**Graduate Faculty Executive Committee**

**Meeting Minutes - February 18, 2013**

Members Present: T. Baroni; J. Curtis; M. Dodds; J. Feliciano; T. Frenyea; M. Gonzalez; E. Gravani; P. McGinnis; L. Scott-Mack;

K. Sheets; C. Van Der Karr; S. Wilson

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| **Topic** | **Comments** | **Action** |
| **Minutes** | The minutes of November 26, 2012 were unavailable. |  |
| **Announcements** |  |  |
| 1. | P. McGinnis announced that Brett Troyan was elected to the graduate faculty by the GFEC via email vote. |  |
| 2. | P. McGinnis informed the committee that several GFEC members would not be attending GFEC meetings in the spring. Beth Klein is on sabbatical for the spring 2013 semester. Kevin Sheets has assumed duties as department chair and no longer has time to serve. Syed Pasha teaches during our meeting time. In the past, when members of the GFEC could not complete their terms or could not complete a part of their term, the member would find a replacement. Kevin Sheets followed this practice when recommending Brett Troyan as his replacement. P. McGinnis suggested that the replacement procedure should be described in the Bylaws of the Graduate Faculty. He will work on a description of the procedure. |  |
| 3. | P. McGinnis indicated that only one graduate student, Anne Reilley, would represent SUNY Cortland in Albany on Feb. 26 at *Boosting the Power of SUNY and CUNY – A Celebration of Graduate Research*. The event is co-sponsored by the University Faculty Senates of SUNY and CUNY. Emails sent to graduate coordinators, graduate faculty, and department chairs for nominations of graduate students to present their research resulted in only two other nominations, but neither of these students were interested or able to present. |  |
| 4. | P. McGinnis asked for a volunteer to serve as the GFEC representative to the Faculty Senate since Michele Gonzalez, our representative in the fall, is also serving as a senator for another area. M. Dodds volunteered. |  |
| **New Business** |  |  |
| 1. Alteration of Existing Course  BIO 521 – Molecular Biology | J. Curtis made a motion to recommend; seconded by  M. Dodds. Unanimous. | **Passed** |
| 2. Alteration of Existing Course  FSA 690 – Internship: Teaching Students with Disabilities 1-6 | C Van Der Karr made a motion to recommend; seconded by  J. Curtis. Unanimous. | **Passed** |
| 3. Alteration of Existing Program  MS in Sport Management | M. Dodds made a motion to recommend; seconded by  J. Curtis. Unanimous. | **Passed** |
| **More Announcements** |  |  |
| 1. | L. Scott-Mack asked the GFEC for advice about S grades. She received an inquiry from Syracuse University regarding the transfer of a SUNY Cortland graduate course that graded S/U. What grade is the letter grade equivalent of an S? GFEC members recommended that the S is an S and indicates Satisfactory performance. Syracuse University must make their own determination about whether or not a graduate course with an S grade can transfer. |  |
| 2. | C. Van Der Karr informed the committee about the newly purchased curriculum development software, Curriculog. |  |
| 3. | C. Van Der Karr indicated that she and P. McGinnis had met to work on the graduate portion of the Curriculum Change Guide. |  |
| 4. | E. Gravani informed the committee that a graduate student had inquired about the awarding of academic honors for graduate students at graduation. None are awarded by SUNY Cortland, but an asterisk is placed in the commencement program next to the names of any graduate students whose cumulative graduate GPA is 4.0 or above. |  |
| **Meeting Adjournment** | J. Curtis made a motion to adjourn; seconded by M. Dodds. The meeting was adjourned at 9:40 a.m. | **Adjourned** |

Submitted by Peter McGinnis

Approved 4/1/2013