Dewar COE Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meeting associated with the COE. Statutory committees are required to maintain formal minutes. The completed form should be filed according to approved COE policies and procedures.

Committee/Group Name: Cd 17

Chairperson/Responsible Contact: E. Wiley

Purpose of Meeting: Discuss graduate faculty list and if needed for dissertation committee; issue with Banner/Blazerview students being dropped; question about having a staff person who is responsible for completing program reporting tasks. Reviewed frequency of Program Reports. Program Coordinator meeting today. Proof rolls due.

Date: 3/26/14 Time: 1:30 Location: BUN 226 SLP

Departments/Groups/Agencies Represented: EW, IS, SD, EH, DK, ND

Primary Outcomes:

Actionable Items/Planned Follow-up: Complete PRS, ask colleague to review; submit proof rolls.

11/15/2012