



# Memorandum

**TO:** Graduate Council Members

**FROM:** Rebecca Schneider, Chair  
Graduate Council 2015-2016

Patricia R. Komuniecki  
Vice Provost for Graduate Affairs and  
Dean, College of Graduate Studies

**DATE:** September 3, 2015

**RE: Graduate Council Meeting**  
**Tuesday, September 8, 2015, 12:30–2:00 p.m.**  
**Health Science Campus, Health Education Building, Room 103**

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## Agenda

- A. Call to Order, Roll Call and Approval of Minutes of May 5, 2015.
- B. Executive Reports
  - 1. Report of the Executive Committee of the Graduate Council – Dr. Rebecca Schneider
  - 2. Report of the Graduate Student Association – Mr. Eric Simpson, Treasurer
  - 3. Report of the Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies – Dean Patricia Komuniecki
- C. Information and Discussion Items
  - 1. Election of At Large Officer (HSC) to replace Dr. Kelly Phillips
  - 2. Syllabus Guidelines for Graduate Education -Ms. Heather Huntley, Director of University Accreditation and Program Review
- D. Standing Committee Reports
  - 1. Curriculum Committee – Dr. John Plenefisch
  - 2. Membership Committee – Dr. Mohamed S. Hefzy
- E. Old Business
- F. New Business
- G. Adjournment

### College of Graduate Studies

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