Date: Wednesday, January 31, 2018 @ 3:05 pm to 5:00 pm

Location: Giolas Conference Room

Subject: Executive Committee (EC) of The Graduate School Approved Meeting Minutes

Attendees: Maria-Luz Fernandez, Jane Gordon, Kent Holsinger (*Ex Officio, Chair*), Elizabeth Holzer, Barbara Kream (*Ex Officio*), Joseph Loturco, Charles Mahoney, Etan Markus, Barbara Parziale (*Ex Officio, Secretary*), Lynn Puddington and Kathy Segerson (*Ex Officio*)

Absent: Judy Brown and Mitch Green

Guests: Michele Back, Peter Constantine, Joy Elwell, Magdalena Kaufmann, Gustavo Nanclares, Marcus Rossberg, Richard Schwab, and Robert Villanova

1. Agenda item number one (1) – Call to order. Dean Holsinger called to order the regular meeting of the EC for January 31, 2018 at 3:05 pm.

1. Agenda item number two (2) – Presented for consideration and voting – Approval of the minutes. Dean Holsinger introduced the minutes of the November 29, 2017 meeting of the EC. 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 without dissent by a voice vote.**
2. Agenda item number three (3) – Announcements.
	1. The Graduate School has signed a contract for a new electronic application system with Techno Solutions SLATE. Go live date is set for fall 2018 in order to accept applications for fall 2019.
3. Agenda item number four (4) – Presented for consideration and voting - *Executive Leadership Certificate - New.*
4. This certificate proposal was discussed at the last EC meeting and a revised version was submitted for consideration at this EC meeting. After a brief discussion, there was a motion offered to approve the new certificate, which was seconded and approved. **Agenda item number four (4) was passed unanimously by a voice vote.**
5. Agenda item number five (5) - Presented for consideration and voting – *DNP Program – Course Modification.*  This is an existing degree program which is making a modification to the program. Therefore no vote was necessary. The approval will be forwarded to the Registrar’s office.
6. Agenda item number six (6) - Presented for consideration and voting – *Chinese Language Education – New sub-field within an existing area of concentration.* This request to add Mandarin Chinese Language Education to the TCPCG and IB/M program was resubmitted with changes made. There was a motion offered to approve this new sub-field which was seconded and approved. **Agenda item number six (6) was passed on a voice vote.**
7. Agenda item number seven (7) – Presented for consideration and voting – *Graduate Certificate in Logic – New Certificate.* The committee is supportive of the proposal but feels that it needs further development and clarity before it can be approved. The proposal was tabled until a revised proposal can be submitted.
8. Agenda item number eight (8) – *Certificate in Literary Translation – New Certificate Program*. While the committee was supportive of the proposal, it feels that it needs further development and clarity before it can be approved. Suggestions will be forwarded to the program for revising the proposal. The request for the new certificate was tabled until a revised proposal is submitted.
9. Agenda item number nine (9) - New Business, Updates and Announcements.
	1. Revision of nomination forms for internal fellowships – Three internal fellowships (the Jorgensen, Harriott and the Crandall) have had their nomination forms revised and are available online.
	2. Graduate school funds for fulfillment of the language requirement. Should the university provide money to support students who are required to fulfill a language requirement?
10. 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 5:00 pm.
11. The next meeting of the Executive Committee of the Graduate Faculty Council is scheduled for **Wednesday, February 28, 2018 in the Giolas Conference Room**.