

Graduate Council Minutes
March 24, 2015
12:30 – 2:00 p.m.
Health Science Campus, Health Education Building, Room 103

Present: Brian Ashburner, Ainsworth Bailey, Michael Dowd, Mary Ellen Edwards, Brian Fink, Rodney Gabel, April Gardner, David Giovannucci, Hans Gottgens, Eric Prichard for GSA, Susanna Hapgood, Mohamed Samir Hefzy, Ruth Hottell, David Jex, Richard Johnson, Virginia Keil, Junghwan Kim, Jon Kirchhoff, Patricia Komuniecki, Anand Kunnathur, Marcia McInerney, Willie McKether, William Messer, Holly Monsos, Ron Opp, Susan Rice for Kelly Phillips, Susan Pocotte, Sonmez Sahutoglu, Hassan HassabElnaby for Amal Said, Youssef Sari, Constance Schall, Barry Scheuermann, Joseph Schmidt, Rebecca Schneider, Diana Shvydka, Cynthia Smas, Susan Sochacki, Pamela Stover, Viranga Tillekeratne, Jerry Van Hoy, Lois Ventura, Ivana de la Serna for Kandace Williams

Excused: Peter Andreana, Joseph Dake, Ali Fatemi, Diane Salvador, Stan Westjohn

Absent: Debra Boardley, Dwight Haase, Kenneth Kilbert

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called. The Minutes of the February 24, 2015 meeting were approved.

Executive Reports

Report of the Executive Committee of the Graduate Council

Dr. Ron Opp, Graduate Council (GC) Chair, stated that there are no informational speakers scheduled for today; however, Ms. Heather Huntley, Director of University Accreditation and Program Review, is scheduled to speak at the April 7th GC meeting regarding the review of graduate programs. Dr. Alana Malik, Director of University Assessment, will speak about assessment of graduate programs at the April 21st GC meeting. At the May 5th GC meeting, the final meeting for the AY 2014-15, GC will finish any outstanding Council business, including curricular and membership actions. Dr. Rebecca Schneider, the current Vice Chair, who will become the GC Chair for AY 2015-16, will convene the new GC to welcome new GC members and conduct elections for officers for the AY 2015-15 GC.

Report of the Graduate Student Association (GSA)

Mr. Eric Prichard, Acting Vice President of GSA, reported that the 6th Annual Midwest Graduate Research Symposium (MGRS) held on March 21st was a success. There were approximately 180 participants in attendance from 16 universities. Eric offered a special thank you to all of the graduate faculty members who served as judges and to Dr. Kandace Williams and Ms. Mary Jo Borden for their service on the lunchtime panel. The MGRS Awards Dinner Keynote Speaker, Dr. Michael Rees, University of Toledo (UT) Departments of Urology and Pathology, gave an excellent address entitled "What it Means to be Human". After the address, GSA President Aaron Shaw presented six GSA awards: three each to the top paper and poster presenters. Additional awards from Sigma Xi, the Association for Women in Science (AWIS) and the College of Natural Sciences and Mathematics were also presented. The GSA elections were temporarily delayed while candidates for the Health Science Campus (HSC) Secretary position were identified. Four students have expressed an interest and the elections should commence soon. The GSA plans to send a representative to National Association of Graduate-Professional Students (NAGPS) annual meeting on

Saturday, March 28, 2015 to be held at Western Michigan University. The UT GSA has been active in NAGPS for several years thereby allowing the GSA to network with other associations.

Report of the Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies

Dean Komuniecki provided the following updates:

- *Fall 2015 Applications/Admissions*
The COGS Fall 2015 applications report indicates that COGS has already processed 3,015 completed applications—almost 260 more than this time last year. COGS is hopeful that within the next two weeks programs will admit all of the qualified applicants so UT can ensure recruiting a strong incoming graduate enrollment. COGS has been given a target of 150 more graduate students for Fall 2015 than were on the census report last fall. Hopefully, the President’s Tuition Scholarship Incentive Program will help us to meet this target. However, programs play a critical role in reviewing all of their applications and making their admission decisions as soon as possible before the April 15th national decision day.
- *Annual Graduate Faculty Meeting*
Dean Komuniecki was pleased to see many of our graduate faculty at her annual address last Thursday, March 19, 2015. The title of this year’s address was “Graduate Education at UT: Rewind, Play and Fast Forward”. She extended her thanks to those that attended and noted that the presentation is available for review on the COGS website.
- *FY16 Budget Updates*
COGS allocated the FY16 stipend and tuition scholarship budgets to the academic colleges on February 25, 2015. The FY16 stipend budget had some strategic reductions from the FY15 budget, and the tuition scholarship budget has been reduced for FY16 to reflect the fact that less tuition funding is needed since the new policy reducing the number of credit hours for full time status for graduate students from 12 to 9 credit hours/term during the academic year is being implemented. COGS had a budget target of \$357,000 and presented proposed reductions at the COGS budget hearing on March 5. On Friday, March 19, the Provost’s office informed Dean Komuniecki that the budget proposal was accepted and no further reductions were needed.
- *FY16 Tuition*
Dean Komuniecki was pleased to announce that COGS was successful in its efforts to keep overall graduate tuition flat for FY16, which means there will be no increase in graduate tuition for most programs. The exception will be five high demand graduate programs in the health professions. There will be a differential tuition increase for the MSBS in Medical Sciences and the MSBS – Physician’s Assistant program in COMLS as well as the MS in Speech Language Pathology, the Occupational Therapy Doctorate, and the Physical Therapy Doctorate in the College of Health Sciences. Incoming students in these programs will have a 9% tuition increase over FY15 tuition and continuing students will have a 6% increase.
- *President’s Graduate Tuition Scholarship Incentive Program*
President Naganathan has set aside \$1M to provide partial tuition scholarships to recruit new students at UT. This program is primarily targeted for master’s students in programs with capacity. Additional information was communicated with the college deans several weeks ago, but the basic plan is as follows:

- Funding is only available after a program reaches their three year rolling average of new admits; e.g., if a program has a three-year average of admitting and enrolling four new students, then any students who are admitted to that program above that number will be eligible for partial tuition scholarship funding as long as they enroll by August 1, 2015.
- These students must register for at least 6 credit hours and in-state students would qualify for a \$1,000 scholarship and out-of-state students would qualify for \$2,000.
- There is scale that would provide for a higher percentage of funding if students register for 9 hours (the new full time status) or 12+ hours:

Credit Hours	Rate	In-State Discount	Percentage	Rate	Out-of-State Discount	Percentage
6-8	3291.48	1000	0.303815	5875.56	2000	0.340393
9-11	4937.22	2000	0.405086	8813.34	3800	0.431165
12+	6582.96	3,300	0.501294	11,751	6200	0.527609

- This plan is an enrollment incentive plan, so please encourage students to apply! This tuition scholarship is a designed incentive for new students to start degree programs. Dean Komuniecki asked for all to join in the effort to recruit more new students. She suggested that many students be admitted from the applicant pool by April 15 since after that date any program that meets the criteria will be able to petition COGS for funding for new students admitted above the rolling three year average of new admits.
- *Full-Time Graduate Student status*
 The new Full-Time Graduate Student Status Policy (reduction from 12 to 9 hours) described at the last GC meeting has been posted for the 30-day comment period until April 13, 2015 and will be effective Fall 2015 after the President signs it after the comment period is over.
- *Scholarship, Fellowship and Award Applications*
 Dean Komuniecki thanked everyone who worked with students to submit applications to COGS. We have received about 90 completed applications as follows:

For Prospective Students:
 University Fellowship—27
 GOAP—35
 McNair—7

For Current Students:
 Buell—10
 Fields—3
 Whiteford—11

The GC Scholarships and Fellowships Committee will meet this week to make decisions on the University Fellowships and COGS Awards for current students. The COGS Diversity Committee will work with Associate Dean Susan Pocotte to make the GOAP decisions soon as well. The COGS Awards will be presented to the recipients at the last GC meeting of the year (May 5, 2015).

- *Professional Development Programs*
 - Graduation—Your Questions, Answered! Tuesday, March 24, 2015 from 12-1 p.m. in COB Room 1210 (HSC)

- iCare University Module VII: Leader for Life. Tuesday, March 31, 2015 from 6-7 p.m. in room 1101 Ottawa House East (MC)

Introduction of GSA Graduate Research Awards

Mr. Eric Prichard, Acting Vice President of GSA, stated that this is the third year for the GSA Research Awards. Applicants were required to fill out an application and submit a project proposal, budget and letter of support from his/her academic advisor. Fifteen (15) eligible proposals were received and five awards were made for a near total of \$10,000 (maximum award of \$2,000 per project) conferred to assist the graduate students with research. Mr. Prichard was pleased to announce and present certificates to the recipients of the 2015 Graduate Student Association Research Award:

- Alan Hammer, The Role of Prolactin in Breast Cancer
 - Ph.D. in Biological Sciences; Cell and Molecular Biology
 - College of Natural Sciences and Mathematics
 - Dr. Maria Diakonova, Advisor
- Anita Iyer, The Role of Proposed B1 Cells in Immune Defense Against *Streptococcus Pneumoniae*
 - Ph.D. in Biomedical Science; Infection, Immunity and Transplantation
 - College of Medicine and Life Sciences
 - Dr. Julie Westerink, Advisor
- Jakob Lauver, The Effectiveness of Isometric Contractions at Attenuating Eccentrically Induced Muscle Damage at Various Velocities
 - Ph.D. in Exercise Science; Kinesiology
 - College of Health Sciences
 - Dr. Barry Scheuermann, Advisor
- Feng Tian, A Superelastic Variable Stiffness Knee Actuator for a Knee-Ankle-Foot Orthosis
 - Ph.D. in Engineering; Mechanical Engineering
 - College of Engineering
 - Dr. Mohamed Samir Hefzy and Dr. Mohammad Elahinia, Advisors
- Archit Trivedi, Dereglulation of Chromatin Remodeling in Melanoma
 - Ph.D. in Biomedical Science; Biochemistry and Cancer Biology
 - College of Medicine and Life Sciences
 - Dr. Ivana de la Serna, Advisor

Standing Committee Reports

Constitution and Bylaws Committee

Dean Komuniecki and Dr. Mark Templin, Committee Chair, discussed the revisions to the Draft Bylaws. In Article I the change in memberships now reflects Associate and Professional, rather than Associate I and Associate II. In Article II the title was altered to reflect “Graduate Council Officers **and Executive Committee.**” Questions arose concerning the wording in Section 1 of Article II regarding the references to the officer representation coming from both Main Campus (MS) and Health Science Campus (HSC) and why it could not be referred to as UT thereby including both campuses. A suggestion was made to have the GC revisit this reference each year so that the “campus/colleges” could continually be defined. In relation to Section 6 of Article II, a concern was raised regarding the 12-month committee members who are under a 9-month contract but conducting business during the summer months. Dr. Templin and his committee will take these matters into consideration. Due to time constraints, the second reading of the revised GC Bylaws will continue at the next GC Meeting on April 7th. The intention is to complete the second reading and move to finalize and vote before the end of the spring term.

Curriculum Committee

The Curriculum Committee would like to remind departments and programs that timely submission of proposals is essential. Proposals that **reach the College of Graduate Studies office after April 1** may not have sufficient time to be considered by the GCCC and will be deferred for consideration under the current interpretation of existing Graduate Council Bylaws until Fall of 2015.

The proposals below are recommended by the GCCC for approval by the Graduate Council (GC). GCCC Chair Plenefisch proceeded to present all the GCCC recommendations to Council. GC unanimously approved the curricular changes outlined below.

Program Revision Request

College	Department	Program	Summary of change
PH	Pharmacy Practice	MS in Health Outcomes and Socioeconomic Outcomes	New Clinical Science track in the existing MS program. Requires fewer Hours for completion than existing tracks, intended for students entering via the PharmD. Program who will have completed the hours required under the other track within the PharmD.

Existing Course Modifications

These are modifications of courses that should have been included with an already approved (Oct 2014) Program Revision Request:

College	Department	Course Name	Course Number	Change in course
MD	PA Studies/HDS	Scientific and Clinical Foundations for Human Organ & Tissue Donation and Transplantation	HDSC 5210	Change credits from 8 to 6, more appropriate to Course Content
MD	PA Studies/HDS	Fundamental Concepts and Clinical Practicum I	HDSC 5110	Change credits from 4 to 3, more appropriate to Course Content
MD	PA Studies/HDS	Scholarly Project	HDSC 5020	Change credits from 6 to 3, more appropriate to Course Content, drop PUBH 6000 (Biostatistics) as a co-requisite

College of Nursing Proposals. Recommended for approval by the GCCC for approval by the Graduate Council. This synopsis of the proposals is grouped in sets that will make it easier to go through the proposals:

Program Revision Requests: Name Changes in Pediatric Primary Care Nurse Practitioner programs at certificate, MS and DNP levels.

College	Department	Program	Summary of change
NURS	Nursing	Certificate in Pediatric Nurse Practitioner	Change name from Certificate in Pediatric Nurse Practitioner to Certificate in Pediatric Primary Care Nurse Practitioner. Aligns name with change in American Nurses Credentialing Center certification name.
NURS	Nursing	Doctor of Nursing Practice- Pediatric Nurse Practitioner	Change name from Doctor of Nursing Practice - Pediatric Nurse Practitioner to Doctor of Nursing Practice - Pediatric Primary Care Nurse Practitioner. Aligns name with change in American Nurses Credentialing Center certification name.
NURS	Nursing	MS in Nursing - Pediatric Nurse Practitioner	Change name from MS in Nursing - Pediatric Nurse Practitioner to MS in Nursing - Pediatric Primary Care Nurse Practitioner. Aligns name with change in American Nurses Credentialing Center certification name.

Program Revision Requests: Addition of two new tracks to the Doctor of Nursing Program

College	Department	Program	Summary of change
NURS	Nursing	Doctor of Nursing Practice-Psychiatric Mental Health Nurse Practitioner	Addition of track within the DNP in Nursing program students in program will take 3 specialized clinical I, II and III courses NURS 7610, 7620 and 7630 in place of NURS 7210 (or 7180), 7220 (or 7820) and NURS 7230
NURS	Nursing	Doctor of Nursing Practice--Adult Gerontology Primary Care Nurse Practitioner	Addition of track within the DNP in Nursing program students in program will take 3 specialized clinical I, II and III courses NURS 7310, 7320 and 7330 in place of NURS 7210 (or 7180), 7220 (or 7820) and NURS 7230

New Course Proposals for the specialized clinical courses in the above two DNP tracks

College	Department	Course Name	Course Number	Change in course
NURS	Nursing	Psychiatric-Mental Health Nurse Practitioner Theory and Clinical I Adults	NURS 7610	New course in the Psychiatric Mental Health Nurse Practitioner Doctor of Nursing Practice track
NURS	Nursing	Psychiatric-Mental Health Nurse Practitioner Theory and Clinical II Child, Adolescent, Family	NURS 7620	New course in the Psychiatric Mental Health Nurse Practitioner Doctor of Nursing Practice track
NURS	Nursing	Psychiatric-Mental Health Nurse Practitioner Theory and Clinical III Older Adults	NURS 7630	New course in the Psychiatric Mental Health Nurse Practitioner Doctor of Nursing Practice track
NURS	Nursing	Adult Gerontology Nurse Practitioner Theory and Clinical I Adolescents and Young Adults	NURS 7310	New course in the Adult Gerontology Primary Care Nurse Practitioner Doctor of Nursing Practice track
NURS	Nursing	Adult Gerontology Nurse Practitioner Theory and Clinical II Adults	NURS 7320	New course in the Adult Gerontology Primary Care Nurse Practitioner Doctor of Nursing Practice track
NURS	Nursing	Adult Gerontology Nurse Practitioner Theory and Clinical III Older Adults	NURS 7330	New course in the Adult Gerontology Primary Care Nurse Practitioner Doctor of Nursing Practice track

Program Revision Requests: Addition of two new tracks to the MS in Nursing

College	Department	Program	Summary of change
NURS	Nursing	MS in Nursing- Adult Gerontology Primary Care Nurse Practitioner	addition of track within the MS in Nursing program- students in program will take 3 specialized clinical I, II and III NURS 6310, 6320 and 6330 in place of NURS 6210 (or 5180), 6220 (or 6820) and NURS 6230 (or 5830)
NURS	Nursing	MS in Nursing- Psychiatric Mental Health Nurse Practitioner	addition of track within the MS in Nursing program students in program will take 3 specialized clinical I, II and III courses NURS 5610, 5620 and 5630 in place of NURS 6210 (or 5180), 6220 (or 6820) and NURS 6230 (or 5830)

New Course Proposals for the specialized clinical courses in the above two MS tracks

College	Department	Course Name	Course Number	Change in course
NURS	Nursing	Psychiatric- Mental Health Nurse Practitioner Theory and Clinical I Adults	NURS 5610	New course in the Psychiatric Mental Health Nurse Practitioner MS In Nursing track
NURS	Nursing	Psychiatric- Mental Health Nurse Practitioner Theory and Clinical II Child, Adolescent, Family	NURS 5620	New course in the Psychiatric Mental Health Nurse Practitioner MS In Nursing track
NURS	Nursing	Psychiatric-Mental Health Nurse Practitioner Theory and Clinical III Older Adults	NURS 5630	New course in the Psychiatric Mental Health Nurse Practitioner MS In Nursing track
NURS	Nursing	Adult Gerontology Nurse Practitioner Theory and Clinical I Adolescents and Young Adults	NURS 6310	New course in the Adult Gerontology Primary Care Nurse Practitioner MS In Nursing track

NURS	Nursing	Adult Gerontology Nurse Practitioner Theory and Clinical II Adults	NURS 6320	New course in the Adult Gerontology Primary Care Nurse Practitioner MS In Nursing track
NURS	Nursing	Adult Gerontology Nurse Practitioner Theory and Clinical III Older Adults	NURS 6330	New course in the Adult Gerontology Primary Care Nurse Practitioner MS In Nursing track

Comments from the College of Nursing regarding the package: The genesis for the changes proposed by the College of Nursing has to do with the advanced practice certifying body, the American Nurses Credentialing Center (ANCC). They have retired 2 tracks that were previously offered (Adult Nurse Practitioner and Psychiatric Mental Health Clinical Nurse Specialist), changed the name and focus slightly (now Adult Gerontology Primary Care Nurse Practitioner and Psychiatric Mental Health Nurse Practitioner) and changed the name of 1 track (Pediatric Nurse Practitioner to Pediatric Primary Care Nurse Practitioner) to clarify the focus area of practice. These changes will be made at both the Doctor of Nursing Practice degree and the Master of Science in Nursing degree levels. Both the program modification forms and the course forms reflect changes needed to the 3 clinical courses only (making them specific to the new areas). The core of the curriculum remains unchanged, as does the current Family Nurse Practitioner track. These changes reflect less than 50% of the curriculum for each degree.

New Certificate in Diversity with 3 associated new courses: This new certificate program is being offered during AY 2014-15; however, based on some concerns from some graduate faculty, the GC requested that the GCCC review the Certificate program and requested supplemental documentation. The GCCC held a special meeting February 17th 2015, and requested additional documentation in the form of statements documenting the alignments of the courses/program with the national standards for Chief Diversity Officers (CDOs) and requested a statement that the courses in the Certificate do not significantly overlap with other courses in the University. These were provided, and upon review of the proposal, courses and additional documentation, the committee expressed strong support for the continued inclusion of the following Certificate and Courses in the Graduate Curriculum going forwards. The Graduate Council unanimously approved the Diversity Certificate and its courses.

New Program Proposal (Certificate)

College	Department	Program	Summary of change
SJ	HED	Certificate in Diversity	12 credit online Certificate consisting of 3 courses: HED 5910 "Diversity Beginnings" (4hrs), HED 5960 "Diversity in Practice" (4hrs), and HED 5970 "Diversity Advancement" (4hrs)

New Course Proposals

College	Department	Course Name	Course Number	Change in course
SJ	HED	Diversity Beginnings	HED 5910	Review and application of diversity-related theory, social and psychological understanding, and interpersonal communication when applying to diversity experiences.
SJ	HED	Diversity Advancement	HED 5970	Measuring diversity effectiveness, review of tools and instruments for strategic planning, create and implement effective diversity plans, and explore components of being an effective Chief Diversity Officer.
SJ	HED	Diversity Advancement	HED 5960	Review of the different dimensions of diversity, understanding of laws in diversity related areas, and exploration of diversity in a health care setting.

Membership Committee

On behalf of the Membership Committee, Dr. Mohamed Samir Hefzy, Committee Chair, reported to the GC that the committee reviewed and approved 56 Graduate Faculty Membership Applications:

GRADUATE FACULTY MEMBERSHIP APPLICATIONS																						
Fall 2014 List 2 - (October 2014 - December 2014) and Spring 2015 List 1 (January 2015 - February 2015)																						
	Full			Associate I			Associate II			Adjunct			Special Status			Returned / Pending			TOTAL			
	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	
BU			2																0	0	2	2
EN			2								1		1						0	1	3	4
HE								1											0	1	0	1
CE			4									1		1					0	1	5	6
LS		2	2			1				1			1	3	2			1	2	5	6	13
Law								1											0	1	0	1
MD		2	3			1								1			1	1	0	4	5	9
SM			2					1											0	1	2	3
NU														3					0	3	0	3
CA			1																0	0	1	1
SJ		2	1							2									0	4	1	5
PH		1	4							2									0	3	4	7
Honors																	1		0	1	0	1
Libraries																			0	0	0	0
Total	0	7	21	0	0	2	0	3	0	1	4	2	1	9	2	0	2	2	2	25	29	56

Old Business

None.

New Business

Dr. Mike Dowd, reported that Faculty Senate has concluded the Deans' Assessment Process for the eight academic deans and the process was finalized last Friday. Those results should be forthcoming soon. At the Provost's request the Graduate Dean also has been included in the process – for the first time. He indicated that there were some challenges in finalizing the list of graduate faculty to whom to distribute the assessment questionnaire. COGS does not include the tenure status of the graduate faculty as part of the database, so COGS sought assistance from the Faculty Senate office and Dr. Dowd to create the master list needed. After receipt of that list (~1,000 names) on March 5, Ms. Terri Hayes cross-referenced the COGS Graduate Faculty Internal Roster and submitted the updated list to the Faculty Senate office about a week later. Dr. Dowd expressed his appreciation to Ms. Hayes for her assistance. It is anticipated that CCI will be able to distribute the COGS Dean's Assessment questionnaire in the next several weeks, so that the faculty

will have enough time to complete the questionnaire before the end of the spring term. A question from a GC member queried whether the same questions were being asked about the COGS Dean as the academic college deans. Dr. Dowd indicated that that was the case as there was not sufficient time this year to make a new questionnaire. A follow-up question asked if benchmarking was done to see if other universities use the same or different questionnaire in evaluating the Graduate Dean, and he indicated that it was split. The COGS Dean indicated that she was looking forward to the assessment process and hoped there would be useful information gleaned even if the questions were not tailored specifically to a graduate college dean.

Prior to adjournment, Dean Komuniecki asked that the Graduate Council join her in congratulations to the GSA and the leadership team on an excellent Midwest Graduate Research Symposium this year. A round of applause followed and Mr. Prichard indicated that he would share that appreciation with the GSA.

Adjournment

There being no further business, the Council adjourned at 2:00 p.m.