I. Announcements – There was a brief review of the new QE requirements – Students completing 18 course credits in May 2009 must take the September 10 & 11, 2009 QE. Professor Amano mentioned that the CEAS website now has each department’s QE Guidelines and Sample Exams. GPSC Representatives are asked to review and update their department’s information for both guidelines and sample exams.

II. Automatic Consent Business – Minutes from Meeting #4 – December 5, 2008 – Approved as written

III. Old Business – None

IV. New Business –

A. Course Action Request
   CS-537 Introduction to Operating Systems Change
   Professor Hosseini attended to explain the reason for course change
   Motion/Second (Amano/Petering) to approve. Motion passed.

B. Review of Graduate Forms
   1. Independent Study Guidelines and Proposal/Approval Form – Discussion included eliminating chair signature, reviewing a draft prior to submission but the decision was to keep current form – a sample Independent Study proposal will be available online.
   2. Change of Graduate Advisor Form – Discussion included allowing advisor change only at the end of a contract date for funded (PA, TA, RA) students and scheduling a student meeting with associate dean prior to approval. It was decided to review a draft version at a later meeting.

V. Adjournment – 12:40 p.m.

Respectfully submitted,

Betty Warras, Recording Secretary