oct 27th. Request application from Richard Inouye.
      - Doctoral Research – Purchase equipment that would otherwise limit PhD programs. Requires 1:1 match from department or college. Applications due to Jeff Broadbent by Oct 20th.
      - Dissertation Enhancement – Funds and addition to the dissertation (not the full dissertation) – Applications due to Richard Inouye by Nov 21st.

11. **WRGP Nominations [Richard]**
    - Covers the out of state portion of tuition for students from 15 western states in 14 programs from 11 departments. New program nominations are due by Nov 21st. The program can’t be offered at more than 4 other institutions in the region excluding California. Can be a very valuable recruiting tool.

12. **NRTWE Data [Richard]**
    - The data for this fall has been submitted to Deans and Department heads. The students get a 1 year non-resident waiver. These numbers are for next fall.

13. **Split Form – Students Who Have Not Yet Applied to SGS [Richard]**
    - Remind students to apply to the Graduate School before these forms are submitted.

14. **Questions and Other Notes**
    - We are currently 90/10 in Masters to PhD students – most institutions are in the 80/20 range. Encourage departments to attract more PhD programs and students.
    - Admissions is getting ready for the surge in applications.
    - We will send NRTWE data out
    - We will update the our staff list of responsibilities and send that out