



Date: Wednesday, September 18th, 2024, from 3:00pm-5:00pm

Location: WebEx Conference

Subject: **Executive Committee (EC) of The Graduate School meeting minutes**

Attendees: Mary Anne Amalaradjou, Marina Astitha, Mary Bernstein (*Ex-Officio*), Jack Corcoran (*Ex-Officio, Recording Secretary*), Debarchana (Debs) Ghosh, Barbara Kream (*Ex-Officio*), Etan Markus, Betsy McCoach, Royce Mohan, Leslie Shor (*Ex-Officio, Chair*), Helen Swede

Absent: David Embrick, Mitchell Green

Guests: Lila Aiyar, Dorothea Anagnostopoulos, Scott Harding, Annette Jakubisin-Konicki, Diandra Prescod, Joshua Racca, Sara Renzulli, Rachel Schwartz, Nora Sutton

1. The meeting of the Executive Committee was called to order at 3:00 p.m.
2. Presentation and vote for past meeting minutes, April 17th, 2024: The minutes from the prior Executive Committee meeting were approved unanimously.
3. Presented for consideration and voting – *Creation of a new course* (CAR 24-25912) ISG 5145 – Clinical Practice for Genetic Counselors II
 - a. Sponsoring School/College: The Graduate School
 - b. Sponsoring Department: Institute for System Genomics
 - c. Presenter(s): Lila Aiyar

Lila Aiyar from the Institute for System Genomics presented on the addition of the new Clinical Practice for Genetic Counselors II course. This is a one credit, 14-week course conducted asynchronously that builds upon an already existing prerequisite in the program. Students will gain hands-on experience and clinical practice preparation through this course, as well as in-depth knowledge on current legislation.

There were no questions asked by the committee. A motion to approve was made by Etan Markus and seconded by Mary Anne Amalaradjou. The Executive Committee voted to approve the proposal unanimously.

4. Presented for consideration and voting – *Creation of a new course* (CAR 24-25932) ISG 5716 – Journal Club II
 - a. Sponsoring School/College: The Graduate School
 - b. Sponsoring Department: Institute for System Genomics
 - c. Presenter(s): Lila Aiyar

Aiyar also discussed the addition of the Journal Club II course to the Institute for System Genomics. This course, also intended for second year students only and held through the same modality as the prior course, focuses on advanced peer assessment in the field, and stresses student led discussions as a form of learning.

There was concern from members of the committee that the syllabus for this course was too short and needed to be expanded in more detail. A motion to approve was made by Marina Astitha and seconded by Etan Markus. The Executive Committee voted to approve the proposal unanimously, contingent on the syllabus being updated appropriately.

Addendum: Associate Dean Bernstein approved this proposal based on a resubmitted syllabus that included more detail on how readings are to be selected and on assignments.

5. Presented for consideration and voting – *Creation of a new course* (CAR 25791) Advanced Theory & Practice in Nursing Education I: Curriculum Design and Program Evaluation Practicum
 - a. Sponsoring School/College: School of Nursing
 - b. Sponsoring Department: Nursing
 - c. Presenter(s): Annette Jakubisin-Konicki
6. Presented for consideration and voting – *Creation of a new course* (CAR 25773) Advanced Theory and Practice in Nursing Education II: Assessment and Evaluation Strategies Practicum
 - a. Sponsoring School/College: School of Nursing
 - b. Sponsoring Department: Nursing
 - c. Presenter(s): Annette Jakubisin-Konicki
7. Presented for consideration and voting – *Creation of a new course* (CAR 25775) Advanced Theory & Practice in Nursing Education III: Learning Principles & Instr. Methods for Adult Learner Practicum
 - a. Sponsoring School/College: School of Nursing
 - b. Sponsoring Department: Nursing
 - c. Presenter(s): Annette Jakubisin-Konicki

Note: Items numbered five through seven were presented jointly for consideration and voting.

Annette Jakubisin-Konicki from the School of Nursing presented the addition of three new practicum courses. Due to the development of new standards that mandate all graduate level nursing students to have at least 500 direct care hours, as opposed to the

prior 250, these new courses were created to give graduate students an easy path to obtaining that new minimum requirement, while also heightening knowledge in advanced competencies that better prepares them for nursing educator certification exams.

There were no questions asked by the committee. A motion to approve was made by Royce Mohan and seconded by Mary Anne Amalaradjou. The Executive Committee voted to approve the proposal unanimously.

8. Presented for consideration and voting – *Modify/Change existing degree or certificate program* (GPAR 22-PRES-EU4XCZ) Counselor Education and Counseling Psychology
 - a. Sponsoring School/College: Neag School of Education
 - b. Sponsoring Department: Educational Psychology
 - c. Presenter(s): Diandra Prescod

Diandra Prescod from the Department of Educational Psychology presented on the change to the Counselor Education and Counseling Psychology area of concentration. The department would like to drop “Counseling Psychology” from the concentration name, as they no longer teach courses in counseling psychology, and it does not align with the curriculum utilized by their accredited body.

There was discussion by multiple members of the committee who expressed confusion on the name of the concentration. Prescod detailed that “Counselor Education” is an appropriate name and will reduce confusion in future application cycles. Additionally, the use of the terminology “school counseling” was discussed, with committee members feeling as though that was a more accurate name for the master’s track specifically.

Associate Dean Bernstein will contact Prescod with the suggestion to create two separate names for the master’s and Ph.D. tracks, but the committee agrees to push forth the motion if the department disagrees with the suggestion. A motion to approve was made by Betsy McCoach and seconded by Mary Anne Amalaradjou. The Executive Committee voted to approve the proposal unanimously.

9. Presented for consideration and voting – *Modify/Change existing degree or certificate program* (GPAR 24-RENTZ-LKVGMR) LPC Certificate
 - a. Sponsoring School/College: Neag School of Education
 - b. Sponsoring Department: Educational Psychology
 - c. Presenter(s): Dorothea Anagnostopoulos
Sara Renzulli

Sara Renzulli led the discussion on an alteration to the Licensed Professional Counselor (LPC) Certificate program. After a successful first year of the program, Renzulli found that students desired more flexibility in course structure. Students were found to have come from various institutions across the country and had taken some of the required courses at those institutions. The program is requesting permission to allow up to six credits to be waived in these instances. This would allow for the program to expand and retain a wider reach of students.

There were no questions asked by the committee. A motion to approve was made by Betsy McCoach and seconded by Etan Markus. The Executive Committee voted to approve the proposal unanimously.

10. Presented for consideration and voting – *Add/Create new degree or certificate program* (GPAR 24 RACC-RQLH8O) Advanced Business Certificate in Financial Reporting
 - a. Sponsoring School/College: School of Business
 - b. Sponsoring Department: Accounting
 - c. Presenter(s): Joshua Racca

11. Presented for consideration and voting – *Add/Create new degree or certificate program* (GPAR 24-RACC-7LIT8D) Advanced Business Certificate in Taxation
 - a. Sponsoring School/College: School of Business
 - b. Sponsoring Department: Accounting
 - c. Presenter(s): Joshua Racca

Note: Items numbered ten and eleven were presented jointly for consideration and voting.

Joshua Racca from the Department of Accounting presented on the addition of two new certificate programs. Due to changes in the national accounting exam procedures, where students must take three exams and one optional exam, these certificates help support the new need for attention to the optional exam. These certificates will also provide a path towards the master's track, as prior certificates have, as well as open up the program to new external partners who provide employee reimbursement for these topics.

There were no questions asked by the committee. A motion to approve was made by Marina Astitha and seconded by Debs Ghosh. The Executive Committee voted to approve the proposal unanimously.

12. Presented for consideration and voting – *Modify/Change existing degree or certificate program* (GPAR 24-SUTT-OG2ZUQ) MENG Global Entrepreneurship
 - a. Sponsoring School/College: College of Engineering
 - b. Sponsoring Department: Chemical and Biomolecular Engineering
 - c. Presenter(s): Nora Sutton

Nora Sutton from the College of Engineering proposed the removal of the Global Entrepreneurship concentration in the MENG program. The college does not have the grant funding to continue servicing this concentration, and they are no longer accepting applications for it. The final two students in this program will be able to complete their degree with no issue.

There were no questions asked by the committee. A motion to approve was made by Marina Astitha and seconded by Helen Swede. The Executive Committee voted to approve the proposal unanimously.

13. Presented for consideration and voting – *Modify/Change existing degree or certificate program* (GPAR 24-SCHW-L7X983) Master of Social Work (MSW)

- a. Sponsoring School/College: School of Social Work
- b. Presenter(s): Scott Harding
Rachel Schwartz

Scott Harding and Rachel Schwartz jointly discussed the expansion of the MSW program to the Stamford campus. Harding described the reasoning for this addition containing many factors, including the untapped market of the Stamford area, attracting students from other nearby universities in the area, community partners in the area identifying a need for more trained social workers in the area, and support from both the Dean of the Stamford campus and internship sites around the city. The program would pilot with a small, 25 student cohort, and there would be no need for additional staffing or significantly burden current staff by launching this initiative.

Multiple committee members voiced concern over the use of adjunct faculty to complete this program; both Harding and Schwartz stated that this would be a likely solution to fill any teaching gaps, which raised an equity issue amongst the Executive Committee. Associate Dean Bernstein will be following up with both Harding and Schwartz for more information, and a vote will be held via e-mail.

Addendum:

As requested, Associate Dean Bernstein held a meeting with Scott Harding and Rachel Schwartz to discuss their staffing plan for the expansion of their MSW program to the Stamford campus.

Main points are noted here:

- Ideally, they want graduate students to have as much exposure to full-time faculty as possible.
- In practice, many faculty are research active and receive course releases so the School of Social Work (SSW) already employs a significant number of adjuncts.
 - These adjuncts are all qualified and many have been teaching in the SSW for multiple years.
 - In hiring, they prioritize hiring adjuncts with significant experience working as social workers since it is a practice-focused degree which helps ensure that students receive a strong education.
 - SSW provides enhanced support for adjuncts, including them in teaching workshops providing new adjuncts with onboarding material.
- Their plan is to have a mix of adjuncts and regular faculty at Stamford.
 - Faculty who live closer to Stamford than Hartford will likely find teaching at Stamford very attractive.
 - Two-thirds of the courses at Stamford will be in person and one-third online and so students will have a mix of courses; online courses are also taught by full-time faculty. So students will be taught by full-time faculty who teach online courses.
 - The IGFP concentration is so large that given the projected size of the Stamford cohort, having fulltime faculty teaching at Stamford, would not significantly diminish Hartford students' experience.
- It is common in schools of social work to have a lot of adjuncts as instructors because this is a professional degree and so the UConn SSW is inline with other programs.

After presenting this information to the EC, they voted to approve via electronic vote on Sept. 30, 2024.

14. Discussion Items

- a. Mentor training update
 - i. Associate Dean Bernstein gave an update regarding the mentorship training initiative, which has officially been launched by The Graduate School. All faculty who have not yet been appointed to the graduate faculty must complete an 8-hour mentorship training before advising graduate students.
 - ii. Some discussion ensued about requiring the training for more faculty and even associate advisors who may not necessarily be the sole major advisor for a student; Associate Dean Bernstein stated that expansion and potential by-law revision will be considered moving forward.
- b. Educational Assessment Process – Graduate Programs
 - i. Dean Shor shared her vision for assessing graduate programs across the university. With New England Commission for Higher Education (NECHE) accreditation review on the horizon, Dean Shor would like to create a task force for ensuring that graduate programs remain an area of priority and interest across the institution. Particularly, discussion about the possibility of creating University-wide learning outcomes that programs can utilize to assess students' progress through their degree and potentially sunseting outdated programs, with more on this topic to be evaluated moving forward.
- c. Graduate Instruction Policy:
 - i. The current structure for graduate students instructing courses was brought forth. Some members of the committee highlighted personal experience of witnessing graduate students, particularly those in Ph.D. programs, teach courses that are being taken by other Ph.D. students. It was determined that this can be troublesome, and more policy should be put in place regarding this.
- d. “Future of Fellowships”
 - i. A brief discussion occurred regarding Dean Shor’s decision to hold off on The Graduate School’s graduate fellowships for the upcoming academic year in order to reassess and reevaluate how to effectively and fairly distribute them in the future. More discussion will be conducted at future meetings, including the September Graduate Faculty Council meeting.

The following items were planned for discussion, but were not addressed during this meeting:

- e. Changes in Graduate Application Process
 - i. Updated language on application “certification”
 - ii. Peers/aspirants are ~\$75 domestic & \$100 international
 - iii. Implement an “International Credential Assessment Fee” (~\$20) OR differentiating application fees by program/school
 - iv. Discontinue application fee waiver for current graduate students

- f. Upcoming Collective Bargaining Agreement: call to collect possible issues from constituencies.
15. The meeting of the Executive Committee was adjourned at 5:29 p.m. The next meeting is currently scheduled for October 16th, 2024.