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Date: Wednesday, January 23, 2019

Location: J. Ryan Building, Conference Room 204

Subject: Graduate Faculty Council (GFC) Meeting Minutes Summary

Attendees: Mary Anne Amalaradjou, David Atkin, Janet Barnes-Farrell, Robert Bird, Casey Cobb, Kenneth Couch, Stephen Crocker, Caroline Dealy, Anna Dongari-Bagtzoglou, Niloy Dutta, Megan Feely, Miguel Gomes, Jane Gordon, Martin Han, Victor Hesselbrock, Lawrence Klobutcher, Barbara Kream (*Ex-Officio*), Nicole, Landi, Adam Lepley, Louise Lewis, D. Betsy McCoach, Barbara Parziale (*Ex Officio – Secretary*), Lynn Puddington, Heather Read, Victoria Robinson, Joel Salisbury, Jennifer Scapetis-Tycer, Cristian Schulthess, Kathy Segerson (*Ex Officio*), Jerry Shi (sub for Alexander Russell), Nancy Shoemaker (sub for Peter Zarrow), David Solomon, Rachel Theodore, Judith Thorpe, Andrew Wiemer, and Suzanne Wilson.

Absent: Daniel Adler, Mehdi Anwar, Richard Anyah, Karen Bresciano (*Ex-Officio*), Eric Brunner, Andrew Bush, Zhiyi Chi, Yongku Cho, Amanda Denes, Valerie Duffy, Maria-Luz Fernandez, Mitchell Green, Kent Holsinger (*Ex Officio*), Matthew Hughey, Magdalena Kaufmann, Charles Mahoney, Andrew Meguerdichian (GSS), Guillermo Risatti, George Rossetti, Jr., Beth Russell (sabbatical), Gregory Semenza, Anji Seth, Farhed Shah, Juliette Shellman, Keith Simmons, Gregory Sotzing, Jiong Tang, Anastasios Tzingounis, and Penny Vlahos.

1. Agenda item number one (1) – Call to order. The meeting of the GFC for January 23, 2019 was called to order at 3:00 pm.
2. Agenda item number two (2) – Approval of Minutes. The minutes of the November 14, 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 was absent from the meeting so there was no report offered.
4. Agenda item number four (4) – Announcements from the Dean.
   1. Dean Holsinger was participating in Post-Doc union negotiations and was absent from the meeting. He did not leave any announcements with Associate Dean Segerson, who lead the meeting.
5. Agenda item number five (5) – Updates – There were no updates to discuss.
6. Agenda item number six (6) – Old business. Presented for voting: Changes to the GFC By-laws. The newly created GFC By-laws were approved at the last meeting. There were four modifications to the By-laws that were discussed and voted on:
   1. Extensions to Time Limits (Section VII.G.c) – A motion was made to replace Section VII.G.c with the following language:

*An extension of the student’s terminal date is considered only when there is substantial evidence that the student has made regular and consistent progress toward completion of program requirements. A detailed recommendation to extend the terminal date must be signed by the major advisor and submitted no later than one month before the student’s current terminal date to the Dean of The Graduate School for approval.*

The motion was seconded and discussed. It was adopted in favor by all members present. **Agenda item number six a (6.a.) was passed unanimously without dissent on a show of hands.**

* 1. Rescheduling Final Exams (Section VI.B.c) – A motion was made to replace Section VI.B.c with the following language:

*For grades of “I,” it is the student’s responsibility to reach and to maintain an understanding with the instructor concerning the timely completion of the work. For grades of “X,” it is the student’s responsibility to seek the required permission to take the final examination from the instructor as soon as possible after it has been missed.*

The motion was seconded and a discussion ensued. The motion was adopted in favor on a voice vote. During the discussion, the Council expressed concern about the time period “as soon as possible.” It was determined that Associate Dean Segerson will speak with the Dean and the Assistant Dean regarding this vague time period, and, if deemed appropriate, come back to the Council with a suggested change in that language. **Agenda item number six b (6.b.) was passed on a voice vote.**

* 1. Credit Sharing (VII.B.a) – A motion was made to replace Section VII.B.a with the following language:

*Up to 12 credits of graduate coursework taken while a student is an undergraduate at the University of Connecticut and used to meet the student’s undergraduate degree requirements may also be used toward meeting the requirements for a graduate degree or certificate program, provided (1) the courses are required courses for that graduate degree or certificate program (i.e., they are not electives), or (2) the courses have been approved for credit sharing for that graduate degree or certificate program by the Executive Committee of The Graduate School. These credits would not be counted as transfer credits for purposes of these by-laws and hence would not be subject to the restrictions on transfer credits described below.*

The motion was seconded and a lengthy discussion ensued. The prohibition on so-called “double-dipping” was a self-imposed restriction of The Graduate School. With the increasing number of 4 + 1 programs, allowing a limited amount of credit sharing (as described in the motion) would encourage UConn undergraduate students to continue on at UConn for graduate study and allow them to complete both a bachelor’s and a master’s degree within a 5 year period. Subject to the restrictions in the motion, up to 12 credits of Grad coursework taken while an undergrad would be allowed to be used on both an undergraduate and graduate Plan of Study. The intention of the motion was to allow limited credit sharing under these circumstances, not to eliminate the prohibition on credit sharing entirely. With three dissenting votes, the motion was passed by a large margin. **Agenda item number six c (6.c.) was passed on a voice vote of 27 approving and 3 dissenting votes.**

* 1. Time Limits for Certificates (VII.G.a.3) – A motion was made to replace Section VII.G.a.3 with the following language:

*A student may enroll in a certificate program on either a part-time or a full-time basis. Students must complete the requirements for the certificate within three years of initial enrollment, or, for students who enroll in a certificate program while they are also pursuing a graduate degree at the University of Connecticut, within one year of either (1) the time the degree is awarded, or (2) the time allowed to complete that degree, if the student does not complete the degree within that timeframe. In all cases, with the approval of the Executive Committee of The Graduate School, programs can specify shorter time limits for completion of certificate programs.*

The motion was seconded and followed by discussion. The purpose is to allow current UConn students who are pursuing a graduate degree greater flexibility in meeting the requirements for completion of a certificate. A vote was taken which resulted in unanimous approval for the motion. **Agenda item number six d (6.d.) was passed unanimously on a voice vote.**

1. Agenda item number seven (7) – New business, updates and/or announcements:
   1. The GPAR workflow system is now up and running for new or eliminated programs and changes to programs.
   2. Registrar’s deadline for any Graduate Catalog changes is March 1st.
2. There was a motion offered for adjournment, which was seconded. The motion was passed unanimously and the meeting was adjourned at 4:00 pm.
3. The next regular meeting of the GFC is scheduled for February 20, 2019 in the J. Ryan Building, Conference Room 204.