Graduate Faculty Executive Committee

Meeting Minutes

October 17, 2011

Members Present: J. Curtis; C. Benton; J. Feliciano; T. Frenyea; E. Gravani; T. Hanford; E. McDowell-Loudan; P. McGinnis; J. O’Callaghan; C. Van Der Karr; S. Wilson

Members Absent: J. Alemzadeh; M. Gonzalez; K. Sheets

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| **Topic** | **Comments** | **Action** |
| **Minutes** | There were no corrections to the minutes of October 3. P. McGinnis made a motion to approve the minutes. All approved. | **Approved** |
| **Old Business** |  |  |
| 1. MST in CECE Program Alteration | S. Wilson will be meeting with the three chairs of the involved departments on October 18 to come up with a compromise or solution in an effort to move forward with the program alteration. |  |
| 2. Draft GFEC Restructuring Proposal | There was continued discussion regarding the restructuring proposal. The proposal was shared with the graduate coordinators; they will need more time to review the proposal in its entirety before providing comments. With the current structure there seems to be a contradiction – some can be a graduate coordinator, but not be eligible to be on the GFEC, as the current policy states. It was agreed that this should be addressed. There was a question as to who currently has graduate faculty status. P. Schroeder will get this list. Once the graduate faculty are determined, the proposed restructuring policy will be sent to the graduate faculty. The GFEC will put a call out to eligible faculty to encourage them to apply for graduate faculty status.  P. McGinnis had a question of the current GFEC membership and noted that there are vacancies: 1) student representative; and 2) one representative from Kinesiology, Physical Education, and Sport Management. P. McGinnis has concerns that J. Walkuski was not invited to serve on the GFEC. C. Benton will ask Lynn Couturier to see if there is a volunteer who would like to serve on the committee. E. Gravani will be attending chairs’ council today and will ask for volunteers at this meeting. Once volunteers are determined, an election will take place by and from the graduate faculty within the volunteers’ department.  C. Benton will talk to Joanne Barry again about having GFEC being part of the committee on committees voting structure. | **Pam will get a current listing of graduate faculty.**  **Benton to talk with Lynn Couturier to seek a volunteer to serve on GFEC.**  **E. Gravani will ask for volunteers at the chairs’ council meeting today.** |
| 3. Graduate Student Funding Program and Applications | $3,000 has been allocated to our grant program this year. It was noted that Benton asked for more funds but was not supported this year. With some funds remaining from last year, there is about $3,400 for this year’s programs. There were no changes suggested on the application forms. Pam will convert the forms to pdf fillable and will post them on the GFEC webpage. T. Frenyea asked for copies of the forms to post on the graduate student webpage as well. | **P. Schroeder to post grant application forms on the GFEC webpage, and to send the forms to T. Frenyea for posting as well. Schroeder will send out an email to faculty/staff and student list serves to announce the grant programs.** |
| 4. GFEC Survey | There was discussion on some of the results from the survey. Findings showed that about 10% of research is published; 25-30% present at conferences; there is continued need for graduate and research assistantships. Carol added that G. Avery is looking at the available assistantships on campus; currently there are only 12 on campus. |  |
| **Meeting Adjournment** | There was a motion to adjourn the meeting by J. Alemzadeh; seconded by M. Gonzalez. The meeting was adjourned at 10:00 a.m. | **Adjourned** |

Submitted by Pam Schroeder

Approved 11/14/2011