

**MSE-PD Council meeting minutes**  
**September 17, WH4013**

Present: Melanie Agnew, Pam Clinkenbeard, Liesl Gapinski, Rick Mason, Eileen Schroeder, Kelly Witte, John Zbikowski. Absent: Kristina Navarro Guests: Tapan Shah, Ashlynn Mitchell

The meeting was called to order at 9:03 a.m. by chair, Rick Mason

1. Approval of minutes of February 19, 2015  
Kelly motioned to approve, Melanie seconded, unanimously approved
2. Website developments and Marketing (Tapan Shah)  
Discussion of website development, pointing out specific components of Ed/Leadership/HELEAD websites as well as marketing strategies that might be utilized.
3. Graduate query system (Ashlynn Mitchell, ICIT)  
Discussion of how the new system works and some discussion on how could apply to graduate programs.
4. HELEAD 780 proposal (postponed)
5. Items for discussion at future meetings

Meeting adjourned at 10:30 a.m.

Minutes respectfully submitted by Rick Mason, transcribed by Julie Marino 9/17/2015

Minutes unanimously approved October 15, 2015(Gapinski/Zbikowski)