**Graduate Faculty Executive Committee**

**Meeting Minutes – December 11, 2017**

Members Present: Ronnie Casella; Darci Contri; Jena Curtis; Jose Feliciano; Tracy Frenyea; Rocio Gosende Suarez; Eileen Gravani; Isa Jubran; Joy Mosher; Jerry O’Callaghan; Judy Ouellette; Kevin Sheets; Carol Van Der Karr; Nance Wilson; Andy Young

Members Absent: Mark Dodds; Ingrid Jordak

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| **Topic** | **Comments** | **Action** |
| **Minutes** | With a clarification edit to the letter of intent process, N. Wilson made a motion to accept the minutes from 10/30/2017; seconded by J. O’Callaghan. Unanimous. | **Approved** |
| **New Business** |  |  |
| 1. New Program Proposal Teacher Leadership Advanced Certificate | In the program highlights sections, it was recommended to remove the language “self-paced” as it may seem confusing on how the course is offered. It was also recommended to remove the A+ grading from the course syllabi, since the recently approved policy will be effective with the Fall 2018-19 College Catalog. With these changes, J. O’Callaghan made a motion to recommend; seconded by N. Wilson. Unanimous | **Passed** |
| 2. Review of grant applications  | After review and discussion of the applications received, the following amounts were funded: Ashton $479.64 Austin $146.00 Dambach $224.07 Martone 950.00 Masconi $500.00Where applicable, funding received is pending IRB approvals. | **Passed**  |
| **Meeting Adjournment** | With no further business, the meeting was adjourned at 9:44 a.m.  | **Adjourned** |

Submitted by Pam Schroeder

Approved 2/19/2018