



# Memorandum

**College of Graduate Studies**  
Mail Stop 933  
Toledo, Ohio 43606-3390  
Phone: 419.530.4723  
Fax: 419.530.4724  
e-mail: grdsch@utnet.utoledo.edu

**TO:** Graduate Council Members

**FROM:** Michael Dowd, Chair  
Graduate Council Executive Committee

Constantine E. Theodosiou, Interim Dean  
College of Graduate Studies

**DATE:** December 10, 2007

**RE: Graduate Council Meeting**  
**Tuesday, December 11, 2007, 12:30 – 2:00 p.m.**  
**Student Union 2592**

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## Agenda

- A. Call to Order, Roll, and Approval of Minutes
- B. Report of the Executive Committee of the Graduate Council and the Dean of the College of Graduate Studies
- C. Information and Discussion Items
  - 1) Minimum Documentation Needed for New Graduate Course Proposals
- D. Standing Committee Reports
  - 1) Curriculum Committee
  - 2) Membership Committee
- E. Organizational Reports
  - 1) Graduate Student Association – Ms. Anastasia Mirzoyants
- F. Old Business
- G. New Business
- H. Adjournment