

Date: Wednesday, November 30, 2016 @ 3:01 pm to 4:18 pm

Location: Giolas Conference Room

Subject: Executive Committee of the Graduate Faculty Council (EC-GFC) Meeting Minutes Summary

Attendees: Richard Bass, Victoria Blodgett (Ex Officio), Maria-Luz Fernandez, Jane Gordon, Mitchell Green, Barbara Kream (Ex Officio), Charles Mahoney, Etan Markus, Barbara Parziale (Ex Officio, Secretary) and Lynn Puddington.

Absent: Sylvain Deguise, Kent Holsinger (Ex Officio, Chair), and Joseph Loturco.

Guests: Anke Finger and Aida Ghiaei

1. Agenda item number one (1) – Call to order. Moderator Charles Mahoney called to order the regular meeting of the EC-GFC for November 30, 2016 at 3:01 pm.
2. Agenda item number two (2) – Presented for consideration and voting – Approval of the minutes. Moderator Mahoney introduced the minutes of the October 26, 2016 meeting of the EC-GFC. There was a motion offered which was seconded and the motion was adopted in favor by all members present. **Agenda item number two (2) was passed without dissent by verbal agreement.**
3. Agenda item number three (3) – Presented for consideration and voting – *Digital Humanities and Media Studies*. Agenda item number three (3) was presented by Anke Finger. After a brief discussion there was a motion offered which was seconded and the motion was adopted in favor by all members present. **Agenda item number three (3) was passed without dissent by a voice vote.**
4. Agenda item number four (4) – Discussion of ideas to regularize the appointment process for graduate faculty. Barbara Kream explained there is a program review that is held by UConn Health every 7 years. The faculty member is given a statement of what is expected of them. Administration and faculty then discuss the options. More information regarding the process is needed. Therefore, the Executive Council agreed this discussion should be continued at the next meeting when that information could be obtained from the Health Center.
5. New business, updates and announcements.
 - a. Aida Ghiaei briefly discussed a new certificate program for MEng on Site Remediation. He was invited back to the January meeting to make a detailed presentation.
 - b. The new 30 credit rule for Master’s study was again discussed. It has been decided that for Master’s Plan A students nine (9) credits will come from research and the remaining 21 will be determined by the individual department.
 - c. Two vendors for The Graduate School application process will be back in the spring to make presentations.
 - d. The Behavioral History Review Committee (BHRC) is the oversight committee for those students flagged as needing behavioral evaluations before their applications are released to the departments. When a student affirmatively replies to either or both of the behavioral questions the process begins by being reviewed at The Graduate School. If it is determined to need further review it goes to Cathy Cocks in the Community Standards Department. The full committee will meet if Cathy deems there is need for further discussion. The meetings are timed around the deadlines of the departments to which the student(s) have applied.
 - e. The Emerging Scholars Travel Award proposal is very close to completion and should be ready when interim Provost Jeremy Teitelbaum takes office.
 - f. The Council bid farewell to Richard Bass as he leaves to enjoy retirement.

6. There was a motion offered for adjournment which was seconded and the motion was adopted in favor by all members present. The meeting was adjourned at 4:18 pm with 10 members and 2 guests present.
7. The next meeting of the Executive Committee of the Graduate Faculty Council is scheduled for **Wednesday, January 25, 2017 in the Giolas Conference Room.**