

**Graduate Council Meeting
September 6, 2016
Health Science Campus, Health Education Building, Room 103**

Present: Bhuiyan Alam, Amanda Bryant-Friedrich, Huey-Shys Chen, Leigh Chiarelott, Travis Taylor (for Viviana Ferreira), Rodney Gabel Bashar Gammoh, Jason Huntley, David Jex, Edward Janak, Andrea Kalinoski, Junghwan Kim, Anand Kunnathur, Carolyn Lee, Song-Tao Liu, Jyl Matson, Joseph Margiotta, Marcia McInerney, Daryl Moorhead, Douglas Nims, Lori Pakulski, John Plenefisch, Susan Pocotte, Geoffrey Rapp, Jennifer Reynolds, Sonmez Sahutoglu, Amal Said, Constance Schall, Barry Scheuermann, Joseph Schmidt, Barbara Schneider, Zahoor Shah, Eric Simpson (GSA), Susan Sochacki, Jason Stumbo, Jerry Van Hoy, Richard Welsch, Kandace Williams.

Excused: Frank Calzonetti, Ben Davis, Michael Dowd, Viviana Ferreira, Mohamed Samir Hefzy, Richard Johnson, Youssef Sari, Martha Sexton.

Guest: Hans Gottgens, Patricia Relue.

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called. The Minutes of the Graduate Council meetings of March 22, April 5, April 19 and May 3 were approved.

Executive Reports

Report of the Executive Committee of the Graduate Council

Dr. Connie Schall, Graduate Council (GC) Chair, reported that the GC Chair gives regular reports to the Academic & Student Affairs Committee of the Board of Trustees (BOT). The reports given on May 16, 2016 and August 15, 2016 are posted on the GC website <http://www.utoledo.edu/graduate/facultystaff/gradcouncil/>. The next BOT meeting of the Academic & Student Affairs Committee is October 10, 2016.

In summer business, the Graduate Council Executive Committee (GCEC) appointed Dr. Patricia Relue to a three-year term on the Research Council. Dr. Song-Tao Liu was appointed by GC to serve as a Research Council representative for the fall 2016 term in place of Dr. Zeljko Cuckovic (on sabbatical).

The GCEC referred the Missed Class Policy 3364-71-14 (revised May 2011) to the Academic Programs & Regulations Committee (APRC). Dr. Mary Powers, Faculty Athletics Representative, requested inclusion of graduate student athletes in this policy. The Faculty Senate (FS) is leading efforts in formulating a new medical withdrawal policy, for undergraduate and graduate students, in close cooperation with the Provost's office. The APRC will provide review and provide input on that policy.

The GCEC worked closely this summer with the FS on supporting initiation of a student concern portal, the 'Rocket Care Report'. The Associate Vice President for Student Affairs and Dean of Students, Dr. Phillip 'Flapp' Cockrell will provide information about this portal at the next GC meeting September 20th. Dr. Stanley Edwards from the UT Counseling Center has also been invited to attend the September 20th meeting.

President Gaber and Provost Hsu are our invited speakers at the October 18th GC meeting. Specific questions or concerns should be sent to GCEC members by October 7th to forward on to Drs. Gaber or Hsu prior to the October 18th meeting.

The GCEC acted on curriculum items for the GC as a whole during the summer as empowered by GC its May 3, 2016 GC meeting. As requested by Dr. Relue, decisions on these proposals will be presented today in addition to a schedule for review of curriculum proposals for this academic year.

The agenda was reordered to allow Dr. Patricia Relue to deliver her report to accommodate her schedule.

Standing Committee Reports

Report of the Curriculum Committee

On behalf of the Graduate Council Curriculum Committee (GCCC) Dr. Patricia Relue reported that the GCCC reviewed and approved the following curriculum. The GC had approved empowerment of GCEC during summer 2016 to review and approve these graduate curricular proposals at its meeting on May 3, 2016.

There were a couple of catalog clean up spreadsheets, from the College of Health Sciences and the College of Pharmacy and Pharmaceutical Sciences, which were not reviewed during the summer but will go out this week.

The 2016-2017 GCCC is almost seated.

#	Type of Proposal	Coll.	Dept.	Proposal Name	Course No.	Summary of proposal
1	ECM	SM	Mathematics and Statistics	Advanced Statistical Methods II	MATH 5610	Change in title, cross-list, catalog description, pre-req, and course content
2	ECM	SM	Mathematics and Statistics	Statistical Computing	MATH 5640	Change in catalog description and course content
3	ECM	SM	Mathematics and Statistics	Statistical Consulting II	MATH 6610	Title correction
4	ECM	SM	Mathematics and Statistics	Statistical Consulting II	MATH 8610	Title correction, change in credit hours (from 2 to 3), and cross-list fixed (see MATH 6610)
5	PRR	SM	Mathematics and Statistics	MS in Mathematics (Statistics pathway)	NA	Change in required courses; 35 to 36 cr hrs (MATH 6610 cr hr change; 4 sem x 9 hr/semester)
6	NCP	BU	Information Operations and Technology Mgmt.	Business Intelligence Management	INFS 6150	(3 cr hr) This course aims to give students a broad understanding of technical and business issues in data analytics. Students will gain proficiency with reporting, data visualization and prediction. Students will learn analytics techniques that are useful in areas such as marketing and forensics accounting.
7	NCP	BU	Information Operations and Technology Mgmt.	Essentials of Business Analytics	OSCM 6250	(3 cr hr) This course provides a broad understanding of tools, techniques and business issues in using business analytics. It introduces the students to data visualization, descriptive and predictive data analytics tools and techniques. It also provides problem formulation and solving skills in prescriptive and evaluative analytical tools (Mathematical Programming, Monte Carlo Analysis). Skills in analysis and communication of the results will be developed through use of cases and software.

The Graduate Council Curriculum Committee in coordination with the College of Graduate Studies has developed a proposal review schedule that should assist faculty in planning submission of their proposals and also assist the committee and the Graduate Council in anticipating its review.

**Graduate Council Curriculum Committee
 Proposal review schedule
 2016 - 2017**

GCCC review steps			GC meeting
Proposal in system by	Proposals to GCCC	Votes back from GCCC	Tuesday 12:30 – 2:00 p.m. unless otherwise noted*
F September 2, 2016	R September 8, 2016	R September 15, 2016	T September 20, 2016
F September 30, 2016	R October 6, 2016	R October 13, 2016	T October 18, 2016
M October 17, 2016	R October 20, 2016	R October 27, 2016	T November 1, 2016
M October 31, 2016	R November 3, 2016	R November 10, 2016	T November 15, 2016
W November 9, 2016	T November 15, 2016	T November 22, 2016	T November 29, 2016
M November 28, 2016	R December 1, 2016	R December 8, 2016	T December 13, 2016
M January 9, 2017	R January 12, 2017	R January 19, 2017	T January 24, 2017
M January 23, 2017	R January 26, 2017	R February 2, 2017	T February 7, 2017
M February 6, 2017	R February 9, 2017	R February 16, 2017	T February 21, 2017
M February 27, 2017	R March 2, 2017	R March 16, 2017	T March 21, 2017
M March 20, 2017	R March 23, 2017	R March 30, 2017	T April 4, 2017
M April 3, 2017	R April 6, 2017	R April 13, 2017	T April 18, 2017
M April 17, 2017	R April 20, 2017	R April 27, 2017	T May 2, 2017
M April 24, 2017	Summer	Summer	T May 2, 2017 For summer approval list

Executive Reports -Continued

Report of the Graduate Student Association

Mr. Eric Simpson, President of the Graduate Student Association (GSA) reported the following:

- The first General Assembly meeting is scheduled on September 13, 2016 at 6:00 pm., on Main Campus in the President's Hall Multipurpose Room (residence dorm across street from Rocket Hall). In addition, all general assembly meetings for the 2016-2017 academic year have been scheduled on alternating campuses.
- Representative positions are expected to be filled at the GSA executive board meeting on September 6, 2016.
- GSA website has been updated to provide more information to graduate students and to provide greater clarity regarding the travel reimbursement process.
- GSA has completed its budget for the 2016-2017 academic year and readjusted travel reimbursement rates based on increased requests over the past two years.
- Beginning to work on planning fall events and drafting a preliminary timeline for the Midwest Graduate Research Symposium.

Discussion:

Dr. Kandace Williams sought elaboration on the reimbursement rates.

Mr. Simpson responded that rates vary according to:

GSA Officers and Representatives are eligible for \$400. Active member \$300 (defined as attending at least two GSA General Assembly meetings or service as an MGRS volunteer.

And Inactive members are eligible to receive \$100. The rates are per academic year. He noted that the amount was reduced from \$350 last year to \$300 this due to an increase in year due to a 30% increase in travel applications. The GSA felt it was necessary to fund more students.

Dr. Song-Tao Liu asked if this information is available on the GSA website.

Mr. Simpson replied that the information is on the GSA website at <https://graduatestudentassociationblog.wordpress.com/> and includes eligibility information along with clarification of expenses, deadlines and required forms.

Dr. Williams asked whether presentation at conferences is an eligibility requirement.

Graduate students either attending or presenting are eligible, however, priority is given to those presenting and advancing research, particularly for larger conferences.

Report of the Dean of the College of Graduate Studies

Dr. Amanda Bryant-Friedrich, Dean of the College of Graduate Studies, invited Council to ask her any questions before she gave her report. Barring no questions, she preceded her report with a brief introduction of herself. Dean Bryant-Friedrich provided a brief introduction of her experience at UT. She has been at UT since was recruited here in 2007 when she joined the faculty as an untenured assistant professor. She went through the tenure process. She serves as the Director of the Shimadzu Laboratory for Pharmaceutical Research Excellence. Additionally, she has,

- trained about 80 undergraduate students and 25 graduate students in her lab, with 7 remaining contributing to her research on nucleic acid damage processes and how they contributes to disease development. Received funding by NSF for ~20 years,
- served as director of international graduate student recruitment for the College of Pharmacy and Pharmaceutical Sciences,
- taught as an Associate Professor of Medicinal and Biological Chemistry,
- been involved in promoting STEM and minorities,
- done outreach in AWIS as a member at the regional and national levels, and
- provided grant review for several agencies, especially in cancer and training.

To begin her report with good news, she was pleased to share the current graduate enrollment for fall 2016 at 4301, compared with 4237 last year, noting that professional programs were not included in this number.

Dean Bryant-Friedrich referenced her presentation 'Visions and Goals: College of Graduate Studies' to present the five major goal areas, strategies to achieve them, and a look at where we are now, in order to achieve those goals. Each category representing one of the five pillars of the College of Graduate Studies structure.

Marketing and Recruitment

- Enrollment
- Rankings and Prestige
- Diversity

First goal of enrollment has seen some results from the good practices initiated under the enrollment consultant, Dr. Jim Mager and the work of the Strategic Enrollment Planning Council.

The second goal is ranks and prestige. Where do we look at our indicators? Is U.S. News & World Report a better gauge of undergraduate education? For graduate education, we have to pay serious attention to our Carnegie classification – high research active university.

Potential graduate students look at this. As a member of the Strategic Planning Council (SPC), Dean Bryant-Friedrich said she will give a voice to graduate education. The Strategic Enrollment Planning Council is a component of the SP. They should align for a strategic direction.

The third goal is diversity. Graduate student enrollments are not very diverse in a lot of areas. NOA-AGEP being led by Dr. Pocotte has a start date of fall 2016. It is a consortia grant involving several Ohio institutions. When it comes to marketing and recruitment, looking at where we are going is important.

Policies and Procedures

- One college, one identity
- Efficient and transparent procedures
- Student-centered policies
- User friendly
- Graduate/Professional Student Information System

We did lose Tammy Oelkrug, so that is an issue and we are talking to Provost's office regarding alignment. Some changes will occur. We are following different policies and procedures and it is murky. We need them to be efficient and transparent. We need discussions with the associate deans. An area needed is a deferment policy. However, it has resource implications and will require discussions with other areas of the university. We have to look at that. Another need policy is family leave for graduate students. Our policies may not be well suited for young families. We are meeting with folks on both campuses where they are with their policies.

Several procedures are still not automated and we are looking to automate where possible. Automation will greatly enhance our efforts. The Dean attended the Midwest Best Regional Meeting and Webinar at Wayne State about a month ago to learn about the graduate student tracking system that they are getting ready to roll out which tracks each student from inquiry to graduation. We plan to initiate this system with minimal cost.

Funding

- Funding Programs
- Faculty participation in Student Funding
- Multi-Investigator Graduate Student and Postdoctoral Training Programs

We lost \$1.2 million from last year to this year. The good news is that this did not affect our funding for tuition and stipends. Recruitment is affected with cuts. We have to be strategic with the funds we have.

Our colleagues want to know more about the COGS funding. Accordingly, Dean Bryant-Friedrich said she will devote some of her time to explaining the budget and the process. She encouraged Council to send her an email with their queries. She will speak with the associate deans first and then address the questions.

She encouraged Council to take advantage of grants. We want to support research and educational mission. Multi-investigator training is a lofty, but worthwhile goal. The university does not do enough for post docs. Only two Council members responded that they had post-docs. Dr. Song Tao Liu admitted that it is difficult to recruit them here. Dr. Bryant-Friedrich stated that UT needs post-docs training in the laboratory doing advanced research. Although we have limited human resources, it is important that we have more interdisciplinary projects.

Philanthropy requires having an advancement officer. She will also work with the Office of Research and plans to meet regularly Dr. Frank Calzonetti, Vice President for Research. We want to pay attention to advancement efforts.

Professional and Personal Development

- Excellent Career Placement
- High Student Morale and Satisfaction
- Excellent Mentoring Outcomes
- Work-Life Satisfaction
- Inclusive Training Environment
- Community and Professional Service

We need to do a better job preparing our students for the workforce. We need to listen to them. We need to mentor the mentors and students. AWIS is bringing a mentoring program to campus with a focus on mentoring women.

Support Services

- Simplified Workflow
- Graduate/Professional Student Information System
- Academic and Professional Resources
- Graduate Student Community Resources

We did a Gallup StrengthsFinder for staff. It was there to help people work toward their strengths and bring a sense of well-being in the office. We can extend this program to our graduate students to help them become leaders in their field. We can't get to all of the graduate students, thus the importance of training mentors.

Additionally, we are currently working on automating the GAPA process as well as other processes.

COGS is student-centered. It takes this body to make sure that the policies and procedures are clear, transparent and student-friendly.

Dean Bryant-Friedrich expressed her concern for the need for family leave for graduate students and the lack of child care on the Main Campus. She served as board member on Apple Tree child care facility formerly on the Main Campus and two of her graduate students had pre-school children enrolled there. In order to have an environment of productivity, you have to know your children are in good care. The lack of support in these areas has a clear effect on graduate students. The Graduate Council can make a statement on this issue. Dr. Geoffrey Rapp agreed that the lack of child care on the Main Campus is problematic.

Discussion:

Dean Bryant-Friedrich invited questions.

Dr. Jason Huntley asked if there were plans improving our national ranking and recognition.

Dean Bryant-Friedrich said that as a university we are trying to maintain our Carnegie research classification, and stay healthy so that we can begin to invest in new things.

Information and Discussion Items

Standing Committees –New Members

Dr. Andrea Kalinoski, Vice Chair, reported that she and the GCEC have worked diligently to populate the Graduate Council Standing Committees.

There are a few vacant slots that need to be filled as soon as possible as the committees need to meet, particularly for a representative from the College of Health and Human Services and the College of Natural Sciences and Mathematics to serve on the Curriculum Committee.

Associate Dean Plenefisch will seek volunteers at the NSM Council which meets today, September 6th.

Dr. Kalinoski will send an email to Graduate Council inquiring if the know of colleagues who may be interested in serving. Additionally, she asked to the Associate Deans to seek volunteers to fill the remaining open seats on committees.

The Membership Committee is seated. The Program Review Committee needs representatives from AR, NSM, NU, LAW, PHM, as well as a new chair. The Academic Programs and Regulations Committee needs a representative from HHS.

Dr. Schall, GC Chair encouraged engagement of Graduate Council members on the GC standing committees to represent their colleges.

Updates from the Vice President of Research

Newly appointed Vice President of Research, Dr. Frank Calzonetti will provide a report at the next Council meeting.

Standing Committee Reports -continued

Report of the Membership Committee

On behalf of the Membership Committee, member Dr. Hans Gottgens reported that the committee will meet four times this fall. The committee typically reviews ~200 applications per year. There are 44 applications under current review. He noted that the review process takes a bit of time as the chair completes an initial review and communicates and seeks review from the committee as a whole.

The Membership Committee has created an application review schedule for fall semester 2016, which will be posted on the Graduate Council website.

Membership Committee – Fall 2016 Schedule

	Number of applications	Reviewed by committee Chair - send to the members of the committee for review	Reviewed by the committee members - individual member recommendations returned to Chair	Recommendations of committee members compiled - final recommendation returned to COGS
APPLICATIONS IN SPRING III batch and in Summer 16 batch	44	Wednesday, September 7, 2016	Thursday, September 22, 2016	Monday, September 26, 2016
applications submitted and posted in the applications folder in the Z drive by Friday, September 23, 2016		Friday, September 30, 2016	Thursday, October 20, 2016	Monday, October 24, 2016
applications submitted and posted in the applications folder in the Z drive by Friday, October 21, 2016		Friday, October 28, 2016	Thursday, November 17, 2016	Monday, November 21, 2016
applications submitted and posted in the applications folder in the Z drive by Friday, November 18, 2016		Wednesday, November 23, 2016	Thursday, December 15, 2016	Monday, December 19, 2016

Old Business

None.

New Business

Regarding the GCEC discussion on quorum for committees and whether it should be in the Bylaws of the Graduate Council, Chair Schall reported that the GCEC had inquired with the committee chairs. Their recommendation on quorum necessary to conduct business is as follows:

Academic Program Review	Majority
Academic Standing	Majority
Curriculum Committee	2/3
Graduate Program Review	In process of compiling a consensus report. Waiting for feedback from Chair.
Graduate Student Affairs	Majority
Membership	2/3

Adjournment

There being no further business, the Council adjourned at 1:35 p.m.