I. CALL TO ORDER:

II. ROLL CALL OF MEMBERS

Members: Chris Tom, Phil Saccone, Janakiraman Balachandran, Alexander Gutierrez, Kaitlin Flynn, Brooke Horton, Ryan Roberts, Erin Sullivan, Julian Bahr, Chuky Mbgawu

III. OUTSTANDING ACTION ITEMS

a. Update from Chris about scheduling with the deans for the town hall/lunch with the deans.
b. Thanks for GS BOR comments!
c. Thanks for everyone liking our FB page!

IV. BUDGET REQUEST UPDATE

a. Lunch with the Deans
   i. Approved for $1200 ($200 is a buffer) for food, soda and utensils
b. Forum on Women’s Issues
   i. Approved for $275 ($65 is a buffer); $95 for coffee/tea, $72 for pastries, $40 for advertising

V. ESTABLISH PROJECT LEADS

a. What is a project lead? See Attachment 1.
b. Identify personal preferences and make assignments
c. Discuss next steps (goals, deadlines, plans of action and resources needed)

VI. FINALIZE GRAD STUDENT BILL OF RIGHTS DRAFT

a. Discuss version with incorporated edits. See attachment 2.
b. Put the draft to a vote to go forward to the RSG board

VII. COURSE EVALUATION BANK RESOLUTION

a. Synopsis of the project goal
b. Update on status
c. Requests for the committee input
VIII. ORPHANED AGENDA ITEM?
   a. Students with disabilities / Assistive Technology – follow up on progress;
      potentially get Laura Patterson to speak

IX. OPEN DISCUSSION

X. ADJOURNMENT:
ATTACHMENT 1
Project leads

Academic Affairs Committee Agenda Items 2013-2014
Chris Tom, Phil Saccone, Janakiraman Balachandran, Alexander Gutierrez, Kaitlin Flynn, Brooke Horton, Ryan Roberts, Erin Sullivan, Julian Bahr, Chuky Mbgawu

Below are the agreed upon agenda items for the AAC during the 2013-14 academic year. Project managers are not to bear the brunt of the entire project, but rather are in charge of the delegation of tasks, bi-weekly presentation of progress to the AAC, as well as, ensuring that all deadlines are met.

Project leads will be in contact with the AAC co-chairs (Chris Tom and Brooke Horton) to set project goals and deadlines by Tuesday, October 8th.

Agenda Items:

1. Journal of Visualized Experiments (JoVE) seminar
2. Graduate Student Bill of Rights to Faculty Board
3. Lunch with the Deans
4. Forum on Women’s Issues
5. Expansion of non-discrimination policy
6. Course Bank