



Date: Wednesday, September 19, 2018

Location: Conference Room 100, Young Building

Subject: Graduate Faculty Council (GFC) Meeting Minutes Summary

Attendees: Mary Anne Amalaradjou, Robert Bird, Andrew Bush, Audrey Chapman, Yongku Cho, Casey Cobb, Kenneth Couch, Stephen Crocker, Caroline Dealy, Amanda Denes, Sandy Dennis, Pamela Diggle, Valerie Duffy, Miguel Gomes, Jon Gajewski, Ashley Helton, Kent Holsinger (*Ex Officio*), Matthew Hughey, Magdalena Kaufmann, Lawrence Klobutcher, Alexander Kovner, Barbara Kream (*Ex-Officio*), Adam Lepley, Louise Lewis, Charles Mahoney, Andrew Meguerdichian (GSS), Barbara Parziale (*Ex Officio – Secretary*), Beth Russell, Joel Salisbury, Jennifer Scapetis-Tyler, Kathy Segerson (*Ex Officio*), Anji Seth, Farhed Shah, Juliet Shellman, David Solomon, Anastasios Tzingounis, and Peter Zarrow.

Absent: Daniel Adler, Mehdi Anwar, Janet Barnes-Farrell, Karen Bresciano (*Ex-Officio*), Judy Brown, Eric Brunner, Zhiyi Chi, Niloy Dutta, Maria-Luz Fernandez, Jane Gordon, Mitchell Green, D. Betsy McCoach, Lynn Puddington, Heather Read, Guillermo Risatti, Victoria Robinson, Alexander Russell, Cristian Schulthess, Gregory Semenza, Keith Simmons, Gregory Sotzing, Jiong Tang, Rachel Theodore, Judith Thorpe, Penny Vlahos, and Andrew Wiemer.

Guests: Anne Lanzit and Lisa Pane

1. Agenda item number one (1) – Call to order. The meeting of the GFC for September 19, 2018 was called to order at 3:05 pm.
2. Agenda item number two (2) – Welcome and introductions of members present.
3. Agenda item number three (3) – Approval of Minutes. The minutes of the April 18, 2018 meeting of the GFC were presented. There was a motion to accept the minutes offered, which was seconded and the motion was adopted in favor by all members present. **Agenda item number three (3) was passed unanimously without dissent on a voice vote.**
4. Agenda item number three (3) – Report from the Graduate Student Senate.
 - a. Andrew Meguerdichian is the parliamentarian and will represent the GSS for 2018-2019.
5. Agenda item number five (5) – Graduate Program Approval Requests. Associate Dean Kathleen Segerson explained how the new Electronic Work Flow for graduate program approval requests will work for new or eliminated programs and changes to programs. The system will make things easier and quicker. The materials presented for approval will then be archived all in one place.
6. Agenda item number six (6) – GFC By-laws update. Associate Dean Kathleen Segerson discussed the progress of the creation of GFC By-laws. The work will focus on translating the policies that are in the catalog into by-laws, but not changing those policies. Any changes to the policies would be a separate process, which would then involve amending the by-laws. Work continues on this project and she is looking to roll out the new system sometime this fall.

7. Agenda item number seven (7) – Catalog update. Associate Dean Kathleen Segerson thanked everyone for their participation with the catalog updates in the spring. The Registrar’s office went through every program description thoroughly and has nearly finished formatting them for publication. The deadline for any changes to appear in the catalog for next year is March 1, 2019. The changes become effective in existing programs when they appear in the catalog. New programs are not subject to the deadline if the program is up and running before the deadline.
8. Agenda item number eight (8) – 4 + 1 programs: credit sharing from undergraduate degrees. Graduate School Dean Kent Holsinger led a lively discussion regarding the 4 + 1 programs and the current catalog rule stating that courses used on the Plan of Study for one degree cannot be used for another degree. He discovered that the rule is a self-imposed university ruling. Can The Graduate School relax this ruling for 4 + 1 programs? What are the financial aid implications, if any? The accreditation standards require 30 credits of course work at the graduate level for the Master’s degree. What are the implications of beginning grad level courses before the end of the undergraduate 4th year? There are several issues to be investigated regarding the 4 + 1 in order to remain in compliance with NECHE and UConn rules.
9. Agenda item number nine (9) – Demonstration of new electronic admissions system, Slate. Anne Lanzit, The Graduate School’s Admissions Manager and Lisa Pane, Systems Administrator, gave a PowerPoint presentation overview of the new admissions system chosen for The Graduate School. The new system will save money, as well as offer many other options not currently available in the Hobson’s Apply Yourself system.
10. Agenda item number ten (10) - Updates from the Dean of The Graduate School, Kent Holsinger.
 - a. GEU Contract agreement was reached in April and enforced on July 1, 2018. Changes of note:
 - i. Incoming Graduate Assistants must be notified of their appointment date by April 1. Returning GA’s must be notified of their appointment date by June 15. This places the burden of proof on the University.
 - ii. Leave is now defined as when circumstances do not allow the GA to perform their duties. Examples are medical leave, birth, or death. Time off is defined as any other time away from their duties. This essentially refers to vacation time.
 - iii. GA’s have the right to 20 days off during the academic year; 10 days off if they have a semester appointment which must be used in that semester. These can be used during the breaks of the academic year. Professors will need to keep track of the time off.
 - b. Post-Doc students will be recognized for collective bargaining which starts in late fall.
 - c. Provost Craig Kennedy would like to meet with the GFC to share observations and meet the council. In order to accommodate his schedule, the next meeting will be held on Thursday, October 18, 2018.
11. There was a motion offered for adjournment, which was seconded. The motion was passed unanimously and the meeting was adjourned at 4:14 pm.
12. The next regular meeting of the GFC is scheduled for October 18, 2018 in Heritage Room of the Homer Babbidge Library.