



Date: Wednesday, March 17, 2021

Location: WebEx

Subject: Executive Committee (EC) of The Graduate School meeting minutes

Attendees: Judy Brown, Mitch Green, Elizabeth Holzer, Barbara Kream (*Ex Officio*), Charles Mahoney, Etan Markus, Betsy McCoach, Barbara Parziale (*Ex Officio – Secretary*), Lynn Puddington, Kathy Segerson (*Ex Officio*), Judith Thorpe and Penny Vlahos.

Absent: Kent Holsinger (*Ex Officio, Chair*)

Guests: David Gregorio, Maria Gyure, Megan Hanrahan, David Knecht, Steven Suib, and John Wilson.

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1. Agenda item number one (1) – Call to order. The regular meeting of the Executive Committee for March 17, 2021 was called to order at 3:00 pm.
 2. Agenda item number two (2) – Presented for consideration and voting – Approval of the minutes. The minutes of the February 17, 2021 meeting of the Executive Committee were introduced. There was a motion offered to accept the minutes, which was seconded, and the motion was adopted in favor by all members present. **Agenda item number two (2) was passed unanimously.**
 3. Announcements: There were no announcements at this time.
 4. Agenda item number four (4) – Presented for consideration and voting – *Car 20-2083 – Create a new course: MCB Faculty Research – MCB 6002*. Department Faculty present seminars describing their research interests to help incoming graduate students choose laboratories for rotations. The course is S/U graded. After a brief discussion, there was a motion offered to accept the proposal, which was seconded. **Agenda item number four (4) was approved unanimously.**
 5. Agenda item number five (5) - Presented for consideration and voting – *CAR 21-5534 – Change credits for existing course: Practicum in Public Health – PUBH 5407*. This request is to revise the course so that it is consistent with accreditation guidance, a two-semester practicum sequence is expected of students. Course grading will be S/U. After a brief discussion, there was a motion made to accept the request, which was seconded. **Agenda item number five (5) was approved unanimously.**
 6. Agenda item number six (6) – Presented for consideration and voting – *Car 21-4715 – Create a new course: Communication and Counseling Skills for Effective Health Career Conversations – ISG*

5200. This request to add a course will add greater flexibility in allowing students to gain education in the arena of clinical counseling. It is a foundational course for a certificate program where students will learn to apply theoretical and practical knowledge for the benefit of connecting clinical counseling and helping skills to practitioners and consumers. After a discussion of the presented course addition a motion was made, which was seconded, and the Committee approved the request. **Agenda item number six (6) was approved unanimously.**

7. Agenda item number seven (7) – Presented for consideration and voting – *CAR 21-4974: Create a new course: Cultural Awareness: Working with Diverse Populations in Health Care – ISG 5201.* This request is to add an asynchronous course that will allow for greater flexibility in allowing students to gain education in the area of cultural competency and diversity. After a brief discussion, a motion was made to approve the request, which was seconded. **Agenda item number seven (7) was approved unanimously.**
8. Agenda item number eight (8) – Presented for consideration and voting – *CAR 21-4814 – Create a new course: Creating a Therapeutic Alliance – ISG 5202.* This asynchronous course will allow for greater flexibility in allowing students to gain education in the arena of health communication. Students will learn to apply theoretical and practical knowledge for the benefit of improved health communication for practitioners and consumers. After a discussion of the benefits of the course, a motion was made to approve the request, which was seconded. **Agenda item number eight (8) was approved unanimously.**
9. Agenda item number nine (9) – Presented for consideration and voting – *CAR 21-4815 – Create a new course: Death, Dying Grief, and Coping – ISG 5203.* As the title states, this course will allow students to gain education in the arena of loss and death. After a brief discussion, a motion was made to approve the request, which was seconded. **Agenda item number nine (9) was approved unanimously.**
10. Agenda item number ten (10) – Presented for consideration and voting – *CAR 20-2140 – Revise an existing course: Surface and Interfacial Analysis – IMS 5304.* This request is to revise a course. This change will allow students who cannot travel to campus due to COVID 19 to enroll in this online course or the Certificate Program in Advance Materials and replace the hands-on experience with detailed videos. There was a discussion that ensued and then a motion to approve, which was seconded. **Agenda item number ten (10) was approved unanimously.**
11. Agenda item number eleven (11) – Presented for consideration and voting – *CAR 2139 – Revise an existing course: Compositional Analysis -- IMS 5303.* This request to revise the course will allow students who are reluctant to travel to UCONN due to the COVID 19 outbreak and to enroll in the certificate course in Materials Characterization online utilizing detailed videos. After a brief discussion, there was a motion made to approve the request, which was seconded. **Agenda item number eleven (11) was approved unanimously.**
12. Agenda item number twelve (12) – Presented for consideration and voting – *CAR 20-2138 – Revise an existing course: Structural Analysis – IMS 5302* This request to revise the course will remove the hands-on description so that students do not need to come to a lab since this is limiting enrollment due to COVID 19. Detailed videos will be used instead and presented to students to learn how to use these instruments. After a brief discussion, there was a motion

made to approve the request, which was seconded. **Agenda item number twelve (12) was approved unanimously.**

13. Agenda item number thirteen (13) – Presented for consideration and voting – *CAR 20-2137 – Revise an existing course: Microscopy IMS 5301*. The current requirement for in-person learning is limiting the number of students enrolled in the course due to COVID 19 restrictions. This revision will allow students to utilize online videos. After a brief discussion there was a motion made to approve the request, which was seconded. **Agenda item number thirteen (13) was approved unanimously.**

14. Agenda item number fourteen (14) – Presented for consideration and voting – *GPAR 20-WILS-218FSU – Create a new degree: MS Financial Technology*. New technologies are altering the way in which financial services are offered and consumed. As a result, many traditional financial firms are rethinking the way they need to do business, which alters the skill set that companies are seeking in new employees. Students who have a combination of technical and financial skills will be highly coveted. This is the impetus for the request for this new degree. There was a brief discussion after which a motion was made to approve the request, which was seconded. **Agenda item number fourteen (14) was approved unanimously.**

15. Agenda item number fifteen (15) – Dean’s report and discussion.

- a. Draft of Template for Annual Report for Doctoral Students. A Draft Template for the Annual Progress and Status Report for Doctoral Students was shared as a model to develop for the programs in each discipline if desired. This is not a mandated form but a template to assist the individual department when having this conversation with Doctoral students. It can be customized and adjusted as needed. It can also be used for students in other degree programs. The committee members had a very positive response to the template. The decision was made to bring the form, with some slight revisions, to the GFC next week.

16. New business and updates – There was no discussion of new business or updates.

17. 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 4:35 pm.

18. The next meeting of the Executive Committee is scheduled for **April 21, 2021 via Webex.**

ADDENDUM:

On March 24, 2021 a special request was sent out via email by Kathleen Segerson to all EC members. There was a need for an expedited review of a CAR proposal for a new S/U graded internship course in Statistics. The department wanted to offer the course in the summer of 2021, the review of the course could not wait until the April meeting, and *CAR proposal ID 20-2514 Investigation of Special Topics – STAT 5099* as well as a syllabus was sent to members for a vote. After a discussion of the merits of the course and a request for a revised syllabus the request was approved by a majority vote after the issuance of the new syllabus.