**Graduate Faculty Executive Committee**

**Meeting Minutes – September 19, 2016**

Members Present: Darci Bacigalupi; Ronnie Casella; Jena Curtis; Mark Dodds; Jose Feliciano; Eileen Gravani; Isa Jubran; Jordan Kobritz; Caitlin Liberati; Joy Mosher; Jerry O’Callaghan; Judy Ouellette; Kevin Sheets; Carol Van Der Karr; Nance Wilson; Andy Young

Members Absent: Tracy Frenyea; Thom Hanford; Ingrid Jordak

|  |  |  |
| --- | --- | --- |
| **Topic** | **Comments** | **Action** |
| **Election of Chair** | J. Curtis welcomed the group, and new members, and introductions were made. Jena asked if there were any nominations to serve as chair. As no nominations were received, Jena has agreed to serve as chair. J. O’Callaghan made a motion for Jena Curtis to serve as committee chair; seconded by N. Wilson. Unanimous | **Jena Curtis Elected as GFEC chair** |
| **Approval of Minutes** | With no changes, the minutes from May 9, 2016 were approved. | **Approved** |
| **Old Business** |  |  |
| 1. Culminating Activity | The committee is still working on this project. |  |
| **New Business** |  |  |
| 2. GFEC and Graduate Coordinators | There was discussion about possible cross-over between GFEC duties and Graduate Coordinators’ meetings. It was stated that GFEC was a subcommittee of the Faculty Senate and that duties/responsibilities were clearly different. It was agreed that the GFEC would meet with the graduate coordinators at their next meeting (10/3).There was discussion about the future of graduate programs. It was agreed that the Provost should attend a future meeting. The committee should come up with a set of questions/concerns prior to the Provost’s visit. | **Submission to SUNY on hold** |
| 3. GFEC Grant Programs Forms | Based on a conversation last year, it was agreed that the applications and guidelines should include language of what kind of application is considered acceptable, as far as the content and appearance of the application. The forms were distributed and members will send in their suggestions for edits. |  |
| **Meeting Adjournment** | With no further business, the meeting was adjourned at 9:57 a.m.  | **Adjourned** |

Submitted by Pam Schroeder

Approved 10/31/2016