

**Graduate Academic Policies and Procedures**  
**Orientation Meeting Minutes**  
**September 4, 2015; 9:00 am – 1:00 pm**  
**122 Roan Mountain Room, Plemmons Student Union**  
**(Approved September 21, 2015)**

1. Call to order, introductions and welcome - Dr. Max Poole
2. Overview presentation of The School of Graduate Studies – Dr. Max Poole
3. Recruitment and Admissions – Mr. Dontrell Parsons
4. Student Financial Assistance – Ms. Marty Hall
5. Graduate Student Services – Dr. Rob Sanders and Dr. Max Poole
6. Graduate Faculty – Ms. Marty Hall
7. Greetings and comments for the Chair of the Faculty Senate – Dr. Paul Gates
8. Organization of Graduate AP&P

A. Election of Chairperson:  
Dr. Marie Hoepfl

B. Election of Deputy Chairperson:  
Dr. Mark Bradbury

C. Graduate Curriculum Subcommittee:  
Members:  
Mr. John Abbott (voting)  
Dr. Mark Bradbury (voting; Deputy Chairperson)  
Ms. Patty Dale (Registrar's Office; non-voting)  
Dr. Audrey Dentith (voting)  
Dr. Elizabeth Graves (voting)  
Dr. Holly Hirst (voting)  
Dr. Denise Levy (voting)  
Dr. David Shows (voting)  
Dr. Jennifer Snodgrass (voting)  
Dr. Robert Sanders (Graduate School liaison)

D. Graduate Policies and Assessment Subcommittee  
Members:  
Dr. Marie Hoepfl (voting; Chairperson)  
Dr. Scott Collier (voting)  
Dr. Bill Pollard (voting)  
Dr. Tracy Smith (voting)  
Dr. Susan Staub (voting)

Mr. Tyler Steelman (voting; GSAS representative)  
Mr. Max Poole (Graduate School liaison)

5. Greetings and comments from the Provost – Dr. Darrell Kruger
  
6. Brief description of upcoming policy/practice issues – Dr. Max Poole
  - A. Graduate program review
  - B. Process of Graduate Faculty nominations & review
  - C. Structure of dual degrees
  - D. Hardcopy requirement of theses/dissertations
  - F. Accelerated admissions issues
  - G. Tuition surcharge issues
  - H. Cohort vs. rolling DE admissions models
  - I. Administrative housing of interdisciplinary certificates
  - J. Articulation of certificates with degree programs (GRE role)
  
7. Closing comments and Adjournment – Dr. Marie Hoepfl