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Date: Wednesday, April 17, 2019

Location: Ryan Building Room 204

Subject: Graduate Faculty Council (GFC) Meeting Minutes

Attendees: Daniel Adler, Mary Anne Amalaradjou, Mehdi Anwar, Richard Anyah, Christopher Blesso (Alternate), Timothy Byrne (substitute for Andrew Bush), Zhiyi Chi, Megan Feely, Maria-Luz Fernandez, Miguel Gomes, Martin Han, Magdalena Kaufmann, Lawrence Klobutcher, Barbara Kream (*Ex-Officio*), Louise Lewis, Charles Mahoney, D. Betsy McCoach, Andrew Meguerdichian (GSS), Barbara Parziale (*Ex Officio – Secretary*), Lynn Puddington, Alexander Russell, Jennifer Scapetis-Tycer, Kathy Segerson (*Ex Officio*), David Solomon, Matthew Stuber, Rachel Theodore, and Judith Thorpe and Penny Vlahos, and Suzanne Wilson.

Absent: Janet Barnes-Farrell, Robert Bird, Karen Bresciano (*Ex-Officio*), Eric Brunner, Andrew Bush, Yongku Cho, Casey Cobb, Kenneth Couch, Caroline Dealy, Amanda Denes, Anna Dongari-Bagtzoglou, Valerie Duffy, Niloy Dutta, Jane Gordon, Mitchell Green, Kent Holsinger (*Ex Officio*), Matthew Hughey, Adam Lepley, Heather Read, Guillermo Risatti, Victoria Robinson, George Rossetti, Jr., Beth Russell, Joel Salisbury, Cristian Schulthess, Gregory Semenza, Anji Seth, Farhed Shah, Juliet Shellman, Keith Simmons, Jiong Tang, Anastasios Tzingounis, , Andrew Wiemer, and Peter Zarrow.

1. Agenda item number one (1) – Call to order. The meeting of the GFC for April 17, 2019 was called to order at 3:01 pm.
2. Agenda item number two (2) – Approval of Minutes. The minutes of the March 13, 2019 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 voice vote.**
3. Agenda item number three (3) – Report from the Graduate Student Senate.
   1. Elections have been completed for the Executive Board of the Graduate Student Senate.
4. Agenda item number four (4) – Announcements from the Dean.
   1. Post Doc negotiations are continuing.
   2. The Marth Award recipient is Sandy Chafouleas. The Marth Award reception is being held on Thursday, April 25 at the Alumni Center at 5:00 pm.
5. Agenda item number five (5) – Updates – There were no updates to discuss.
6. Agenda item number six (6) – Old business. There was no old business.
7. Agenda item number seven (7) – New business.
   1. Resolution regarding conferral of degrees. The following resolution will give Dean Holsinger authority to confer degrees at commencement:
      1. “The Graduate School shall award the degrees of Master of Arts, Master of Business Administration, Master of Dental Science, Master of Engineering, Master of Fine Arts, Master of Music, Master of Professional Studies, Master of Public Administration, Master of Public Policy, Master of Public Health, Master of Science, Master of Social Work, Doctor of Audiology, Doctor of Education, Doctor of Musical Arts, Doctor of Nursing Practice, Doctor of Physical Therapy, and Doctor of Philosophy to those candidates whom The Graduate School has certified have completed all degree requirements for conferral periods ending in August 2018, December 2018 and May 2019.”
      2. A motion was made that was seconded and the motion was adopted in favor by all members present. **Agenda Item number 7.a. was passed unanimously on a voice**

**vote**.

* 1. Items for presentation for possible voting:
     1. Changes to GFC by-laws regarding language related to deadlines for arrival on campus.A motion was made and was seconded to revise the by-laws as described below and moved to an alternate place in the catalog was approved on a show of hands.

***III. Admissions***

*1. Deadlines and Other Related Requirements:*

* 1. Deadlines for the receipt of applications are set by individual programs.
  2. In all cases, students must be admitted and accept admission at least one month prior to the first day of classes for that term.
  3. In addition, to begin a graduate or certificate program, a student must be matriculated by the Dean of The Graduate School before the first day of classes in the student’s admitted term. Matriculation requires that all credentials, including official transcripts covering all undergraduate and graduate work taken up to the time of application, as well as the non-refundable application processing fee, be received by The Graduate School by deadline dates.
  4. Except under unusual circumstances or when conducting off-campus research or holding an off-campus internship or fellowships, ~~S~~students enrolled in on-campus programs mustarrive on campus on or before the first day of classes in ~~their admitted term~~ each academic term in which they are enrolled or plan to enroll.
  5. Failure to meet the above deadlines and conditions may cause ~~(i) a delay in stipend payments and a loss or reduction of tuition waiver benefits for students holding a graduate assistantship; and (ii)~~ a delay of enrollment in a degree program until the following semester.

**Agenda item number 7.b.i. was approved by a show of hands.**

* + 1. Changes to GFC by-laws regarding description of continuous registration. A motion was made and was seconded to accept the changes below. The motion was approved on a voice vote with one member in opposition.

***V. Registration for Courses***

A. *General:*

a. Master’s, doctoral, Sixth-Year in Education, graduate certificate, and post baccalaureate students must begin their programs with coursework and must maintain registration ~~continuously each~~ in every semester thereafter (except summer sessions) until all requirements for the degree or certificate have been completed. Registration may be maintained either by taking coursework for credit or by registering for one of the ~~following~~ five non-credit ~~Continuing Registration~~ courses listed in ~~(see~~ Section V.E below~~)~~.

b. All graduate students must register for courses (~~or Continuing Registration~~ either for credit or non-credit) no later than the close of business of the first day of classes each semester.

d. Failure to maintain registration during the spring and fall semester results in the student’s inactivation. Reinstatement is possible within a year of last registration and payment of all fees.

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1. *~~Continuous~~  Non-credit Registration:* 
   1. Students who are not registered for courses for credit may maintain ~~continuous~~ registration by registering for one of the following five non-credit ~~Continuing Registration~~ courses. These include Continuous Registration ~~Special Readings~~ at the certificate ([GRAD 5997](file:///\\files.uconn.edu\home\kas02016\GFC%20By-laws\GRAD%205997)), master’s ([GRAD 5998](file:///\\files.uconn.edu\home\kas02016\GFC%20By-laws\GRAD%205998)), or doctoral ([GRAD 6998](file:///\\files.uconn.edu\home\kas02016\GFC%20By-laws\GRAD%206998)) level; Master’s Thesis Preparation ([GRAD 5999](file:///\\files.uconn.edu\home\kas02016\GFC%20By-laws\GRAD%205999)); and Doctoral Dissertation Preparation ([GRAD 6999](file:///\\files.uconn.edu\home\kas02016\GFC%20By-laws\GRAD%206999)). Other zero-credit courses may be substituted, if appropriate. These ~~are zero~~-non-credit ~~“place-holder”~~ courses ~~denoting part-time study and~~ do not count toward the credit load requirement for half-time, three-quarter-time, or full-time enrollment status. Degree and certificate seeking students who do not need to be certified by the University as holding at least half-time enrollment status may use these courses to maintain registration on a part-time basis.
   2. Per U.S. immigration regulations, students with F-1 and J-1 status are permitted to register for zero credits only in their final semester of degree study. This requires consent of the student’s major advisor and international advisor.
   3. A student enrolled in a non~~zero~~-credit ~~Continuing Registration~~ course will maintain active status, which means the student will continue to pay associated fees and have access to university services as a graduate student.
   4. Enrollment in non~~zero~~-credit ~~Continuing Registration~~ courses does not extend the student’s terminal date for completion of degree requirements.
   5. Neither enrollment in non-credit courses~~for Continuing Registration~~ nor payment of the associated fees ~~for it~~ is required for any semester during the first 10 class days of which the student completes all requirements for a degree if it is the only degree the student is pursuing.
   6. ~~Failure to maintain Continuous Registration during the spring and fall semester results in the student’s inactivation. Reinstatement is possible within a year of last registration and payment of all fees.~~
   7. Any currently matriculated student taking coursework at another institution, either for transfer to a University of Connecticut graduate degree program or for any other reason, must maintain registration ~~register for Continuing Registration~~ as specified above in any affected semester.

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***VI. Course Grade***

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| Non-credit ~~Continuing~~ Registration | R | N/A |

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***VII. Standards and Degree Requirements***

G. Time limits:

1. Failure to complete the work required for a degree or certificate within the periods specified or failure to maintain registration in each semester ~~Continuous Registration~~ will require re-evaluation of the entire program and may result in a notice of termination.

**Agenda item number 7.b.ii. was approved on a show of hands with one member in opposition.**

7. c. Item for discussion

i. Processes and criteria for appointments to Graduate Faculty.

# ***Graduate faculty status***

## *Current by-laws statements on graduate faculty status*

### *From the By-Laws of the University of Connecticut (Article X.A.)*

The faculty of The Graduate School shall include the President, the Provost, the Executive Vice President for Health Affairs, the Vice President for Research, and the Vice Provost for Graduate Education and Dean of The Graduate School, and all members of the University staff appointed as graduate advisors by the Provost.

### *From the current Graduate School Bylaws (Article II.A.)*

The Graduate Faculty consists of those members of the University faculty who meet criteria set by the Graduate Faculty Council. They are appointed by the Dean of the Graduate School, by authority of the President.

## *Proposed change*

Use the following language in revised bylaws for The Graduate School:

Any qualified members of the University community may be appointed members of the graduate faculty. Recommendations for appointment to the graduate faculty must be submitted to the Dean of The Graduate School by a department head or graduate program director in the field of study to which they are being recommended for appointment. To be considered for an appointment, nominees must (a) hold a terminal degree in an appropriate field of study and (b) have a demonstrated and continuing record of scholarly or creative accomplishment. Departments or programs recommending someone who is not a tenured or tenure-track faculty member (or the equivalent at UConn Health) must provide evidence that the nominee is likely to serve at the University until students for whom they might serve as major advisor complete their degree. Appointments to the graduate faculty are made by the Dean of the Graduate School, under the authority of the Provost. Appointments to the graduate faculty are specific to the degree(s) and field(s) of study specified in the nomination. Existing members of the graduate faculty can be recommended for appointment to additional degrees, fields of study, or both by a department head or graduate program director in the new area.

Use the following language in the University bylaws:

The faculty of The Graduate School shall include the President, the Provost, and the Vice Provost for Graduate Education and Dean of The Graduate School, and all members of the University staff appointed as graduate advisors by the Dean of The Graduate School, under the authority of the Provost.

Kathy Segerson to take under consideration with Dean Holsinger over the summer for further discussion in the fall.

1. There was a motion offered for adjournment, which was seconded. The motion was passed unanimously and the meeting was adjourned at 3:59 pm.
2. The next regular meeting of the GFC is scheduled for September 25, 2019 in the ITE Building, Conference Room 336.