



Graduate Faculty Council (GFC) Meeting Agenda  
3:00 pm to 5:00 pm – Wednesday, October 23<sup>rd</sup>, 2024  
Virtual meeting via WebEx

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Date: 23<sup>rd</sup> of October 2024, 3:00 pm-5:00 pm

Location: Virtual meeting via WebEx

Subject: Graduate Faculty Council of The Graduate School (GFC) meeting minutes

Attendees: Adam Adler, Mary Anne Amalaradjou (*Moderator*), David Atkin, Fakhreddin Azimi, Mary Bernstein (*Ex-Officio, Associate Dean*), Deborah Bolnick, Karen Bresciano (*Ex-Officio, Assistant Dean*), Daniel Burkey, Lindsay Butler, Kirstie Cope-Farrar, Jack Corcoran (*Ex-Officio, Recording Secretary*), Thomas Craemer, Jose Cruz (*Ex-Officio*), Monty Escabi, Sarita Fellows, Rodolfo Fernandez, Mary Fischer, Alain Frogley (*Ex-Officio*), Neal Glaviano, Robin Grenier, Travis Grosser, Kyle Hadden (*Ex-Officio*), Alexandra Hain, Thomas Hayes, Ashley Helton, Annette Jakubisin-Konicki (*Ex-Officio*), Michael Kaplan, Magdalena Kaufmann, Tiffany Kelley, Todd Kravet, Noah Kravette (*GSS Parliamentarian*), Barbara Kream (*Ex-Officio, Associate Dean*), Wai Hong (Kevin) Lo, Jacqueline Loss, Yangchao Luo, Betsy McCoach, Andrew Moiseff (*Ex-Officio*), Julian Norato, William Ouimet, Heather Read, Jessica Rouge, Alexander Russell, Kurt Schwenk, Greg Semenza, Farhed Shah, Leslie Shor (*Ex-Officio, Dean & Chair*), Helena Silva, Ron Squibbs, Luyi Sun, Judith Thorpe, Lynne Tirrell, Charles Towe, Carlos Trallero, Nathaniel Trumbull, Ioulia (Julia) Valla (*Ex-Officio*), Kumar Venkitanarayanan (*Ex-Officio*), Janet Watson, Andrew Wiemer, Elsie Wunder, Ping Zhang, Yuping Zhang, Jackie Kai Zhao

Absent: Dorothea Anagnostopoulos (*Ex-Officio*), Vasilis Chousionis, Hannah Dostal, Meg Feely, Julie Granger, Scott Harding (*Ex-Officio*), Michael Hren, Anson Ma, Michael O'Neill, Sohyun Park, Dan Pejril, David Richards, Beth Russell, Prabhakar Singh, Helen Swede, Aditya Tadinada, Randall Walikonis, Molly Waring, Xinyu Zhao

Guests: none

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1. The meeting was called to order at 3:07 pm.
2. Presented for Voting: Approval of the Minutes from the September 25, 2024, meeting.
  - a. A motion to approve was made by Andrew Wiemer and seconded by Mary Anne Amalaradjou. The minutes were approved with a majority vote by the Graduate Faculty Council.
3. Report from the Graduate Student Senate (GSS):
  - a. Noah Kravette reported that the next GSS meeting, occurring the following Wednesday, will officially form the finance committee, allowing the organization to finalize their budget and unfreeze their funds to aid student support efforts.
4. Old Business
  - a. Vote on Proposed Bylaws Revision Re. use of 3/4xxx Courses on Graduate Plans of Study (Part 1)
    - i. **Current by-laws language (Section II. B.):**

Graduate certificate programs consist entirely of graduate courses (those numbered 5000 or above). Post-baccalaureate certificate programs consist either entirely of undergraduate courses (those numbered 1000-4999) or of a mixture of undergraduate and graduate courses. A certificate can be earned either as a “stand-alone” certificate (without simultaneous enrollment in a degree program) or while simultaneously pursuing a graduate degree. A certificate itself is not a degree. In addition, admission to a certificate program does not guarantee admission to a related degree program.
    - ii. **Proposed by-laws language (Section II. B.):**

Graduate certificate programs consist entirely of graduate courses (those numbered 5000 or above). Sixth Year certificates follow the requirements set forth for master’s degrees. Post-baccalaureate certificate programs consist either entirely of undergraduate courses (those numbered 1000-4999) or of a mixture of undergraduate and graduate courses. A certificate can be earned either as a “stand-alone” certificate (without simultaneous enrollment in a degree program) or while simultaneously pursuing a graduate degree. A certificate itself is not a degree. In addition, admission to a certificate program does not guarantee admission to a related degree program.
    - iii. **Clean by-laws language (Section II. B.):**

Graduate certificate programs consist entirely of graduate courses (those numbered 5000 or above). Sixth Year certificates follow the requirements set forth for master’s degrees. Post-baccalaureate certificate programs consist either entirely of undergraduate courses (those numbered 1000-4999) or of a mixture of undergraduate and graduate courses. A certificate can be earned either as a “stand-alone” certificate (without simultaneous enrollment in a degree program) or while simultaneously pursuing a graduate degree. A certificate itself is not a degree. In addition, admission

to a certificate program does not guarantee admission to a related degree program.

- b. Proposed Bylaws Revision Re. use of 3/4xxx Courses on Graduate Plans of Study (Part 2)
  - i. **Current by-laws language (Section VII. A.e):**

Certificate programs: Graduate certificate programs typically consist of 12 to 15 credits of required coursework. In a small number of cases where detailed justification has been provided, a certificate program may require as few as nine credits. Students in certificate programs may include on the final certificate Plan of Study up to six credits of advanced coursework taken at the University of Connecticut either as an undergraduate or a non-degree student. However, some certificates (such as Sixth Year certificates and some Post-Master's and Post-Baccalaureate certificates) require 30 or more credits. For those certificates, the requirements set forth in Section VII for master's degrees will apply.
  - ii. **Proposed by-laws language (Section VII. A.e):**

Certificate programs: Graduate certificate programs typically consist of 12 to 15 credits of required coursework. In a small number of cases where detailed justification has been provided, a certificate program may require as few as nine credits. Students in certificate programs may include on the final certificate Plan of Study up to six credits of advanced (*5000 level or above*) coursework taken at the University of Connecticut either as an undergraduate or a non-degree student. However, some certificates (such as Sixth Year certificates and some Post-Master's and Post-Baccalaureate certificates) require 30 or more credits. For those certificates, the requirements set forth in Section VII for master's degrees will apply.
  - iii. **Clean by-laws language (Section VII. A.e):**
  - iv. Certificate programs: Graduate certificate programs typically consist of 12 to 15 credits of required coursework. In a small number of cases where detailed justification has been provided, a certificate program may require as few as nine credits. Students in certificate programs may include on the final certificate Plan of Study up to six credits of advanced (5000 level or above) coursework taken at the University of Connecticut either as an undergraduate or a non-degree student. However, some certificates (such as Sixth Year certificates and some Post-Master's and Post-Baccalaureate certificates) require 30 or more credits. For those certificates, the requirements set forth in Section VII for master's degrees will apply.
- c. Proposed Bylaws Revision Re. use of 3/4xxx Courses on Graduate Plans of Study (Part 3)
  - i. **Current by-laws language (Section VII. A.f):**

The courses used by a student to complete all requirements for graduate degrees and graduate certificates shall consist largely of courses at the 5000 level or above. A limited number of credits at the 3000 or 4000 level (not more than six) may be used to meet requirements for graduate

degrees. However, courses in the subject area UNIV cannot be used on a graduate plan of study.

ii. **Proposed by-laws language (Section VII. A.f):**

*In order to meet the appropriate learning outcomes for the level of study, the courses used by a student to complete all requirements for graduate degrees and graduate certificates shall **must** consist largely of courses at the 5000 level or above. UConn undergraduate students participating in accelerated degree programs may not count 3000 or 4000 level courses toward their graduate plan of study. For all other graduate students, when needed for foundational or remedial training, no more than six A limited number of credits at the 3000 or 4000 level (not more than six) may be used to meet requirements for graduate degrees. However, eNo courses in the subject area UNIV cannot be used on a graduate plan of study for any student.*

iii. **Clean by-laws language (Section VII. A.f):**

In order to meet the appropriate learning outcomes for the level of study, the courses used by a student to complete all requirements for graduate degrees must consist largely of courses at the 5000 level or above. UConn undergraduate students participating in accelerated degree programs may not count 3000 or 4000 level courses toward their graduate plan of study. For all other graduate students, when needed for foundational or remedial training, no more than six credits at the 3000 or 4000 level may be used to meet requirements for graduate degrees. No courses in the subject area UNIV can be used on a graduate plan of study for any student.

**Note:** Items above labeled “a” through “c” were presented and voted on jointly.

A motion to approve was made by Mary Anne Amalaradjou and seconded by Alexander Russell. The motions were approved with a majority vote by the Graduate Faculty Council.

5. Announcements

- a. Associate Dean Bernstein announced that because of the transition to the new CourseLeaf Platform, the deadline for submitting graduate program action requests (GPARs) to be implemented in 2025-26 academic year is February 1, 2025. The new GPAR platform should be ready to accept submissions again on July 1, 2025.
- b. Associate Dean Bernstein also advertised the Network for Enriched (Graduate) Mentorship and encouraged faculty to sign-up to become a mentor for graduate students outside of their discipline.
- c. Assistant Dean Bresciano announced the departure of The Graduate School staff member Stuart Duncan.

6. New Business

- a. Future of Fellowships:

- i. Dean Shor announced the upcoming meetings regarding the future of The Graduate School's fellowship funds, that will look to discuss the most efficient ways to invest in student support with this money. The meetings will occur on Tuesday, October 29<sup>th</sup> and Tuesday, November 26<sup>th</sup> at 10:00 am, and meeting invitations were extended to all GFC members.
- b. Graduate Instruction Policies:
  - i. Joint undergrad and grad courses
    1. Dean Shor recounted the current practice of departments having undergraduate and graduate courses share lectures, classrooms, syllabus, etc., and highlighted that NECHE will be strict about ensuring that undergraduate and graduate syllabus outlines and learning objectives are clearly separated.
    2. After inquiring from the council, members stated that this is common practice in their sectors, and some highlighted that they are likely out of compliance and will need to begin a review.
    3. Dean Shor let the council know that a guidance document will be provided for departments in advance of this review.
  - ii. Grad students as IOR of graduate courses
    1. Dean Shor started the discussion on graduate students being instructors of record, and whether this occurs in classes with solely undergraduate students, or if other graduate students are in these classes as well. Dean Shor also proposed if a policy to address this was necessary.
    2. Many council members stated that graduate students are the instructors of record for courses in their departments, but only for undergraduate courses. Andrew Wiemer also noted that a Center for Students with Disabilities (CSD) policy indicates that teaching assistants must be listed as instructors of record within Student Administration, which causes an inconvenience for departments. Further communication with CSD regarding this is anticipated.
    3. Additionally, some council members suggested a guidance document regarding this, which will be forthcoming.
  - iii. Open Defense Policy for secret/ITAR
    1. Dean Shor noted that with a number of projects being funded by private entities that require special clearance/access, making a public dissertation defense difficult. This number is only expected to grow and should be an area of focus moving forward.
    2. Council members Alexandra Hain, Julian Norato, Alexander Russell, Carlos Trallero, and Ioulia (Julia) Valla volunteered to join a task force on this initiative, with more work on this matter to come in the future and some expressing concerns about having closed defenses at public universities. Current bylaws require an open defense.

7. A motion to adjourn was made by Mary Anne Amalaradjou and seconded by Julian Norato. The Graduate Faculty Council meeting adjourned at 4:59 pm. The next GFC meeting is scheduled for November 20<sup>th</sup>, 2024.