

Graduate Affairs Committee Minutes  
February 8, 2016

Members Present: Robert Vaughan (chair), Celeste Walley-Jean, Charlie Harris, Susan Copeland, Craig Hill, Reza Kheirandish, Judith Ogden, Thomas McIlwain, Erin Nagel, Joshua Kitchens, Melanie Poudevigne, Mari Roberts.

Members Not Present: Victoria Foster, Jason Davis, Elliot Krop, Chris Raridan, JunFeng Qu, Patricia Smith, Charles Elfer, Samuel Maddox, Kelli Nipper, Dennis Attick, Emily Harbert

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

The minutes from November 9, 2015 Graduate Affairs Committee meeting were reviewed. A motion to approve the minutes was made by Walley-Jean and approved by the Committee.

The Committee reviewed the Graduate Faculty applications listed below:

- Carin Lightner-Lewis (Ph.D.), College of Business (Full) – recommendation to approve was made by McIlwain, seconded by Hill, approved by the Committee.

Susan Copeland presented the Graduate Director Job responsibilities subcommittee report. The committee reviewed the suggested changes and a motion to approve the document was made by Ogden, seconded by McIlwain, and approved by all.

Susan Copeland presented the changes for the MALS 6999 course. The course will be changed to a variable hours (1-3) course. A motion to approve was made by Copeland, seconded by Kitchens, and approved by all.

Vaughan reported to the committee that the number of cross listed courses for the English degree proposal was being reviewed by the Office of Academic Affairs to confirm it did not exceed the number allowed by Clayton State and SACS.

Vaughan asked the committee to ensure their students were registered for summer semester and that the March open house was moved to March 17. The original date was during spring break.

Meeting adjourned at 2:37 p.m.  
Submitted by Elizabeth Taylor