

**Graduate Committee Regular Meeting Minutes**  
 University of North Dakota  
 May 11, 2009 – Twanley, Room 404

**Chairing the Meeting:** Kimberly Porter  
**In attendance:** Julie Anderson, Shelby Barrentine, Joseph Benoit, Cindy Flom-Meland, Tony Grainger, Pamela Kalbfleisch, Patrick Luber, Tim O'Keefe, William Semke, and Wayne Swisher  
**Not in attendance:** Bruce DiCristina, Jennifer Heth (GSA), Mark Hoffmann and Michael Loewy,  
**Others in attendance:** Linda Campbell, Recording Secretary

Agenda Item	Discussion	Action
Meeting Called to Order	3:05 P.M.	Kimberly Porter
Approval of Minutes	The minutes from the April 27, 2009 Motion: "Move to accept the minutes". Vote: 8-yea 1-nay (Kalbfleisch/Anderson)	Approved
Old Business	None	None
New Business	<p><b>Program Review</b></p> <ul style="list-style-type: none"> <li>Masters of Public Administration</li> </ul> Motion: "Move to accept report". Vote: Unanimous Discussant: <i>Wayne Swisher</i> (Semke/Kalbfleisch)	Approved
Matters Arising	<ul style="list-style-type: none"> <li>Department Program Survey Report Results:                              A Survey was sent out to all the graduate programs on campus for feedback on the use of 300-400 level classes for graduate credit. A total of 17 programs of the 65 responded. Subcommittee results were discussed                              Motion: "Move to accept the report"                              (Barrentine/Grainger)                              Vote: Unanimous</li> <li>Online Application:                              The Dean brought the membership up-to-date on the progress of the online application.</li> <li>Communication Program:                              The Dean informed the committee that the faculty search for Communication faculty has gone very well. At least four new faculty will begin in August. He</li> </ul>	Approved

	<p>is optimistic about restoring admissions to the doctoral program next year.</p> <ul style="list-style-type: none"> <li>• Recruitment Specialist Position: The Recruitment Specialist position search in the graduate school has gone external. There was a sizeable applicant pool to choose from. Telephone interviews have been conducted. References are being checked and we are looking to make an offer by next week.</li> <li>• Full-Time Associate Graduate School Dean: The process has been worked through to attain Dr. Swisher as the full-time Associate Dean with the Graduate School for the next year.</li> <li>• American Council of Educations (ACE) Fellow: Dr. Pamela Kalbfleisch has been selected as an ACE Fellow. She will be going to another campus and is requesting a 1-year leave from her commitment to the Graduate Committee.</li> <li>• Handling of Tuition Waivers: Question was raised as to how the tuition waivers will be handled – through the departments or at the grad school? Dr. Benoit is scheduled to meet with the provost to discuss this issue.</li> </ul>	
Adjourn	Meeting ended at 4:22 P.M.	

  
 Chair of Graduate Committee

  
 Date