

Armstrong Atlantic State University
School of Graduate Studies
Minutes of the Graduate Council Meeting
Tuesday, December 13, 2005

The Graduate Council met at 2:30 p.m. in Burnett Hall, Room 125. Those in attendance: Mike Price (chair), John Hobe, Maryellen Cosgrove, Nikki Palamiotis (visitor), Anita Nivens, Steve Jodis, Ray Greenlaw, Ray Hashemi, Trish Coberly, Joey Crosby, Tim McMillian, Joyce Bergin, David P. Adams, Dick Nordquist, Barry Ekert, Ed Wheeler, Jane McHaney and Melanie Mirande(guest).

I. The minutes from the November 8, 2005 meeting were approved.

II. Standing Committee Reports:

Curriculum Committee – minutes from the December 7, 2005 meeting were approved.

Graduate Faculty Status and Activities Committee – No report

III. No Report from GSCC.

IV. Report from the Assistant VP:

- a) Graduate Appeals Process-Council reviewed draft of proposed process. Instead of using the term "reverse", the term "adjudicate" will be used. Also, the process will state, "The appeal will be forwarded to the appropriate Program Coordinator, Department Head and College Dean, respectively for consideration." Nikki Palamiotis will e-mail a draft to Council members.
- b) Graduate Catalog-consider changing to electronic version, which will create a cost savings that may be used for recruiting.

V. Report from the Director of the Graduate School

- a) The deadline for submitting graduation applications is not being observed. Coordinators are asked to ensure that students have applied for graduation two semesters prior to anticipated graduation date due to ordering diplomas and listing in program book
- b) There is a new form for the comprehensive exam and thesis.

VI. Melanie Mirande discussed ideas for recruiting more students. She asked Council members to provide contacts that she may send materials. The Council that there needs to be more advertising resources and appropriate delegation resources for marketing.

The next meeting of the Graduate Council will be held on January 10, 2006.

Respectfully submitted,

Natasha Beckett
Coordinator of Graduate Faculty Services