1. Welcome. Brief “reminder” introductions to facilitate face-to-name of attendees, and graduate role played in your unit.

2. Sharing materials from the initial meeting.

3. Special Enrollment (aka: Z-Status qualification/clarification)

4. Hiring procedure for graduate assistants.

5. Solicitation of issues facing programs for discussion and/or requests for information/action that are best served by meetings rather than emails.

6. Future meetings. Proposed: (3rd Tuesdays of alternate months):
   a. February 21 at 2:00 pm.
   b. April 18 at 2:00 pm.

7. Good of the Order.