

Graduate Executive Committee Meeting Minutes

August 21, 2025

Meeting Location: Odum Library Rm 1470

Present: Becky da Cruz, Md Ruhul Amin, Susan Boddie, Lenese Colson, Kelly Davidson, Matt Grant, Anne Greenfield, Dixie Haggard, Joseph Jones, John Lairsey, Martha Laughlin, Julie Lester, Mitch Lockhart, Ellis Logan, Mohammad Mohaved, Dee Ott, Connie Porcaro, Arrington Stoll

Proxy: Ellis Logan for Lorna Alvarez-Rivera

Guests: Rosalyn Martinez, Rebecca Petrella, Kristy Clark, Crystal Marshall, Kiley Olchaskey, & Alicia Roberson

The meeting was called to order by Dr. da Cruz at 2:00 pm.

Minutes from April 24, 2025 were approved. Dixie Haggard motioned to approve. John Lairsey seconded. Motion passed: 19 approved – 0 opposed – 0 abstained

Sub/Committee Reports

- **Graduate Research Symposium Debrief** – Dr. da Cruz & Kelly Davidson: Kelly is will be exploring opportunities to grow graduate participation and collaborate with the undergraduate Research Council at next week's meeting.
- **Graduate Student Success** – Dr. da Cruz & Rosalyn Martinez: Chaired by Gwen Ruttencutter and Chris Downey. Shared success of the New Grad Student Kickoff on August 14th. Over 100 students in attendance.
- **Doctoral Program** – Dr. da Cruz: No Update. Meeting set each semester with programs.
- **Graduate Appeals** – Dr. da Cruz: No Report
- **Graduate Faculty Membership** – Dr. da Cruz: The next deadline for Full Grad Status is September 19, 2025 at 5 pm.
- **Graduate Faculty Scholarship** – Dr. da Cruz: The next deadline for faculty travel is September 26 for travel between certain dates.
- **Strategic Graduate Enrollment** – Dr. da Cruz: Discussed the strategic graduate enrollment plan, collaboration with RNL for marketing and recruitment, and the university's goal to grow to 5,000 students by 2030.

Other Business/Topics from the floor

- **Recruitment** – Kristy Clark: Offered collaboration with programs to help with their recruitment efforts. Will be attending an industry fair in October at Middle Georgia and requested materials from programs.
- **Marketing** – Dr. da Cruz: Working with RNL consultants in three phases of 8-10 weeks. The first programs to be marketed are MBA, MPA and CJ. Seeking information on articulation agreements to help nurture those.
- **Admissions** – Rebecca Petrella: In terms of direct admissions, 44 submissions have been received with 14 processed and 30 in progress. Enrollment numbers are currently unavailable. Help setting up SLATE queries to track applicants was offered.
- **Enrollment** – Dr. da Cruz: Shared data, which is also shared with the Provost biweekly. Fall 2025 is 2.5% higher than last year at the same point. Enrollment is increasing year-to-year.
- **Retention Efforts** – Rosalyn Martinez: Described ongoing efforts to improve graduate student retention, including data review, outreach to non-registered eligible students, and support for students facing academic challenges.

- **Graduate Assistant Updates** – Dr. da Cruz: Last February, all divisions informed of new allocation model. Shared hiring timelines.
- **AGS & SGA Updates** – Kiley Olchaskey: The first AGS meeting will be held on August 26, 2025. AGS meetings are the last Tuesday of each month in Odum/online. There are two vacant positions. No SGA updates.
- **Dr. Alicia Roberson – Presentation on DegreeWorks & Course Program of Study (CPOS)**: The Director of University Advising's discussion consisted of how full-time enrollment is defined, impacts to financial aid eligibility, and changing DegreeWorks to support graduate students. Members were asked to review their graduate programs in DegreeWorks, prepare course subs early, and share updates with their departments in advance of new federal requirement taking effect next summer.
- **Items from the Floor** – Dr. da Cruz: None

Motion made to adjourn at 3:29 pm

Next AC Meeting: September 8, 2025

Next GEC Meeting: September 11, 2025

Rosalyn Martinez
Program Coordinator

Becky K. da Cruz
Dr. Becky da Cruz, Associate Provost
for Graduate Studies & Research