

## Graduate Administrators' Council

February 8, 2018

Koch Hall Board Room

Attendees: Bryan Porter, Chair, Regina Karp, Chris Osgood, David Cook, Leo Lo, Debbie Major, Bill Heffelfinger, Steve Bell, David Chapman, Karen Eck, Dale Miller, David Swain, Holly Gaff, Clare Dorsey, Wayne Hynes, Pilar Pazos-Lago, Tisha Paredes, Khan Iftekharuddin, and Missy Barber

### Welcome

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There is little expectation that we will get more tuition dollars, so we need to be sure that we get the dollars spent correctly and efficiently. Consequences to not using tuition dollars for tuition.

Graduate Catalog - The CourseLeaf deadline for the text portion of the Graduate Catalog is Friday, February 16, 2018. If you are an associate dean, you should be looking for emails regarding catalog pages for your approval. If you are not receiving them, we ask you to follow-up with the departments to ensure they have been submitted.

GRAD Day – 28 submissions so far. Please encourage faculty to encourage students to participated. The research does not need to be finished in order to present. Colleges are paying for posters, so there should be no cost issue for the students.

Dr. Porter reported that the Graduate School is wo



admissions background. Once the reports are revised, you should have something you can build going forward. Graduate Admissions can only control the admissions side, but will also work with ITS on current students so that we can look at retention numbers. The National Student Clearinghouse tracks student applications, so he will contact them to see where students who don't choose ODU actually go.

Graduate Admissions can send email to students for online advising so they don't have to wait to talk to an advisor for their first semester. It works well when there are a specific set of courses a student should take in their first semester.

Heffelfinger encourages the use of the CRM. Through the CRM, we have so much ability to send communications to students, to target specific populations. If we can get more of the undergraduate students to enroll in graduate programs here, that would be good. That would be a good opening discussion for enrollment planning.

Also, we can identify students who have not completed their degrees and figure out why they are incomplete. We can identify issues and address solutions.

The GRE requirement is another hard philosophical discussion.

It was suggested that we really need a cradle to grave report. We need a report to show students that are awarded. Heffelfinger is committed to working on the colleges or departments behalf to help get what is needed, whatever is need to create your enrollment plan.

Fortunately, graduate enrollment numbers were up in Fall and the same for Spring. Graduate programs are what is needed to keep the U.7 (te8.7 (ro)-17.65.6 (h)-0..65.6 ((05.6 ((050-( F(n)5.3 (a)2.7 (tel)13.6 10.6 (e)5.3 (a)2.7