

Graduate Committee Regular Meeting Minutes
 University of North Dakota
 October 27, 2014 – Montgomery, Room 20

Chairing the Meeting: Paul Todhunter

In attendance: Sharon Carson, Dana Harsell, Naima Kaabouch, Kim Kenville, Robert Newman, Andrew Quinn, Jan Stube, Margaret Zidon, and Wayne Swisher

Not in attendance: Hans Broedel, Josh Bronfman, Ann Flower, and Jesse Rhoades

Others in attendance: Linda Campbell – Recording Secretary

Agenda Item	Discussion	Action
Meeting Called to Order	3:11 PM	Paul Todhunter
Approval of Minutes	<p>The minutes from October 13, 2014 <i>Paul Todhunter</i></p> <p><u>Motion:</u> “Move to approve”. (Quinn/Carson)</p> <p><u>Vote:</u> Approved – Unanimous</p>	Approved
Old Business	None	
New Business	<p><u>Education</u> <i>Discussant: Margaret Zidon</i></p> <p><u>Educational Foundations & Research</u></p> <ul style="list-style-type: none"> • EFR 523 – Structural Equation Modeling <ul style="list-style-type: none"> ○ Request for a new course <p><u>Motion:</u> “Move to approve contingent on completion of the current ‘New Course Request Budget Worksheet’, as attachment to request”. (Harsell/Kaabouch)</p> <p><u>Vote:</u> Approve – Unanimous</p>	Approved

	<p><u>Graduate Student Grievance</u> <i>Discussant: Paul Todhunter</i></p> <p>The process of Graduate Student Grievance was discussed.</p> <p><u>Cross Listing Courses</u></p> <p>A brief discussion was conducted on the issue of cross listing courses. Dr. Todhunter is hoping to meet with the Registrar, the Representative of the Provost to the University Curriculum Committee and the Dean of the School of Graduate Studies to discuss this issue, and will keep the committee informed.</p> <p><u>Mark Danes</u> <i>Discussant: Wayne Swisher</i></p> <p>Mr. Mark Danes has been hired to replace Susan Caraher (The School of Graduate Studies, Director of Marketing). His title is 'Marketing, Communications & Special Project Administrator'. Mr. Danes brings an abundance of experience and we welcome his expertise.</p> <p><u>English Language Center Graduate Student Recruitment</u></p> <p>Representatives from the English Language Center have visited Dr. Swisher, trying to encourage the School of Graduate Studies to adopt their process for conditional admission as a recruitment tool for international students. The process was explained to graduate committee members. Dr. Swisher informed the committee that Michael Hirschberger (Recruitment and Enrollment Management Officer) and Laura Look (Assistant to the Dean/Interim Director of Admissions), will be visiting with program directors and chairs on the possibility of this action. The committee will be informed of the results of these meetings.</p>	
Matters Arising	None	
	Meeting Adjourned at 3:50 PM	


 Chair of Graduate Committee

3 November 2014
 Date