

**Graduate Council Minutes  
February 7, 2012  
12:30 – 2:00 p.m.  
Main Campus, Student Union, Room 2582**

Present: Brian Ashburner, Barbaranne Benjamin, James Benjamin, Timothy Brakel, Amanda Bryant-Friedrich, Michael Dowd, Brian Fink, David Giovannucci, Amira Gohara, Hassan Hassab-Elnaby, Mohamed Hefzy, Wayne Hoss, Ruth Hottell, Junghwan Kim, Jon Kirchhoff, Patricia Komuniecki, Anand Kunnathur, Joel Lipman, Sara Lundquist, Joseph Margiotta, Holly Monsos, Timothy Mueser, Surya Nauli, Douglas Nims, Nick Piazza, Frank Pizza, Susan Pocotte, Patricia Relue, Linda Rouillard, Randall Ruch, Dorothea Sawicki, Constance Schall, Barbara Schneider, Snejana Slantcheva-Durst, Dianne Smolen, Nancy Staub, William Taylor, Mark Templin, Joshua Waldman (GSA), Richard Welsch

Excused: Michael Bechill, Sheryl Milz, Gerard Thompson

Absent: Timothy Fisher, Bina Joe, James Trempe

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

The meeting was called to order and the roll called. The Minutes of the November 29, 2012 Graduate Council meeting were approved.

***Executive Reports***

**Report of the Executive Committee of the Graduate Council**

On behalf of the Graduate Council Executive Committee of the Graduate Council (GCEC), Dr. Mark Templin reported on the discussions of their most recent meeting on January 31<sup>st</sup>.

Issues discussed:

- University Senate  
GCEC was informed that discussion had occurred between Dr. Dowd and President Jacobs; Dr. Dowd was subsequently placed on the ad hoc sub-committee on best practices, which is charged with making recommendations concerning the new body.
- Graduate Student Code of Conduct  
Possibility of separating a Graduate Student Code of Conduct out from the undergraduate Code of Conduct, starting with the HSC code as a basis for the new Graduate Student Code of Conduct.
- New Board of Trustees Orientation  
Provided input into a presentation Dr. Dowd made on governance structures of the graduate faculty.
- Dr. Rouillard inquired as to the possibility of inviting representatives who administer overseas programs to a future GCEC meeting to discuss the nature of these programs and their vetting procedures.
- Graduate Student Association (GSA)  
GCEC was informed by Mr. Bechill that GSA was invited to introduce itself at the January 31, 2012 Faculty Senate meeting. GCEC provided input for this presentation.
- Graduate Council Constitution and Bylaws Committee  
GCEC was informed that the GC Constitution and Bylaws Committee has begun to review the Constitution of the Graduate Faculty. A review of the Bylaws of the Graduate Council will follow. The Graduate Council Constitution and Bylaws Committee informed GCEC that it plans to bring its recommendations forward to the GC for discussion this spring.

### Report of the Graduate Student Association

Mr. Joshua Waldman, Vice President of the Graduate Student Association (GSA), provided a PowerPoint presentation to highlight the GSA's representation of graduate students at UT and to highlight the GSA's key event of the year, the Midwest Graduate Student Research Symposium (MGRS).

- *Representation of Graduate Students*

Of the approximately 22,961 students at UT, 4,726 are graduate students. This means 21% of the student population are graduate students, and the Graduate Student Association is the student body representing this group. The GSA strives to voice the concerns of graduate students while also working with COGS on the distribution of funding for travel to conferences and symposiums. The GSA represents the diverse graduate student community and meets regularly with the Graduate Council, a representative body of Graduate Faculty. The GSA also organizes social events both on and off campus, to help graduate students develop social and professional contacts across all of the University's colleges.

- *Midwest Graduate Research Symposium*

The Third Annual MGRS will be held Saturday, March 24, 2012 on the Main Campus in the Field House and Student Union. There are 17 days remaining until the free registration deadline of February 24, 2012. A \$5 fee is required from February 25 through March 5, 2012. Lastly, Mr. Waldman noted several graduate students' concerns regarding the need for adequate travel funds considering increased tuition; the need to clarify whether graduate students are classified as 'employees', and the need to address rising student healthcare costs.

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

Dean Komuniecki provided the following updates:

- *Annual Graduate Faculty Meeting*

There was a great turnout last Thursday, February 2, 2012 for Dean Komuniecki's 3<sup>rd</sup> Annual Address to the Graduate Faculty with many of the senior leadership and several Board of Trustee members in attendance. The theme of this year's address was "Graduate Education in the 21<sup>st</sup> Century". Dean Komuniecki expressed her personal thanks to Graduate Council members and other graduate faculty who were able to attend. For those of you that could not attend, the presentation is on the COGS website [http://www.utoledo.edu/graduate/forms/AnnualGradFac%20Mtg2\\_2\\_12.pdf](http://www.utoledo.edu/graduate/forms/AnnualGradFac%20Mtg2_2_12.pdf).

- *Budget Update*

To date, COGS has participated in Phases 1-3 of the FY13 Budget Planning Process. COGS has prepared ROI information for the Budget Amelioration and Discovery phases of the FY13 Budget Process and a Business Plan will be submitted shortly. Phase 4, the Budget Hearings, are scheduled for March.

- *Admissions Update*

Applications continue to be up when compared to this time last spring; currently at 2,465, which is about 200 more than two weeks ago and includes about 100 applications in Engineering. Dean Komuniecki encouraged Council to check with the graduate programs in their respective departments and colleges to be sure that acceptances are going out now so that we can recruit the strongest possible incoming class for fall 2012. It is critical that we try to increase our enrollments since the stipend and tuition scholarship budgets for FY 13 have already been released to the colleges. Thus, we can act very quickly this spring to recruit our new students.

- *HLC Site Visit*

Vice Provost Penny Poplin Gosetti and Associate Dean for COGS Health Science Programs, Dorothea Sawicki will outline the details for the HLC Site Visit Feb. 27th-29th. Both the Executive Summary and the full 360-page Self Study Report are on the UT Home page.

- *Announcements - Professional Development*

- Thesis and Dissertation Workshops co-sponsored by University Libraries  
Overview of the Electronic Submission Process for Main Campus Programs Thursday, February 9, 2012 4-5pm in Carlson Library 1025. This program provides an overview of the electronic submission process for graduate theses and dissertations within the context of graduation requirements for the graduate college office on Main Campus, as well as a presentation of the submission steps for OhioLINK. Additional sources of information will be identified to provide students with the tools necessary to complete the electronic submission process
- Graduate Students: The Job Hunt  
Thursday, February 16, 2012, 12 noon-1:30 p.m. in Student Union Room 2591. This program is designed to provide an overview of both the academic job search process as well career paths outside academia. Information will be given to assist students in identifying options, translating credentials and skills, networking (including using LinkedIn), relocating, and job searching strategies.

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

#### HLC Site Visit Preparation

Dr. Penny Poplin Gosetti, Vice Provost for Assessment and Strategic Planning, was invited to Graduate Council to provide an update on the upcoming Higher Learning Commission (HLC) site visit on February 27 -29, 2012. Her PowerPoint presentation “Higher Learning Commission Continued Accreditation” outlined the following:

- History of Accreditation at UT and at the former Medical College of Ohio
- Executive Summary of the Self Study Report
- Key Areas of Interest for the Site Visit Team
- Site Team Members
- Site Visit Schedule

She emphasized that it will be particularly important to show that we have met minimum expectations in criterion 1 – 5 in order to demonstrate that we are meeting our mission in all we do in the support of our mission statement. UT also was invited to submit a special emphasis section on the merger of the former UT and former Medical University/College of Ohio by Dr. John Taylor, HLC liaison to UT. Although many areas were examined, the focus of that section will be:

- Merging Cultures
- Teaching/Learning Outcomes
- Economic Viability

We want to keep our unique and synergistic activities while simultaneously merging to a homogeneous culture that is respectful of each other.

There will be an addendum that will address:

- Licensure Pass Rates
- Survey Data
- Financial Trends

Key areas of interest:

- Mission
- Diversity
- General Education
- Strategic Planning
- Engagement
- Feedback

(What data is collected? How is it used for decision making? How do we communicate information back to students?)

Vice Provost Poplin Gosetti pointed out that the Self Study report includes faculty input received over the past two years representing our collective voice. She requested that any suggested comments/ changes be sent to her within the next ten days. The University's goal is continued accreditation. Additional information is located on [www.utoledo.edu/accreditation](http://www.utoledo.edu/accreditation).

Dr. Dorothea Sawicki, faculty co-chair of the UT Self-Study Steering Committee, outlined the structure of the visit. She added that the site visit includes open forum sessions for faculty, staff and students so that everyone can participate. The visit will conclude with an exit session with President Jacobs and a small group. Feedback is expected in six to eight weeks. She distributed Executive Summary cards which included HLC and open forum information.

***Standing Committee Reports***

Report of the Curriculum Committee

Dr. Patricia Relue, Curriculum Committee Chair, presented the recommendations of the Graduate Council Curriculum Committee. Council approved unanimously.

**EXISTING COURSE MODIFICATIONS**

EH	School Psychology, Legal Specialties and Counselor Education	Professional Orientation to Community Counseling	COUN 5020	credit hours increased from 3 hr to 4 hr to accommodate additional content required by accreditation board; now includes substance abuse counseling and program evaluation
EH	School Psychology, Legal Specialties and Counselor Education	Substance and Abuse Counseling	COUN 8460	credit hours increased from 3 hr to 4 hr to accommodate additional content required by accreditation board; now includes content on motivational interviewing, counseling children and adolescents with substance use disorders, relapse prevention reduction models and strategies, harm reduction models for treatment and prevention, and legal and ethical issues in abuse and chemical dependency counseling.
EH	School Psychology, Legal Specialties and Counselor Education	Advanced Training in Professional, Legal & Ethical Issues	COUN 8480	credit hours increased from 3 hr to 4 hr to accommodate additional content required by The Ohio Counselor, Social Worker, and Marriage & Family Therapist Board. Added content is relevant to the Ohio Counselor licensure law, rules, and regulations specific to counselor supervision and consultation in the State of Ohio.
EH	School Psychology, Legal Specialties and Counselor Education	Counselor Education and School Psychology	COUN 751	credit hours increased from 3 hr to 4 hr to accommodate additional content required by accreditation board; now includes material from specialty ethical standards from the American Mental Health Counselors Association and the American School Counselors Association. Also added is material on the Health Information Portability and Accountability Act (HIPAA) and ethics related to using the Internet, telephone, fax, and other electronic interfaces.

PROGRAM REVISIONS

PH	School Psychology, Legal Specialties and Counselor Education	Advanced Seminar in Supervision & Consultation	credit hours increased from 3 hr to 4 hr to accommodate additional content required by accreditation board; now includes material from specialty ethical standards from the American Mental Health Counselors Association and the American School Counselors Association. Also added is material on the Health Information Portability and Accountability Act (HIPAA) and ethics related to using the Internet, telephone, fax, and other electronic interfaces.
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***Old Business***

None.

***New Business***

Dean Komuniecki was pleased to report that she has just received good news that COGS' long-standing request to restore the \$500,000 cut from COGS stipend budget in FY '10 has been approved by the senior leadership! She will discuss the allocation of this new funding with the Associate Deans tomorrow during her regularly scheduled monthly meeting with the Council of Graduate Associate Deans.

***Adjournment***

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