

Graduate Affairs Committee Minutes  
August 10, 2015

Members Present: Robert Vaughan (chair), Dennis Attick, Emily Harbet, Celeste Walley-Jean, Charlie Harris, Jason Davis, Susan Ashford (for Melanie Poudevigne and Victoria Foster), Susan Copeland, Craig Hill, John Bryant (for Thomas McIlwain), Erin Nagel, and Mari Roberts.

Members Not Present: Patricia Smith, Charles Elfer, Samuel Maddox, Judith Ogden, Elliot Krop, Kelli Nipper, Joshua Kitchens, Chris Raridan, and JunFeng Qu

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

The minutes from May 11, 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:

- Lou Orchard (Ph.D.), College of Business (Full) – recommendation to approve was made by Hill, seconded by Bryant, approved by the Committee.
- James Joy (D.O.), College of Health (Affiliate) – recommendation to approve was made by Walley-Jean, seconded by Roberts, approved by the Committee.

The committee requested the addition of 1) the comment “forwards to other college dean for comments” be added to #4 and 2) move the first two paragraphs to the end of the document. A motion to approve the document with the proposed changes was made by Roberts, seconded by Copeland, and approved by the committee.

Dr. Mari Roberts discussed some of the new innovations that will be occurring in the Center for Academic Success. The Center will be working more closely with faculty in the future. The Center will also provide academic counseling and tutoring (face to face and on-line) for students. A new program available in the Center is CARE, which is dedicated to helping struggling students. There are other initiatives and programs that will unveiled throughout the semester.

Dr. Vaughan will send a doodle poll to members to discern the best meeting time for the fall. He provided members with a fall enrollment update and encourage members to follow up with students who might have not yet registered. He discussed the evaluation process that will be used when he prepares the evaluation for the Graduate Directors for the next review cycle. A job description and rubric will developed and given to everyone for review before being implemented.

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