

**Graduate Administrators Council (GAC)**  
**Minutes for Thursday, May 31, 2012**  
**Koch Hall Board Room**  
**9:00 am to 10:30 am**

Attending: Brenda Neumon Lewis, Chair, Missy Barber, Ali Ardalan, Richardean Benjamin, Bob Case, Isao Ishibashi, Deanne Shuman, and Robert Wojtowicz

**Approval of April 29, 2012 and May 10, 2012 Minutes**

Minutes were approved for both April 29, 2012 and May 10, 2012 as submitted.

**Announcements/Updates**

Dr. Lewis announced that this meeting was the last meeting of the 2011-2012 academic year. Meetings will resume again in the fall. Judy Bowman will send out a memo in early August requesting names of members for University committees. If Associate Deans know who new/replacement members will be before then, please let Dr. Lewis or Missy Barber know. Meetings for the fall semester have already been scheduled and Missy will send the schedule to current members at the end of the summer.  
Continuance Data for the Spring 2012 Semester

### **International Teaching Assistant Proposal**

Dr. Osgood opened the discussion about creating a new International Teaching Assistant position for the University. He provided a proposal for GAC to review.

Council members agreed that there is a need for a position of this nature; however, identifying a place where the position would best fit has been an issue. It was suggested that since the focus of the position is on effective teaching, that perhaps GAC should partner with CLT and perhaps have Andy Casiello come to a meeting.

It was also suggested that there be a conversation with Dr. deSilva now that the proposal has been prepared to see if a pilot program might be possible.

The English Language Center was suggested as another possibility for partnering for the position.