GPC MEETING – April 2, 2014

1. **Welcome/announcements**

   There will not be a GPC meeting in May. The monthly meetings will resume June 4.

   Mike Marino (mike.marino@usu.edu; 797-3741) is a new employee for the Graduate School. He sits at the front reception desk, along with Kurt Adison. Graduate School will be hiring another fulltime processor in the near future, as well as a replacement for DD Leonard who is retiring.

2. **Research Week**

   For information regarding the events for Research Week (April 7-11) go to [http://researchweek.usu.edu/2014/](http://researchweek.usu.edu/2014/).

3. **Application update; numbers through March; forms update**

   At the end of March, admission applications were up nearly 20% over the same time last year.

   A new email address has been set up (gradforms@usu.edu) to receive electronic forms. Now, instead of submitting forms to individuals in the Graduate School, you will submit forms to this new email address. Also, the requirement to submit the Appointment for Exam form has been shortened from 15 days to 10.

4. **Fall orientations**

   Fall orientation for newly arriving international students is August 18. If departments see a conflict with what they are trying to do, contact Rob Llewellyn (rob.llewellyn@usu.edu; 797-1171) in OISS. Their office is willing to send shuttles to the Ogden Social Security Office to facilitate international students obtaining their SSN.

5. **Insurance update**

   All student insurance, both nonsubsidized and subsidized, will now be under Student Services.

6. **Research Waivers**
Some offer letters have been sent to students that do not comply with the requirements for this waiver. (The process and information for the Research waiver are included with the email being sent.)

There will be a change in the codes used for the tuition award pool of money -- there will be one code for resident student and one code for nonresident student. Don’t use the old codes after summer; they will not work.

Please note: Send your list of students who qualify for the Excellence waiver to Richard Inouye (richard.inouye@usu.edu).

7. Commencement

Friday, March 31, is the deadline for names to be in the program. Students can still participate in commencement, if they let Joan know by April 25. Please send the letters of completions for Plan B and professional degrees to Joan.

8. Graduate Program 5-Yr Mid-Review

The 5-year mid-review for the Graduate Programs Review is coming. The Graduate Council will discuss and make suggestions as to how this will be conducted. That information will be shared with the deans for their input.