**Graduate Council Meeting Minutes**

**August 25, 2015**

Attending: Kambiz Farahmand, Kathryn Gordon, Brenda Hall, Joel Hektner, Meredith Irsfield, Samee Khan, Rhonda Magel, Jennifer Momsen, Jennifer Odom, Brandy Randall, Verena Theile, Nan Yu

**Meeting Minutes**

Kathryn made a motion to approve the meeting minutes from April 22. Brenda Hall provided the second. Motion carried.

**Report of Exams**

Dean Wittrock presented an updated Report of Final Exam. The remarks section is more inclusive. Revisions were suggested and an updated form will be brought to the next meeting.

**Graduate Assistantship Contracts**

A contract for graduate assistantships is now required to be completed and attached to hiring forms. This form will formalize expectations for both the student and supervisor.

**Discussion**

The Dean is putting together two subcommittees: Curriculum (course/program proposal review) and a group to review the Affiliate Graduate Faculty nomination documents.