

Armstrong Atlantic State University
Minutes of the Graduate Affairs Committee

April 14, 2009

Board Room, Burnett Hall at 2:30 pm

The Graduate Affairs Committee met at 2:35 pm in Burnett Hall, Room 125. The following members were present: Drs. Donna Brooks, Patricia Coberly, Elizabeth Crawford, Joey Crosby, Becky daCruz, Robert LeFavi, Mark Finlay, Christopher Hendricks, Stephen Jodis, Michael Mink, Anita Nivens, Patrick Thomas, Anne Thompson, and Pat Wachholtz.

Guests: Drs. Russell Watjen, Associate Vice President for Academic Affairs and Enrollment Services, Lorrie Spencer, Special Education, Christine Bild, GSCC, and Ms. Jill Bell, Director of Graduate Studies.

I. The minutes of the March, 10, 2009 meeting were approved as presented.

II. Subcommittee Reports

- Dr. Patricia Coberly, Chair, Graduate Faculty Sub-Committee. The names below were presented for approval by the GAC.

| Name | Department | Status |
|--------------------|------------|---------------------------------|
| Mr. Frank Katz | IT | Reappointment to Temporary |
| Dr. Michael Mahan | MGED | Reappointment Initial Associate |
| Dr. Reginia Rahimi | MGED | Reappointment Initial Associate |

Motion was made and the names were approved to accept the recommendation of the committee for Graduate Faculty Status membership.

The Graduate Faculty Status Sub-committee proposes to change the terms and category levels of graduate faculty membership. After a brief discussion, it was recommended the item be tabled until the next GAC meeting. Members were asked to read the hand out provided (Principals, Categories, Criteria and Opportunities for Graduate Faculty Membership prepared by the Graduate Faculty Services Sub-committee, April 2009) and be prepared to discuss the draft. (A copy of the draft is attached)

- Dr. Kalenda Eaton, Chair, Graduate Curriculum Sub-Committee – No Items to submit for GAC approval. Curriculum items are pending. A GAC meeting in May is necessary.

III. Joey Crosby – Provided a hand out for the new Bursar’s policy on payment of tuition and fees. Visa will not be accepted for payment of tuition. Visa will only be accepted for payment of fees and fines.

IV. Christine Bild –GSCC Representative – GSCC spring event cookout will be held Thursday, April 30, from 3 to 6 pm in Shearhouse Plaza next to the bookstore. The GSCC webpage is currently under construction. Funding request and forms for 2009 - 2010 will change. Students receiving funds will be asked to write about their experience. Their record of experiences will be to be kept on file and on the GSCC website. Grant Workshops are being planned. GSCC elections will be held in May for the coming year.

V. Jill Bell – Director of Graduate Enrollment Services – List of degree candidates (119) were distributed and after discussion and corrections noted, motion was made, seconded and approved to except the list of candidates pending completion of the requirements for their degrees. Ms. Bell discussed BOR economic waivers. Applications for waivers are awarded every year at the beginning of fall semester.

VI. Other Business

– Sub-Committee Membership:

Members were asked to think about options on how to choose At-Large members and sub-committee members for next term and a system within those committees for member rotation. Drs. Coberly, Eaton, Kraft are asked to prepare a list of members who have served on committees for the last five years for the May meeting. After discussion, Motion was made, seconded, and approved to elect sub-committee chairs and committee members from those who serve on the Graduate Affairs Committee.

– Dr. Hendricks announced that the By-Laws were accepted by the faculty senate.

A special called meeting will be held Tuesday, May 5, 2009.

Meeting adjourned at 2:58 pm

Respectfully submitted

Linda C. Hansen

Attachments