

**Graduate Council Minutes**  
**October 4, 2011**  
**12:30 – 2:00 p.m.**  
**Main Campus, Student Union, Room 2852**

Present: Brian Ashburner, Michael Bechill (GSA), Barbaranne Benjamin, James Benjamin, Timothy Brakel, Amanda Bryant-Friedrich, Wendy Cochran, Michael Dowd, Mary Ellen Edwards, Brian Fink, Timothy Fisher, David Giovannucci, Kay Grothaus, Hassan Hassab-Elnaby, Mohamed Hefzy, Wayne Hoss, Ruth Hottell, Bina Joe, Junghwan Kim, Jon Kirchhoff, Patricia Komuniecki, Anand Kunnathur, Sara Lundquist, Holly Monsos, Timothy Mueser, Surya Nauli, Douglas Nims, Nick Piazza, Frank Pizza, Susan Pocotte, Patricia Relue, Linda Rouillard, Randall Ruch, Barbara Schneider, Snejana Slantcheva-Durst, Dianne Smolen, William Taylor, Gerard Thompson

Excused: Sheryl Milz, Joseph Margiotta, Dorothea Sawicki, Constance Schall, Mark Templin, James Trempe

Guest: Jim Winkler

***Call to Order, Roll Call, and Approval of Minutes***

Roll was called at 12:40 p.m. and the Minutes of the Graduate Council meeting of September 20, 2011 were approved.

***Executive Reports***

Report of the Executive Committee of the Graduate Council

Dr. Brian Fink reported on behalf of the Graduate Council Executive Committee (GCEC). Given that the University curriculum tracking system has not been activated, curricular proposals should be submitted paper copy. In order to avoid delays in processing membership applications, the GCEC has asked the existing Membership Committee to continue its work in considering applications that have come to them over the past summer 2011. The GCEC discussed concerns over the distribution of representation that may have arisen as a result of college reorganizations. For example, JHCEHSHS may be underrepresented on GC and in certain GC committees since the merger of the former colleges of Education and Health Science and Human Service. GCEC has asked that the Bylaws and Constitution Committee review this situation and bring recommendations back to Council. The GCEC is piloting a change, beginning this meeting, in the order of business. Specifically, following the approval of minutes, the order of reports will be from: the Graduate Council Executive Committee, the Graduate Student Association (GSA), and the Vice Provost for Graduate Affairs and the Dean of the College of Graduate Studies— in that order. GCEC believes that keeping the reports portion of the meeting together is conceptually cleaner and provides the GSA with more visibility within the GC meetings.

***Roll Call at Graduate Council Meetings***

Beginning with today's meeting, the GCEC will ask for a Roll Call at the start of the meeting to encourage the prompt start of Graduate Council meetings. The populating of GC committees is continuing. Volunteers should contact one of the GCEC members.

### *Student Health Insurance*

Dr. Fink informed Council that the GCEC invited Dr. Patricia Metting, Vice Chancellor and Associate Dean for Student Affairs, and chair of the student health insurance advisory committee, to the GCEC meeting of September 27, 2011 to explain the UT approach to the purchase of student health insurance with a view to the GCEC gaining a better understanding since cost is becoming increasingly important to graduate students and their decision to come UT. Coverage provided and potential gaps in coverage are also important.

Dean Komuniecki added that Dr. Sawicki is representing the GCEC at the student health insurance vendor interviews occurring this week and next, and that Dr. Sawicki will report back to the GCEC for continued discussion. COGS will gather data on what other universities do regarding picking up the cost for graduate assistants/students.

Dr. Dowd said that student health insurance is utilized in large part by graduate students and some GCEC members discussed these concerns with President Jacobs in an effort to bring a discussion on this important issue to every level. Dr. Mary Ellen Edwards noted that major universities with medical schools often provide medical coverage through their services. Dean Komuniecki noted that self-insurance is being looked at as an option.

### *Academic Honors Committee*

Nominations to the Academic Honors Committee are underway. The Faculty Senate has extended an invitation to the GCEC to name three individuals for appointment to the Academic Honors Committee. This committee selects Distinguished Professors and honorary degree recipients. The committee is working with Faculty Senate to make those appointments.

### *University Officials at Future Council Meetings*

At a previous meeting, Dr. William McMillen, Provost and Executive Vice President for Academic Affairs, addressed GC and answered questions from its members. Your GCEC is working to bring other University officials and administrators to the GC for similar discussions.

### *Report of the Graduate Student Association*

Mr. Michael Bechill, President of the Graduate Student Association reported on several discussion items from the first General Assembly meeting on September 20, 2011. Thirty four students were present. At this meeting the GSA appointed committee chairs and began to populate each of the committees. These committees will be the engine behind the GSA travel reimbursement programs, GSA events, marketing, and the Midwest Graduate Student Research Symposium. This year the GSA was assigned its own office space, Student Union 1509. While office hours are in the process of being assigned, GSA officers continue to meet with students by appointment.

Graduate students are concerned about tuition and fees and would like to know why they are so high and inconsistent between colleges. Students are being charged for parking (\$125 per pass) when the system is not working nor being enforced. Freshmen know this when they should be parking at Scott Park. It was noted that the cost for the system was \$170,000.

The following GSA events have been scheduled:

GSA/SBA Tailgate – October 23, 2011

Fundraising Event – November 11, 2011

Others on our GSA website at [www.utoledogsa.com](http://www.utoledogsa.com)

Mr. Bechill urged Council to check the GSA website to determine which colleges/departments have graduate student representation. The next General Assembly meeting is scheduled for October 18, 2011 at 6:00 p.m. on Main Campus, in the Law Building, Law School Auditorium.

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

Dean Patricia Komuniecki reported that in the interest of providing time to Dr. Poplin Gosetti and the HLC self-study, she would provide a brief report:

- *COGS Assessment Report*

COGS is submitting its first assessment report as part of the university-wide assessment process directed by the University Assessment Committee (UAC). COGS is considered a 'service unit' by the UAC and, over the summer, the COGS Associate Deans and Dean Komuniecki created the first template to evaluate the services that COGS provides to graduate students, graduate faculty and academic colleges. Associate Dean Susan Pocotte represents COGS on the UAC and chairs the Assessment Committee. GC or GSA members are interested in serving on this new committee please contact the COGS office.

- *Information Updates*

- Admissions

COGS has made a new option available for accepted international students to expedite the visa process. They can opt to pay online for the express mailing of their I-20 (3-5 business days) rather than waiting 1-2 weeks via regular airmail for a fee (payment by credit card) of \$30-\$40.

- *Professional Development Programs*

There will be two ETD workshops this fall term and two ETD workshops in spring term to assist our graduating students with their formatting questions. The information is available on the COGS website and the first one will be Thursday, October 6<sup>th</sup> from 4-5 pm in Carlson Library room 2000. Ms. Teri Green from the COGS office has reworked the ETD presentation in collaboration with Mr. Wade Lee from Carlson Library to provide a better, more interactive, approach for this year.

- *Annual Graduate Faculty Meeting*

The Annual meeting of the Graduate Faculty is scheduled for Thursday, October 20, 2011 from 1-2 pm in SU 2582; the topic this year will be "Graduate Education in the 21<sup>st</sup> Century".

#### ***Information and Discussion Items***

##### Continued Status Update of Current Draft of HLC Self Study Report

Dr. Penny Poplin Gosetti, Vice Provost for Assessment and Strategic Planning, was invited back to the Graduate Council to continue her presentation of the remaining portion of her status update on the current draft of the Higher Learning Commission (HLC) Self Study Report that was cut short at the last Graduate Council meeting due to time constraints. Dr. Poplin Gosetti read the core components of the each of the following Criterion. She also reiterated the description, summary and challenges of each criterion as displayed on the PowerPoint presentation UT Self Study for the Higher Learning Commission: Discussion and Feedback, Graduate Council, September 20, 2011 – The HLC Study: Shaping UT's Tomorrow and asked for feedback to address graduate education.

- Criterion 4: Application Discovery and Acquisition of Knowledge

The organization promotes a life of learning for its faculty, administration, staff, and students by fostering and supporting inquiry, creativity, practice, and social responsibility in ways consistent with its mission.

The organization demonstrates, through the actions of its board, administrators, students, faculty and staff, that it values a life of learning.

➤ Criterion 5: Engagement and Service

As called for by its mission, the organization identifies its constituents and serves them in ways both value.

The organization learns from the constituencies it serves and analyzes its capacity to serve their needs and expectations.

Discussion:

There was discussion about the need improved faculty development; the ARPA should electronically fillable and automatically populate a database (this suggestion was also made at a Faculty Senate meeting); insufficient number of faculty results in inability of current faculty to take sabbatical. This can be shown as a challenge with how we think about our approach as an exemplar – faculty development travel funds to attend conferences. 4d) Dr. Poplin Gosetti asked Graduate Council to finish reading through the self-study as the deadline to do so is October 10<sup>th</sup>.

***Standing Committee Reports***

Report of the Curriculum Committee

Dr. Patricia Relue, Curriculum Committee Chair, reported that the committee is fully populated with recent new representation from the College of Business Innovation. There are no curricular proposals for consideration by Graduate Council at this time.

Report of the Membership Committee

Dr. Mohamed Hefzy, Membership Committee Chair, reported on the committee’s recommendations of the Summer II (2011) applications.

GRADUATE FACULTY MEMBERSHIP APPLICATIONS - SUMMER 2011 - LIST 2 - JULY 2011							
College	Full	Associate I	Associate II	Adjunt	Special Status	Returned	Total
Business	1						1
Education**	2			1			3
Engineering				1			1
HSHS**	2						2
Law							
LLSS							
Medicine							
NSM	2			1			3
Nursing							
Pharmacy	1						1
COIL	1						1
VPA							
<b>Total</b>	<b>9</b>			<b>3</b>			<b>12</b>

***Old Business***

Dean Komuniecki reminded Council that the revised Academic Standards, approved by GC in spring 2011, became effective summer 2011, and is posted on the COGS website at <http://www.utoledo.edu/graduate/facultystaff/gradcouncil/index.html>. The new Academic Fresh Start option is now available for students who started in a graduate program, earned a low GPA and have been out of the university for 2 or more years. Those students can now apply to a new program and after they are accepted and complete the first term with a GPA of 3.0 or higher, may petition for the Fresh Start option. If approved, all previous grades will not count into the current program GPA, although the previous courses and grades will still appear on the transcript to reflect the accurate academic history.

***New Business***

None.

***Adjournment***

There being no further business the Council adjourned at 1:42 p.m.