

Executive Committee
of the
Graduate Faculty Council

MINUTES

November 1, 2006
Whetten Graduate Center – Giolas Conference Room
3:00 P.M.

1. The meeting was called to order at 3:06 P.M. Vice Provost Gregory J. Anderson presided.
2. G. Anderson welcomed Eric Schultz, recently elected as a member of the Executive Committee. Schultz represents the Ecology voting constituency on the Graduate Faculty Council.
3. It was **moved**, seconded, and **passed** without dissent on a voice vote to approve as distributed the minutes of the October 4, 2006 meeting.
4. It was **moved**, seconded, and **passed** without dissent on a voice vote to approve the list of Plans of Study and Dissertation Proposals.
5. G. Anderson introduced Jeffrey Von Munkwitz-Smith, University Registrar, who spoke about issues related to the ongoing course-renumbering process. In particular, members raised concerns about the need to renumber courses presently numbered in the 200 series and which **are not open** to sophomores in the new 4000 series to facilitate identification of these courses for inclusion on graduate plans of study. Preferably, no other courses currently numbered in the 200 series (i.e., courses that **are open** to sophomores) would be renumbered in the 4000 series but instead would be grouped in the 3000 series. Von-Munkwitz-Smith indicated that directives concerning course renumbering had not included guidelines concerning such grouping of courses and that many academic units have submitted course renumbering sequences placing current 200-series courses which are not open to sophomores in the new 3000 series rather than the 4000 series. Von Munkwitz-Smith referred members to information posted on the Web concerning course renumbering.
6. Diane Lillo-Martin, Department Head of Linguistics, was introduced to speak about the work of a Provost's subcommittee on Evaluation of Teaching, which she chairs. Lillo-Martin explained that the subcommittee is studying ways in which UConn can improve upon its current system of evaluating teaching. She said the current system relies on one-dimensional ratings and that it averages ratings of various elements and characteristics which should not be combined. In order to improve feedback to those who teach, the subcommittee is examining methods in place at other institutions. The group's goal is to work toward a new system that employs multiple means of evaluation, including ratings and observations of teaching. In terms of graduate classes, it was noted statistical data concerning teaching effectiveness are of limited use because they are based on few responses due to small course enrollments. It was noted that it may be useful to devise different rating instruments for different kinds of instruction – lecture, seminar, lab, discussion-group, etc. The plan is to evaluate T.A.'s as well as faculty. The subcommittee expects that the resources necessary to implement the new system will be available.

It was agreed that Lillo-Martin will address the Graduate Faculty Council on this topic at the group's November meeting.

7. Ilze Krisst, Assistant Vice Provost for Research, spoke to members concerning the upcoming ethics and compliance training that will be required of all faculty and staff. In particular, she noted that the training that will be required for faculty who have grants will be extensive.

L. Strausbaugh proposed that a "transcript" system be created to assist faculty members in documenting and keeping up-to-date with their ethics and compliance training requirements. Coordination and awareness of upcoming deadlines would be greatly enhanced if such a system were in place, Strausbaugh noted.

It was noted that Krisst should speak to the full Graduate Faculty Council about this matter.

8. There was discussion about creating an *ad hoc* Task Force to draft a Grievance Procedure for graduate students and Post-Docs. G. Clifford, E. Pagoulatos, J. Henkel, and T. Peters agreed to serve. Henkel noted that he will approach James Bourbeau, GFC member and President of the Graduate Student Senate, to serve as well. G. Anderson asked that T. Peters convene the group.
9. J. Henkel updated the group concerning ongoing preparation for the NRC assessments of doctoral programs. He noted that Medieval Studies has been added to the list of disciplines. The Graduate School will pre-populate key sections of the faculty and program questionnaires. All faculty who receive the faculty questionnaire should be encouraged to complete and submit the questionnaire by the posted due date.
10. J. Henkel distributed copies of a recently-printed brochure to be used to recruit doctoral students in the areas science, technology, engineering, and mathematics. He also called attention to a new display that can be used at recruitment fairs and related activities.
11. T. Peters provided an update concerning the Best Practices project and it was agreed that he will report at the December meeting.
12. There were several updates and announcements.
13. Adjournment was at 4:57 PM.

Present: W. Abikoff, L. Achenie, J. G. Clifford, J. Marsden, E. Pagoulatos, E. Schultz, L. Strausbaugh, G. Anderson (Vice Provost), J. Henkel (Associate Vice Provost), G. Maxwell (Associate Dean), and T. Peters (Program Director)

Regrets: J. Barnes-Farrell and D. Cournoyer

Speakers: Ilze Krisst, Assistant Vice Provost for Research
Diane, Lillo-Martin, Department Head, Linguistics
Jeffrey Von Munkwitz-Smith, University Registrar

Respectfully submitted,

Thomas B. Peters
Program Director