

Graduate Committee Meeting Minutes  
 University of North Dakota  
 October 11, 2004 – Twamley Hall – Room 305

**Chairing the Meeting:** Katherine Norman

**In attendance:** Robert Andres, Joseph Benoit, Albert Berger, Anthony Bevelacqua, Michael Gaffey, Tom Gilsdorf, Kenneth Hansen, Margaret Healy, Glenda Lindseth, Jonathan Lovseth, Renee Mabey, Staci Matheny, Charles Moretti, Katherine Norman, Cynthia Shabb, Richard Shafer, and Paul Todhunter.

**Others in attendance:** None

Agenda Item	Discussion	Action
Meeting Called to Order	3:08 pm	Katherine Norman
Approval of Minutes	The minutes from the September 27, 2004 were reviewed. <b>Motion was made to approve the minutes.</b> Newly elected (incoming) members and those not present at the September 27, 2004 meeting abstained. (Berger/Gilsdorf)	<b>Approved: 7</b> <b>Abstentions: 6</b>
Welcome and Introductions		
Continued review of Graduate Faculty nominations	Clarification was given as to questions the committee had on some nominations.	
	<b>Adjourn 3:26 pm.</b>	
	<b>Reconvene 3:34 pm.</b>	
Nominations for Chair and Vice-Chair	Katherine Norman was nominated for the position of Chair of the Graduate Committee. (Mabey/Shofer)  Albert Berger was nominated for the position of Vice-Chair of the Graduate Committee. (Shofer/Hansen)	<b>Approved</b>  <b>Approved</b>
Overview of Committee responsibilities and charge	An overview of the committee responsibilities and charge was given by Dean Benoit.	

Matters Arising	Katherine Norman presented an in progress report from the subcommittee on International Student Admissions. Recommendations were made to present this to the Graduate Committee in November.	
	<b>Meeting Adjourned 4:40 pm.</b>	

Katherine Norman  
Chair of Graduate Committee

11/03/04  
Date