DEPARTMENT OF FOOD SCIENCE AND TECHNOLOGY
Committee and Graduation Ceremony Assignments
(July 1, 2016 - June 30, 2017)

**Undergraduate Affairs** (Handles most undergraduate matters including recruiting, advising, class schedules, curriculum, petitions, grievances, and program review):

*Reyes (Chair), Dee, Kerr, Pegg*

**Graduate Affairs** (Recruitment of well-qualified graduate students, admits or rejects all applicants to the graduate program, handles petitions from students who request exemptions to stated requirements, makes recommendations to the faculty regarding requests for new graduate-level courses and changes to requirements for M.S., MFT and Ph.D. degrees, recommends nominees for graduate student fellowships/awards, considers any other problems associated with the Graduate program):

*Harrison (Chair), Adhikari, Deng, Kerr, Singh*

**Faculty Awards** (Nominate faculty for teaching, research, extension and professional achievement awards):

*Akoh (Chair), Kong, Mohan, Hung*

**Student Awards** (Nominate students for IFT scholarships, assist students in preparing nomination forms, handle departmental student awards):

*Harrison (Chair), Reyes, Paton, Cavender*

**Computer** (Oversees computer and computer-related purchases that involve general departmental use, plans for long-term computer needs and oversight for departmental computer assistance, audiovisual aids in classrooms, video conferencing equipment and departmental web or other information technology):

*Kerr (Chair), Reyes, Singh, Simmons*

**Seminar** (Organize department seminar series):

*Akoh, Singh, Adhikari*

**Special Events/Public Relations** (Organize departmental tours, programs for visitors and special events; prepare and present exhibits at special events):

*Hurst (Chair), Morris, Simmons*
Woodroof Lecture (Make arrangements, including speaker, lecture room, meal, announcements and brochure for the Annual Woodroof Lecture):

Kong (Chair), Erickson, Mohan, Chen

Phi Tau Sigma (Solicits and endorses nominations for associate and professional memberships):

Kong (GA Chapter Representative), Singh

Alumni Newsletter (Gather information, edit, publish and distribute departmental alumni newsletter):

Harrison (Chair), Lord, Simmons

Athens (Only) Committees

Equipment/Safety/Inventory/Housekeeping (Obtain faculty input on equipment needs for instruction/research and provide prioritized list with justification, address safety-related issues within the department, respond to inspections, attend special classes, keep department informed of safety-related issues, assure that annual departmental equipment inventory is completed in a timely manner):

Pegg (Chair), Paton, Harris

Facilities and Space (Identify facility needs within the department, make recommendations on space allocation, address housekeeping issues within the department):

Harrison (Chair), Cavender, Kerr, Singh, Morris

Staff Awards (Gather information and nominate Athens-based staff for CAES Staff Awards):

Lord (Chair), Cash, Hirsch

List of faculty assigned to participate in commencement ceremony

Fall (December) 2016: Graduate (Diez-Gonzalez, Harrison); Undergraduate (Reyes, Kerr); CAES (Singh)

Spring (May) 2017: Graduate (Mohan); Undergraduate (Reyes, Singh); CAES (Singh)