

**Graduate Council Minutes
February 21, 2017
Main Campus, Student Union, Room 2582**

Present: John Bellizzi, Amanda Bryant-Friedrich, Frank Calzonetti, Leigh Chiarelott, Viviana Ferreira, Rodney Gabel, Bashar Gammoh, Mohamed Samir Hefzy, Jason Huntley David Jex, Edward Janak, Andrea Kalinoski, Anand Kunnathur, Song-Tao-Liu, Jyl Matson, Daryl Moorhead, Madeline Muntersjborn, Lori Pakulski, John Plenefisch, Geoffrey Rapp, Patricia Relue, Jennifer Reynolds, Amal Said, Youssef Sari, Constance Schall, Barry Scheuermann, Beth Schlemper, Joseph Schmidt, Barbara Schneider, Zahoor Shah, Eric Simpson (GSA), Susan Sochacki, Jason Stumbo, Jerry Van Hoy, Richard Welsch.

Absent: Michael Dowd, Joseph Margiotta, Kandace Williams.

Excused: Huey-Shys Chen, Ben Davis, Marcia McInerney, Douglas Nims, Megan Stewart.

Guests: Laurie Dinnebeil, Hans Gottgens, Susan Hochberg, Dorothea Sawicki, Amy Thompson.

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called.

Executive Reports

Report of the Executive Committee of the Graduate Council

On behalf of Graduate Council, Chair, Dr. Connie Schall reported that the Membership Committee will make its recommendation on changes to the graduate faculty application and procedures for evaluation of equivalent experience for applicants for full graduate faculty status who do not hold a terminal degree in their discipline on March 21st.

Curriculum proposals must be submitted by April 17th in order to be acted on by the curriculum committee before the end of the academic year. The GCEC can act during the summer recess only as empowered by the GC only on curriculum matters discovered and reported to the GC before the recess. The GCEC cannot approve new programs during the summer recess. Please submit curriculum items well before the April 17th due date to ensure that items can move through approval before the fall 2017 semester.

We have three more GC meetings this academic year before our final meeting and election of a new vice chair and members of the executive committee. Topics for discussion may be sent to Chair Schall or any other member of the GCEC.

Report of the Graduate Student Association

Mr. Eric Simpson, President of the Graduate Student Association (GSA) reported that GSA's

1. Next General Assembly meeting will take place on Wednesday, February 22, 2017, on the Health Science Campus (HEB 103) from 6:00 pm – 8:00 pm.
2. MGRS Steering Committee held its third meeting on Sunday, February 19th, from 6:00 pm – 8:00 pm in the GSA Office (SU 1509). All coordinators provided updates and Dr. Emmitt R. Jolly was selected as the keynote speaker at MGRS.
3. Website will begin accepting nominations for 2017-2018 Executive Board Officer positions starting Thursday, February 23, 2017. Nominations will remain open until the end of the general assembly meeting on March 14th. In addition, the election period will start on Friday, March 17th at 12:00 a.m. and end on Friday, March 31st at 11:59 p.m. If you know of anyone interested, they will be able to submit their nomination along with a brief statement.

Report of the Dean of the College of Graduate Studies

Dr. Amanda Bryant-Friedrich, Dean of the College of Graduate Studies provided the following updates:

- *Request for Proposals for New Graduate Programs*
A link to the full description and submission form is on COGS website left menu. The Council of Associate Deans will review the proposals.
- *Associate Dean for Academic and Student Affairs*
We are working diligently to fill positions in COGS, particularly the Associate Dean for Academic and Student Affairs.
- *Graduate Program Proposals in Ohio*
As a member of the Chancellor's Council on Graduate Studies (CCGS) of the Ohio Department of Higher Education, the COGS Dean receives weekly reports of program proposals. The following is a current list of new programs and program changes throughout the state. This is helpful when considering possible realignment of our programs. There is a lot of activity in graduate studies.
 - Full Program Proposals
Ohio University – Masters in Accountancy
Ohio State University – Master of Arts in Medical Humanities and Social Science
 - Program Development Plans
Ohio State University – Mater of Arts in Contemporary Art and Curatorial Practice
University of Toledo – Masters in Athletic Training
Bowling Green State University – Ph.D. in Data Science
Wright State University – Master of Science in Athletic Training
 - Change Requests
University of Toledo – Ph.D. in Curriculum and Instruction Special Education –Online
adding this online option of delivery (1st in the State)
Kent State University - Master of Education, Educational Science and PhD K-12 Leadership –Name Change
 - Inactivation
Kent State University
Master of Arts in K-12 Leadership
Master of Educational C&I Junior High School/Middle School
Master of Education
Youngstown State University
Early Childhood Education
Special Education General Option
- *COGS 2017 Annual Fellowships, Scholarships and Awards*
The deadline was February 17th. The Fellowships and Scholarships Committee will be called to review qualifying applications.

Information and Discussion Items

New Course/Program Survey for State Authorization

Dr. Dorothea Sawicki, Vice Provost for Health Science Affairs and University Accreditation and Ms. Sue Ann Hochberg, J.D., Director of State Authorization and Professional Licensure Disclosure were invited to Council to provide information on the National Council for State Authorization Reciprocity Agreements (SARA).

The State Authorization Reciprocity Agreement is a voluntary agreement among its member states and U.S. territories that establishes comparable national standards for interstate offering of postsecondary distance-education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state. We have been asked to provide a report of students doing educational experiences in other states. We are working with the Registrar, Information Technology and Institutional Research to develop a system to collect information about how our colleges track internships, coops and placements. The Registrar's office can provide a list of identified courses. Ms. Hochberg worked with Ms. Marcia King-Blandford in the Provost's Office to develop survey for new courses https://utoledoair.co1.qualtrics.com/SE/?SID=SV_eypZdA7BsP1Yi7H and new program proposals https://utoledoair.co1.qualtrics.com/SE/?SID=SV_a8HQyAYnPxjWgjH (powered by Qualtrics). She reviewed each of the survey questions.

If you answer 'no' the survey ends. If yes, check all that apply. Ohio along with 46 other states participate in SARA.

Discussion:

Dr. Patricia Relue inquired about available marketing materials. Ms. Hochberg replied that SARA is referenced in the University's catalog, website, and there is a brochure. There is a new federal rule published regarding online programs leading to licensure. Still we have a page of contact information for students. Dr. Thea Sawicki noted this references a new program proposal, not a modification. We may keep in touch with GC in case a lecture courses changes.

Dean Bryant-Friedrich asked who is responsible for completing this survey. Ms. Hochberg replied that whoever submitted the course following Graduate Council approval. She will send link to individuals asking them to do survey. Information from surveys is sent to Ms. Sue Hochberg, Ms. Shelly Drouillard in Career Services and the Registrar's Office.

Dr. Connie Schall stated that it is not clear whether independent study and honors research are included and thus, suggested the addition of a definition.

Strategic Plan Update

Dr. Laurie Dinnebeil, The University of Toledo Strategic Planning Committee co-chair and liaison to Professional Staff Association, was pleased to attend the Graduate Council meeting to provide an update on the Strategic Planning Process. She thanked Ying Liu who has been instrumental in providing institutional data. Dr. Dinnebeil reviewed her PowerPoint presentation (SP presentation to GC Feb.2017rev) outlining,

- Nature of the UT SP Process
- Strategic Planning Committee members
- Timeline
- Emerging Topics from Working Groups 11/2016
- Evolving Structure of UT Strategic Plan
- UT Participation
- Elements of the Plan
- Follow Up

Emerging topics such as reputation, visibility, research, etc., were themes identified throughout the plan.

Emerging topics from working groups as of 11/2016

- Reputation / Visibility
- Reputation / Research
- Student success agenda
- Graduate, professional students
- Fundraising
- Fiscal health/finances
- Community engagement
- Comprehensive nature of UT curriculum and departments
- Athletics
- Working at UT



GC was invited to vetting sessions last week, so many may have already seen the current draft. The draft will continue to be shared with the university community. Dr. Dinnebeil invited Council to attend any of listening sessions next week to learn more about the strategies associated with each focus.

There were no questions.

Office of Research and Sponsored Programs

Dr. Frank Calzonetti, Vice President for Research provided an update on the Research section of the UT Strategic Plan.

UT Strategic Plan Areas of Focus

- Student Success and Academic Excellence
- Research, Scholarship and Creative Activity**
- Faculty, Staff and Alumni
- Fiscal Positioning and Infrastructure
- Visibility and Engagement



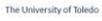
Research is listed as the second of five areas of focus. This is important for entire institution to understand and support. Research should be rewarded, honored, and endorsed by the colleges and administration. President Gaber understands and supports this mission.



II. Research, Scholarship and Creative Activity

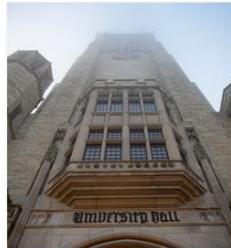
Two Primary Goals

- Make research, scholarship and creative activities central to the mission of the University to enhance our national position as a research institution.
- Improve research support, research infrastructure and partnerships.



Goal 1: Make research, scholarship and creative activities central to the mission of the University

1. UT will become nationally recognized in 5 areas of excellence
 - Develop a hiring plan to support these areas
2. Empower faculty and staff to increase success in research, scholarship and creative activity
 - Increase engagement with federal and state agencies
3. Broaden the national prominence of faculty research, scholarship and creative activities
 - Increase and Support more high-level research conferences on campus



The University of Toledo 4

We have faculty that are at the national level with research, but not the critical mass. In order to gain national recognition, select niche areas should be identified, encouraging faculty to stay here. We need to increase our engagement with federal and state agencies as well as broaden national prominence of faculty.

Bringing people to campus provides an opportunity to showcase our research and share our story.

Goal 2: Improve research support, research infrastructure and partnerships

1. Invest in research
 - Improved Research infrastructure
 - User-friendly electronic research administration system
2. Foster community engagement through research collaborations that have relevance locally, regionally and internationally
 - Seek external support for collaborative projects that address regional challenges



6

Need more investment in research infrastructure. The University is moving away from Coeli Koeus and exploring other options to for our broad needs.

Office of Research and Sponsored Programs

Research Assessment

- Metrics driven assessment
- How does UT compare to our peer institutions?
- Faculty, staff and student input (survey results)
- What investments or changes are needed to achieve research goals in Strategic Plan?
- Target completion date: April 17, 2017



The University of Toledo 6

Research contributes to the university as a whole, and through strategic planning, is leading a comprehensive approach. We are comparing with other institutions.

Dr. Calzonetti welcomed input and reminded Council that additional vetting sessions are scheduled next week.

Standing Committee Reports

Report of the Curriculum Committee

On behalf of the Graduate Council Curriculum Committee (GCCC), Chair Dr. Patricia Relue reported that the GCCC reviewed and approved the following curriculum. Council approved unanimously.

#	Type of Proposal	Coll.	Dept.	Proposal Name	Course No.	Summary of proposal
1	PRR	MD	Physician Assistant	Human Donation Science	MD-HDSC-MS	Addition of a completely online track for the MSBS Human Donation Science Professional Science Masters program to accommodate students that want to go part-time due to work conflicts. Online courses will be offered every semester. Current in person delivery of courses is unchanged; same courses for both tracks.
2	NCP	SM	Chemistry	Chemistry of Instrumentation Techniques	CHEM 5170	(2 cr hr) Lab course. CHEM 5170 is a new graduate level course required of the approved Masters of Education and Science (MES) program. The purpose of this laboratory is to introduce students to the instrumentation that chemists use to analyze and characterize molecules. This course focuses on the study of advanced instrumentation techniques and structural determination of organic and inorganic compounds with an emphasis on pedagogical aspects of the techniques.
3	NCP	SM	Chemistry	Chemistry of Sustainable Materials	CHEM 5230	(4 cr hr) CHEM 5230 is an online course required for the Master in Education and Science program. Course topic is the applications of the principles of chemistry to understand the issues related to a sustainable energy future.

Report of the Membership Committee

On behalf of the Graduate Council Membership Committee, Chair Dr. Hans Gottgens provided a summary report of the committee's recent review of applications and its recommendations. He expressed his appreciation for this hard-working committee.

Dr. John Plenefisch suggested that notification for expiration of membership for external members be directed to department chairs only, not the external member, since external members are often invited to apply for membership by a department or UT faculty member for a limited purpose and amount of time. Dean Bryant-Friedrich indicated that she would look at the wording of these particular letters.

GRADUATE FACULTY MEMBERSHIP APPLICATIONS -Fall III 2016 (Nov-Dec., 2016) plus 2 applications from Fall II (Sep-Oct 2016)																						
College	Full			Associate			Professional			Adjunct			Special Status			APPLICATION RETURNED/ STILL IN REVIEW			TOTAL			Total
	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	
Business and Innovation																			0	0	0	0
Engineering																			0	0	0	0
College of Health and Human Services										3	2								0	3	2	5
Judith Herb College of Education										1	1		1	3					1	4	1	6
College of Arts and Letters	1															1			2	0	0	2
College of Law										1									0	1	0	1
Medicine and Life Sciences			1																0	0	1	1
Natural Sciences and Mathematics		1												1	1				0	2	1	3
Nursing		1																	0	1	0	1
Pharmacy and Pharmaceutical Sciences															1				0	0	1	1
Honors College																			0	0	0	0
Libraries															1			1	0	0	2	2
Total	1	2	1	0	0	0	0	0	0	0	5	3	1	4	3	1	0	1	3	11	8	22

Old Business

None.

New Business

None.

Adjournment

There being no further business, the Council adjourned at 1:20 p.m.