

Robert Wojtowicz, Chair; Bryan Porter, Richardean Benjamin, David Cook, Khan Iftexharuddin, Jane Dané, Paul Carrant, Karen Eck, David Swain, Regina Karp, Carolyn Neal, Bill Heffelfinger, Dale Miller, Holly Gaff, Wie Yusuf, David Chapman, Debbie Major, Anna Jena, Gail Dickinson, Michael Moore, Chunsheng Xin, Courtney Nishnick, and Missy Barber

- Missy Barber addressed the Summer Pay Rate Formula Clarification added to the minutes from April 17, 2018.
- Minutes were approved as submitted.
  
- Dr. Robert Wojtowicz indicated the Council had some new faces. Introductions were made by all the members.
  
- Jane Dané and Bill Heffelfinger shared the weekly enrollment report. As of the end of the drop/add deadlines for registration, graduate student headcount overall is down by six, and full-time graduate student enrollment is down by 17. FTE is deceptive at the graduate level because 12 credit hours is a full graduate load; however, full-time students only take 9 credit hours. This report included certificate seeking students.
- There was a discussion about different data included on the report. Admission is the same, but the yield has decreased. There will be a new tool to be able to follow applicant data. Training will be provided when the product is ready.
- There was consideration of developing more online programs to increase flexibility for students and increase enrollment. Also, indication was made that graduate students need more encouragement to register early.
- The update concluded with a call for volunteers for the Enrollment Task Force Committee.
  
- Dr. Wojtowicz announced an update to the GAC meeting schedule. GAC will only be meeting once a month for the 2018-2019 academic year. No objections were made.
- Dr. Bryan Porter made an announcement about 2<sup>nd</sup> Wednesdays. After receiving the results of the Quality of Life Survey, The Graduate School paired up with Counseling Services to create a series of events geared toward enhancing the mental health of graduate students.
  - Wednesday, September 12, 2018 – Identifying & Managing Life’s Stressors, James/Lynnhaven River Rooms in Webb Center, 12:00 pm to 1:00 pm.
  - Wednesday, October 10, 2018 – Handling Relationships with Family, Friends, & Faculty; Virginia Beach/Portsmouth Rooms in Webb Center, 12:00 pm to 1:00 pm.
  - Wednesday, November 14, 2018 – Resolving Conflicts, Virginia Beach/Portsmouth Rooms in Webb Center, 12:00 pm to 1:00 pm.
- Dr. Porter announced that Post Doc Appreciation Week is September 16-22, 2018. The Graduate School is hosting an event in acknowledgment.

- Tuesday, September 18, 2018 – Post Doc Appreciation Event: Ice Cream Social, Williamsburg Lawn, 12:00 pm to 1:30 pm.
- Missy Barber spoke on the Graduate Administrators' Workshop & Luncheon. For possible discussion topics or questions to address at, contact her at [mbarber@odu.edu](mailto:mbarber@odu.edu). An email with an RSVP link will be sent.
  - Wednesday, September 26, 2018 – Graduate Administrators' Workshop & Luncheon, location TBA, 8:30 am to 1:00 pm.
- Dr. Wojtowicz announced an update for t