GRADUATE PROGRAM SUBCOMMITTEE
Minutes of Meeting #2
Friday, November 13, 2009 EMS 538
11:00 a.m.

Present: Professors R. Amano (Chair), N. Abu-Zahra, J. Boyland, J. Li, Y. Li, A. Mafi, V. Nanduri, L. Ying, Associate Dean Yu, ex officio, Betty Warras (Recording Secretary)

Professor Amano called the meeting to order at 11:05 a.m.

I. Announcements – Spring Qualifying Exam is February 4 and 5, 2010. Tentative locations are EMS 715/Thursday (02/04) and EMS E250/Friday (02/05)

II. Automatic Consent Business – Minutes from Meeting #1 – October 2, 2009 – Approved as written; Closed Minutes from same meeting also approved as written

III. Old Business – None

IV. New Business
   A. Course Action Request
      MAT-443 Transport and Kinetics in Materials Processing Change Motion/Second (Boyland, J. Li) to approve. Motion passed.
   B. Maintaining files on Qualifying Exam Motion (w/Amend)/Second (Boyland, Abu-Zahra) Maintain files in Graduate Programs Office for one (1) year or length of time needed in the event of an appeal before taking action to destroy. (Beginning Jan 2010) Motion will be announced at December Faculty meeting and GPSC Representatives are asked to communicate this information to their respective departments.
   C. Qualifying Exam Submissions from Departments
      The committee discussed the submissions from Electrical, Materials and Mechanical and agreed to have the information posted to the CEAS web site. Civil, Computer Science and Industrial are still in the process of updating their information and will submit them at a future GPSC meeting.

V. Adjournment – 11:45 a.m.

Respectfully submitted,

Betty Warras, Recording Secretary