Graduate Affairs Committee Minutes

February 11, 2013

Members Present: Robert A. Vaughan, Jr. (Chair), Patricia Smith, Tom McIlwain, Ken Nguyen, Richard Pearce-Moses, Deborah Deckner, Linda Nash, William Hong, Craig Hill, David Williams, Lynn Stover, R. B. Rosenburg and Mari Roberts.

Members Not Present: Celeste Walley-Jean, Betty Lane, and Ali Dadpay.

Meeting called to order by Dr. Vaughan at 2:00 p.m.

The minutes from January 14, 2013 Graduate Affairs Committee meeting were reviewed. A motion to approve the minutes without any changes was made by Pearce-Moses, seconded by Roberts and approved by the Committee.

Patricia Smith provided an update on the catalog subcommittee. She indicated the committee met and divided the catalog sections among themselves. Each member was working to revise their respective section. She indicated she was working with Elizabeth in the School of Graduate Studies to eliminate some of the redundancy in the degree program sections. These sections will be sent to the Graduate Program Directors for review once they were updated. The estimated time line to complete the updates to the catalog is the end of March.

Richard Pearce-Moses indicated the Graduate Affairs subcommittee had not yet met. He indicated there would probably be no specific aspects of the document to update, but he would contact James Keebler on Faculty Senate to determine what changes to the document originally submitted might have been made by that body. He will present this information at the next meeting.

David Williams indicated the Graduate Faculty subcommittee had not yet met. However, they would be meeting in the next week and information will be presented at the next meeting.

The Out of State Tuition waiver subcommittee did not have any updates to present but they would speak with Ali Dadpay regarding information to present at the next meeting. They were in the process of developing an application that students could use to request a waiver.

Dr. Vaughan indicated the University’s Academic Conference is now open to graduate students. He asked everyone to let students know about this opportunity and to encourage their participation. The Deadline for proposals is February 22. Students who participate in outside conferences might be eligible for conference registration and mileage reimbursement. Graduate Program Directors and/or students are encouraged to contact the School of Graduate Studies for more information.

Meeting adjourned at 2:50 p.m.

Respectfully Submitted by Elizabeth Taylor