

professional issues hours, and the proposals change required guided electives. Motion was made to approve with amendments; seconded. The proposals were approved.

1. 2016 Graduate Student Symposium Call for Nominations: This year's symposium is scheduled for Friday, April 22, 2016 in the UC. A call for nominations was sent out to graduate faculty. The deadline to submit nominations - March 4. The Graduate Assistant of the Year ceremony is also scheduled for April 22 (at 3:00 pm in the Cypress Room). Participants of that event will be invited to step across the hall for the symposium and refreshments.
2. Recruiting Event – March 1 in the Student Union: An application fee waiver will be available. Contact Michelle Jordan if interested in having a table for your program.
3. Graduate Program Marketing: James LaPlant said that available funds have been expended, but send him marketing requests for end-of-year funds. Departments are reviewing budgets and end-of-year requests. Also, funds for summer GAs are good to go. Michelle will be contacting supervisors about renewals. Plans to cut future budgets do not include cutting the GA budget. He should know after April what funds are actually available for recruiting purposes.
4. Faculty and Dissertation Committees: James LaPlant reported that his graduate assistant is working with Don Leech (COEHS) to set up a listing in Digital Measures for identifying faculty in similar research areas. The COEHS list of faculty to serve on dissertation committees can be expanded campus-wide to assist students and faculty in identifying committee members.
5. Student Success Center Tutors: Two graduate student tutors are available to assist students as they write papers, theses, and dissertations. Check the Writing Quality Task Force web page or contact the SSC for information.
6. Electronic Application Process: Meetings have taken place to review available technology for submission of applications and supporting material. Plans are to have a paperless process in place by fall 2017.

Motion was made to adjourn, seconded, at 3:02 pm.

Teresa Williams
Teresa Williams, Recorder

James T. LaPlant
James T. LaPlant, Ph.D., AVP for Research
and Dean of the Graduate School