

Executive Committee
of the
Graduate Faculty Council

MINUTES

July 20, 2004

Whetten Graduate Center – Giolas Conference Room

2:00PM

1. The meeting was called to order at 2:10 P.M. Vice Provost Janet L. Greger presided.
2. It was moved, seconded, and passed without dissent to approve as distributed the minutes of the 5/14/2004 meeting.
3. It was moved, seconded, and passed without dissent to approve the request from Mathematics for Satisfactory/Unsatisfactory (S/U) grading for MATH 435, Seminar in Mathematical Logic.
4. Discussion was continued on the issue of two Public Administration graduate certificates, Public Financial Management and Nonprofit Management. The committee reviewed the report on the status of the Department of Public Policy. The report contained most of the requested information. While claims of no course overlaps with the School of Social Work were made in the report, Cournoyer stated that to his knowledge no contact with the School of Social Work had been made by the Department of Public Policy.
Henkel is to follow up with another letter reinforcing the terms of acceptance. Lillo-Martin then moved for approval of the certificate programs. It was seconded and passed, five in favor and one abstaining.
5. The committee considered the issue of adopting the International English Language Testing System (IELTS) as another option for assuring competency in the English language. It was agreed that we would adopt the IELTS test along with the TOEFL. This would give us the opportunity to compare the functionality of both IELTS and TOEFL. The committee agreed to review the results after a year of experience and after Jim Henkel calculates statistical

correlations between the IELTS & the Phone-Pass test scores. At that time the question of setting the minimum required score will be revisited.

6. The committee considered a draft memorandum of understanding (MOU) between the University of Connecticut and the Egyptian Cultural and Educational Bureau. The committee agreed that international students who attend UConn for the sole purpose of participating in research (i.e., not seeking a degree) would be called **International Exchange Graduate Students** (not Channeled Graduate Students). The term Visiting Scholar is not an option, because it can be confused with visitors who are not students (e.g., visiting faculty).

The committee asked that the MOU be rewritten; as indicated;

- The first point in the MOU should be "Any exchange program should offer reciprocal opportunities for University of Connecticut students to have research experiences at the participating foreign institutions (in this case Egypt)."
- All other points in the MOU are acceptable except number 7 on the Channeling Program, which is rewritten below.

(MOU point 7) International Graduate Student Exchange Program: This program provides joint supervision of doctoral dissertations being prepared by advanced doctoral students from universities represented by the ECEB whose educational disciplines are within the program areas of UConn.

UConn faculty will participate in joint supervision of doctoral dissertations written by advanced doctoral students from Egypt. International Exchange Graduate Students must:

- 1) Meet the same admissions minimum criteria as other graduate students in the UConn program (i.e., a valid bachelors degree and minimum 3.0 GPA).
- 2) Each International Exchange Graduate Student from Egypt must be nominated by his/her respective university and be approved by the UConn Host advisor and the Associate Dean of the Graduate School.
- 3) Each International Exchange Graduate Student must be assigned or have an assigned research mentor who is a doctoral graduate faculty member at UConn.
- 4) International Exchange Graduate Students will be required to take a minimum of a 2-credit research or other course each semester. This is essential for faculty involvement and will allow health insurance to be made available to International Exchange Graduate Students. The Egyptian Government or the student will pay tuition for these and any other courses, for which the student registers.
- 5) The Graduate Faculty member must meet with the host/advisor immediately after the student's arrival to agree on the terms of commitment. This includes intellectual property rights, access to equipment and other resources and a framework for evaluation of the student after six months in residence. If the six-month evaluation is not acceptable to any party, the student cannot be continued for a second year.

- 6) It is recommended that the sending government provide a \$5,000 grant for each exchange student, to be used to defray research costs and costs of travel to meetings by the student.
- 7) The sending university will confer the degree for the International Exchange Graduate Student. The UConn departments will be recognized in the dissertation as well as in any technical publications.

The Egyptian Government will fully fund the exchange program, including the students' airfare, living expenses, and health insurance. The cost of health insurance, repatriation, and other applicable insurance will be borne by the individual or his home institution. The Egyptian side will also provide airfare and accommodations for the UConn major advisor to attend the Ph.D. defense of the International Exchange Graduate Student in Egypt. Ordinarily there will be a limit of five International Exchange Graduate Students per year.

UConn will provide each International Exchange Graduate Student access to appropriate laboratory equipment, computing facilities, library, and office space for up to the twenty-four month period that they are at UConn conducting dissertation research at no additional cost to the Egyptian Government.

A subcommittee of J. Henkel, L. Strausbaugh, and D. Herzberger was established to implement this initiative. They will consult with Ross Lewin, Executive Director, Office of Study Abroad. The subcommittee will also consult with Boris Bravo-Ureta, Interim Provost Fred Maryanski, Reda Ammar (Computer Science) and the Graduate Faculty Council. It was agreed that this could be a great opportunity for productive research collaboration.

(Follow up: J. Henkel has consulted with R. Lewin about the MOU; Lewin's advice was to have the agreement be a two-part document. The first being the MOU laying out a general non-committal agreement; the second being a Study Abroad agreement, this will be a binding contract addressing the details and commitments required by the participating parties.)

7. Graduate Executive Committee considered the issue of audits by graduate students. After some discussion a motion was made that Graduate Students:
 - a. have permission granted by the instructor in order to audit a class;
 - b. should not audit classes for which they do not attend and should not "sit in" on classes for which they do not register as an auditor.
 - c. Satisfactory/Unsatisfactory (S/U) grading of such audits should be allowed.

(Follow up has determined that our computer system cannot allow s/u grading on audited classes).

Motion was seconded, five in agreement and one opposed.

8. The Committee discussed the need for a policy on internships. Specifically, is it acceptable for a student paying tuition to then be required to pay his/her internship site for the internship?

After considerable discussion of the following issues a motion was made to draft an internship policy. Two persons seconded the motion, all were in agreement.

- There should be no direct payment from the student to an internship site, but a higher enrollment fee to cover internship costs is appropriate, as long as the fee is charged uniformly to every student in the program.
- It is inappropriate for a company, hospital, business, etc. to charge a registered student a placement fee. Any fees used to meet the cost of the internship must be paid through the registration process.
- The committee agreed that if a registered student had been assessed charges for the internship by a company and the company provided these funds to an FRS account for the Principal Investigator; the faculty member had a conflict of interest. All agree that this action (if committed) was inappropriate and that the money should be returned to the student through the internship site.

9. Greger reported on the outcome of a meeting held at the recent Council of Graduate Schools Summer Workshop for Graduate Deans concerning the upcoming National Research Council (NRC) Doctoral Survey. Faculty to be included in any NRC discipline must meet one of the following criteria:

- Must have served on a doctoral advisory or examining committee in 2001 - 2004.
- Must have taught in a graduate course in which doctoral students were enrolled in 2001 - 2004. This participation does not have to be as instructor of record, but must consist of at least three lectures or sessions (NRC could modify the later point).
- Those holding the rank of assistant professor in 2001 or later are exempt from the above criteria.

Discussion of implementation process followed. The Department of Molecular and Cell Biology (MCB) was selected to be the first to assign faculty to its respective NRC disciplines, since the committee acknowledged that the Life Sciences will arguably be the most difficult challenge. Henkel will work with this department to begin the process and report by the next meeting. Once experience is gained with MCB, guidelines will be established and a series of meetings with other departments will be held to complete the faculty assignments for those NRC disciplines.

10. Adjournment was at 5:05 PM.

G. Anderson, J. Marsden, E. Pagoulatos and G. Maxwell will receive copies of material that was handed out at the meeting.

Present: J.G. Clifford, D. Cournoyer, D. Lillo-Martin, D. Herzberger, E. Smith, L. Strausbaugh, J. Henkel, J.L. Greger

Respectfully submitted,

Danielle Z Farrands
Administrative Assistant