

Graduate Affairs Committee Minutes  
October 19, 2015

Members Present: Robert Vaughan (chair), Elliot Krop, Celeste Walley-Jean, Charlie Harris, Susan Copeland, Craig Hill, Reza Kheirandish, Victoria Foster, Jason Davis, Judith Ogden, Thomas McIlwain, Erin Nagel,

Members Not Present: Joshua Kitchens, Chris Raridan, Melanie Poudevigne, JunFeng Qu, Patricia Smith, Charles Elfer, Samuel Maddox, Kelli Nipper, Dennis Attick, Emily Harbert, Mari Roberts.

Meeting called to order at 1:00 p.m.

The minutes from September 14, 2015 Graduate Affairs Committee meeting were reviewed. A motion to approve the minutes was made by Copeland and approved by the Committee.

The Committee reviewed the Graduate Faculty applications listed below:

- Todd Curtis (Ph.D.), College of Health (Affiliate) – recommendation to approve was made by McIlwain, seconded by Walley-Jean, approved by the Committee.
- Susan Sanner (Ph.D.), College of Health (Full) – recommendation to approve was made by Copeland, seconded by McIlwain, approved by the Committee.

Dr. Vaughan reviewed the information on the Graduate Director 2015 evaluation document with the committee. The committee did not have any questions or concerns with the document so it will be used as the basis for the Graduate Dean's 2015 evaluation of the Graduate Directors. The committee agreed with the assessment.

Dr. Vaughan reviewed the Graduate Director Job description document with the committee. A subcommittee was appointed to review and update the document. The subcommittee is Susan Copeland (chair), Jason Davis, Victoria Foster, Judith Ogden, and one coordinator to be determined. The subcommittee will present the revised document at a future Graduate Affairs meeting.

Dr. Vaughan reminded the committee spring 2016 registration starts November 2 and that the recommended spring 2016 graduate application deadline is November 15. The next Graduate Open House is Thursday, November 12 and the Graduate Hooding will be held on Friday, December 11.

Meeting adjourned at 2:00 p.m.  
Submitted by Elizabeth Taylor