

**Graduate Administrators Council (GAC)**  
**Minutes for Thursday, September 29, 2011**  
**Koch Hall Board Room**  
**8:30 to 10:00 a.m.**

Attending: Brenda Neumon Lewis, Chair, Missy Barber, Mona Danner, Christopher Osgood, Osman Akan, Isao Ishibashi, Richardean Benjamin, David Selover, Cheryl Baker, Mary Swartz, Deanne Shuman, Ali Ardalan

**Approval of September 15, 2011 Minutes**

- Minutes were approved.

**Announcements/Updates**

- **Graduate Administration Workshop** This event was very well attended and had a good cross section of GPDs and administrative staff. Dr. Lewis thanked the members of the Council that participated.
- **VCGS Graduate Research Forum** Conference to be held February 15, 2012 at the College of William and Mary. The conference will be linked to the Graduate Research Forum. Dr. Lewis advised Council members that the Call for Nominations for student proposals will be out soon and that the deadline will be earlier than normal due to the change of venue. The planning grant is being used to look at ways the Commonwealth public institutions can network to increase minorities and women in STEM fields. It allows for each institution to bring a team to participate in the conference. Dr. Lewis indicated she hopes some of the Council members will agree to be part of the ODU team.
- **Introductions of New Members**

Action Items: Dr. Le