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Date: Wednesday, November 14, 2018

Location: W. B. Young Conference Room 100

Subject: Graduate Faculty Council (GFC) Meeting Minutes Summary

Attendees: Mary Anne Amalaradjou, David Atkin, Janet Barnes-Farrell, Robert Bird, Karen Bresciano (*Ex-Officio*), Andrew Bush, Kenneth Couch, Stephen Crocker, Caroline Dealy, Valerie Duffy, Eliane Dutra, Maria-Luz Fernandez, Martin Han, Victor Hesselbrock, Kent Holsinger (*Ex Officio*), Magdalena Kaufmann, Lawrence Klobutcher, Barbara Kream (*Ex-Officio*), Adam Lepley, Louise Lewis, Charles Mahoney, Andrew Meguerdichian (GSS), Barbara Parziale (*Ex Officio – Secretary*), Heather Read, Alexander Russell, Joel Salisbury, Jennifer Scapetis-Tycer, Kathy Segerson (*Ex Officio*), Farhed Shah, Juliet Shellman, Judith Thorpe, Penny Vlahos, and Peter Zarrow.

Absent: Daniel Adler, Mehdi Anwar, Richard Anyah, Eric Brunner, Zhiyi Chi, Yongku Cho, Casey Cobb, Amanda Denes, Anna Dongari-Bagtzoglou, Niloy Dutta, Megan Feely, Miguel Gomes, Jane Gordon, Mitchell Green, Matthew Hughey, D. Betsy McCoach, Lynn Puddington, Guillermo Risatti, Victoria Robinson, George Rossetti, Jr., Beth Russell, Cristian Schulthess, Gregory Semenza, Anji Seth, Keith Simmons, David Solomon, Gregory Sotzing, Jiong Tang, Rachel Theodore, Anastasios Tzingounis, Andrew Wiemer, and Sebastian Wogenstein.

Guests: Stuart Duncan, Suzanne Wilson

1. Agenda item number one (1) – Call to order. The meeting of the GFC for November 14, 2018 was called to order at 3:06 pm.
2. Agenda item number two (2) – Approval of Minutes. The minutes of the October 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 two (2) was passed unanimously without dissent on a show of hands.**
3. Agenda item number three (3) – Report from the Graduate Student Senate.
	1. Andrew Meguerdichian reported that the GSS luncheon was recently held with a good turnout.
4. Agenda item number four (4) – Announcements from the Dean.
	1. Post Doc’s will be recognized for Collective Bargaining. Negotiations began November 7, 2018.
	2. Commencement Participation. Students who anticipate completing degree requirements before August will be allowed to walk in the commencement ceremony in May.
		* 1. They must apply to graduate in March.
			2. At that time PhD students must have a dissertation title.
			3. PhD students must indicate the date they expect to defend.
			4. Two weeks before the actual conferral date, all work must be completed.
5. Agenda item number five (5) – Updates – There were no updates to discuss.
6. Agenda item number six (6) – Old business. Presented for voting: GFC By-laws. The newly created GFC By-laws were presented for discussion at the last meeting. There was a motion offered, which was seconded and the motion was adopted in favor by all members present. **Agenda item number six (6) was passed unanimously without dissent on a show of hands.**
7. Agenda item number seven (7) – New business. There were four items presented for discussion.
	1. Extension of time limits - Section VII.G.c. Currently the time limit for a Master’s degree is six (6) years and a PhD degree is eight (8) years. The proposal is to have a one-time extension for up to 2 years. The degree work must be complete within that time period. A detailed recommendation to extend the terminal date must be signed by the major advisor and submitted to the Dean of The Graduate School no later than one month before the students’ current terminal date.
	2. Extension of time limits for certificates. Amendment to Section VII.G.a.3 was discussed. Certificate students must complete the certificate program within three (3) years. However, for students concurrently enrolled in a UConn graduate degree program, the certificate must be completed by the time the student’s degree is awarded for their graduate degree program or within the time allowed to complete the degree if the student does not complete the degree within that timeframe. In all cases, the program can specify a shorter time limit if desired. If the certificate cannot be completed within the desired timeframe, then the student could petition The Graduate School for an exception.
	3. Rescheduling Final Exams. An amendment to section VI.B.c. was discussed. For students with an incomplete grade it is the student’s responsibility to reach and maintain an understanding with the instructor for timely completion of the work. For grades of “X” it is the student’s responsibility to seek the required permission *from the instructor* (rather than The Graduate School) to take the final exam as soon as possible.
	4. Credit Sharing – Section VII.B.a. Currently students may not use credits for more than one degree, except in the case of dual degree programs. This discussion was to seek approval for up to twelve (12) credits of graduate coursework taken while the student is an undergraduate at the University of Connecticut and used to meet the students’ undergraduate degree requirements to be allowed to also be used toward a graduate degree or certificate program. This is provided that the credits are not electives and the courses have been approved for credit sharing for that graduate degree or certificate program by the Executive Committee of The Graduate School.
8. Agenda item number eight (8) – New Business. There was no new business at this time.
9. There was a motion offered for adjournment, which was seconded. The motion was passed unanimously and the meeting was adjourned at 3:55 pm.
10. The next regular meeting of the GFC is scheduled for January 23, 2018 in the J. Ryan Building, Conference Room 204.