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Date: Wednesday, April 28, 2021

Location: Webex due to pandemic

Subject: Graduate Faculty Council (GFC) Meeting Minutes

Attendees: Mary Anne Amalaradjou, Marina Astitha, Janet Barnes-Farrell, Christopher Blesso, Kristin Bott, Karen Bresciano (*Ex Officio*), Preston Britner, Mustapha Diaby, Hannah Dostal, Valerie Duffy, Niloy Dutta, David Embrick, Kirstie Farrar, Megan Feely, Martin Han, Rahul Kanadia, Kent Holsinger (*Ex Officio*), Todd Kravet, Barbara Kream (*Ex Officio*), Charles Mahoney, D. Betsy McCoach, Royce Mohan, Michael Morrell, Ovidiu Munteanu, Kenny Nienhusser, William Ouimet, Barbara Parziale (*Ex Officio – Secretary*), Dan Pejril, David Pierce, Joel Salisbury, Kathy Segerson (*Ex Officio*), Anji Seth, Helena Silva, Victoria Smith, Matthew Stuber (sub for Yongku Cho), Helene Swede, Rachel Theodore, Judith Thorpe, Andrew Weimer, Michael Willig, Alexander Woodward, Peter Zarrow, and Yuping Zhang.

Absent: Richard Anyah, Deborah Bolnick, Zeljko Boskovic, Kelly Burke, Yongku Cho, Kenneth Couch, Jose Cruz, Jennifer Dineen, Nathan Fiala, Susan Glenney, Mitch Green, Julia Kuzovkina, Jacqueline Loss, Michael O’Neill, Eugene Pinkhassik, Victoria Robinson, Irio Schiano (GSS), Prabhakar Singh, Ron Squibbs, Aditya Tadinada, and Penny Vlahos.

Guests: Neal Glaviano, Suzanne Wilson

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1. The meeting was held on a Webex site due to the coronavirus.
2. Agenda item number two (2) – Call to order. The meeting of the GFC for April 28, 2021 was called to order at 3:02 pm.
3. Agenda item number three (3) – Approval of Minutes. The minutes of the March 24, 2021 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 with one abstention.**
4. Agenda item number four (4) - Report from the Graduate Student Senate. There was no report from the GSS at this time.
5. Agenda item number five (5) – Old Business (for voting) There was no old business.
6. Agenda item number six (6) - New Business (for discussion)

- a. Resolution for Conferral of Degrees. Dean Holsinger read the resolution for degree conferral for spring 2021. A motion was passed, which was seconded, to approve the resolution. **Agenda item number six a (6a) was approved unanimously.**
  - b. Faculty/Staff Resources Page. Assistant Dean Karen Bresciano updated the members on the new Faculty and Staff Resources page that The Graduate School is developing for its website and asked GFC members to provide feedback/input about what they would like to see included on this page.
7. Agenda item number seven (7) - Announcements from the Dean of the Graduate School, Kent Holsinger.
  - a. Commencement Update. Dean Holsinger gave an update on the plans for Commencement for spring 2021 at Rentschler Field. Commencement will be in person with Covid protocols in place over a five day period from May 8 through May 12. Graduate conferrals will be held on Saturday afternoon for Doctoral students and Wednesday morning for Master's students.
  - b. Nominations for Executive Committee. Nominations are open to elect three members to the Executive Committee. The nominees must be members of the GFC. Two nominees who receive the most votes will serve for three years from fall 2021 through spring 2024 and the third highest receiver of votes will serve for two years from fall 2021 through spring 2023. There will be one appointment made by Dean Holsinger to serve a three year term. The appointed member does not necessarily have to be a GFC member.
  - c. GFC appointments for next year. A call for appointments to the GFC for AY 2021-2022 was previously sent out. Approximately half of the programs have sent in the names of their appointed members. Please send in the appointed member name as soon as possible. If we do not receive notice from the program, we will continue to contact the member who was on the Council in AY 2020-2021.
  - d. Annual Review Template. Associate Dean Kathy Segerson reported that the new Annual Review Template was recently distributed to the GFC via the listserv. This form is meant to be used to spark a conversation between the major advisor and the graduate student annually. It is customizable and not mandatory. The form will be available on The Graduate School website along with implementation suggestions, tips and best practices for its use. Please forward any additional useful tips to Kathy to be added to the page.
  - e. Draft Strategic Plan. The Strategic Plan for The Graduate School has also been put on the website. Please take a few moments to read through it. Any comments or suggestions can be submitted on the form available on the website or emailed to Dean Holsinger.
8. There was a motion offered for adjournment, which was seconded. The motion was passed unanimously and the meeting was adjourned at 3:46 pm.
9. The next regular meeting of the GFC is scheduled for September 2021.