**Graduate Faculty Executive Committee**

**Meeting Minutes**

**October 14, 2013**

Members Present: K. Boeltz; M. Dodds; E. Gravani; T. Hanford; B. Klein; P. McGinnis; J. Murphy; J. VanBuskirk

Members Absent: D. Bacigalupi; T. Baroni; R. Casella; J. Feliciano; T. Frenyea; I. Jordak; J. O’Callaghan; S. Pasha; C. Pass; C. Van Der Karr

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| **Topic** | **Comments** | **Action** |
| **Announcements** | P. McGinnis welcomed Kyle Boeltz to the committee. Kyle is representing Seat 9, Graduate Students.  M. Dodds will be attending the Faculty Senate meeting on 10/15 to discuss the GFEC bylaws amendment. |  |
| **Approval of Minutes** | The minutes from May 13, 2013 and September 16 were approved. | **Minutes approved** |
| **Old Business** |  |  |
| 1. Continuous Enrollment | T. Hanford distributed a handout for discussion regarding continuous enrollment for graduate students, as well as sample forms other SUNY institutions use. After discussion at today’s meeting, Thom will draft a formal policy and form to be distributed to committee members for their review prior to the next GFEC meeting. | **T. Hanford to draft formal policy and form for graduate LOA** |
| 2. Highlighting our educators | Tabled until next meeting |  |
| **Meeting Adjournment** | With no further business, the meeting was adjourned at 9:35 a.m. | **Adjourned** |

Submitted by Pam Schroeder

Approved 11/11/2013