

**Graduate Council Minutes**

**April 19, 2011**

**12:30 -2:00 p.m.**

**Health Science Campus, Dana Conference Center, Williams/Defiance Room**

**Present:** Lawrence Anderson, Brian Ashburner, Barbaranne Benjamin, James Benjamin, Wendy Cochrane, Michael Dowd, Brian Fink, Timothy Fisher, Max Funk, David Giovannucci, Hassan Hassab-Elnaby, Mohamed Hefzy, Dong-Shik Kim, Jon Kirchhoff, Patricia Komuniecki, Peter Lindquist, Joseph Margiotta, Holly Monsos, Surya Nauli, Frank Pizza, Susan Pocotte, Patricia Relue, Randall Ruch, Kathleen Salyers, Dorothea Sawicki, Mark Templin, Joshua Waldman (GSA)

**Excused:** Jamie Barlowe, Frank Calzonetti, Mary Ellen Edwards, Amira Gohara, Anand Kunnathur, Joel Lipman, Sara Lundquist, Sheryl Milz, Azadeh Parvin, Benjamin Pryor, Dianne Smolen

**Absent:** Kay Grothaus, Paul Hong, Wayne Hoss, Charles Rop, Linda Rouillard, Amy Thompson, Hermann Von Grafenstein

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

The Minutes of the Graduate Council meeting of February 8, 2011 were approved.

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

Dr. Mark Templin reported that the Graduate Council Executive Committee (GCEC) met on April 12, 2011. After discussion, the EC voted to not to appoint the GC Program Review Committee for this year due to the lateness in the term and due to changes in the structure of multiple colleges that are not adequately represented in the current committee structure. The GCEC also recommended that an ad hoc committee work with the GSA to think about changes for the symposium adding rubrics and sessions that would be more consistent with the work of graduate students in fields such as the humanities and some forms of education and human service research. We would like to discuss before the summer when students leave. Next year will make a total of six appointments to the Research Council, up from the current four appointment and terms will be staggered and coordinated with Faculty Senate. There was a call for volunteers to serve as marshals at the May 8<sup>th</sup> commencement ceremonies, two for the morning and two for the afternoon. If you are already planning to attend to hood a doctoral student, we welcome you to assist as a marshal.

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

Dr. Patricia Komuniecki reported that she was out of the country on university business and so was unable to attend the GCEC. She indicated that the GPRC was the same committee as last year whose membership had been discussed with GCEC with a couple of replacements due to sabbaticals. For the past academic year we maintained the same committee structures and going forward all the GC committees will be need to be restructured to reflect the new college structure. Budget Updates The latest information is that UT has a \$25M shortfall for the FY12 budget and additional budget hearings have been held to continue to try to identify additional reductions or new revenue. Some colleges are undergoing second and third budget hearings. COGS was not brought back. On the COGS front, we anticipate a 6.5% increase in graduate tuition. Allocations for stipends and tuition scholarships were made to the academic colleges by April 1, so hopefully recruitment of new students for fall 2011 was able

to proceed rapidly. We anticipate that the four new fees COGS proposed will be accepted, but the final FY 12 budget has not yet gone to the BOT Finance Committee for approval.

- *Scholarships, Fellowships, GOAP and COGS Awards-Update*

The GC Committee on Fellowships and Scholarships met with me on Monday, April 18, 2011 and reviewed a record number of applications-almost 70! Last year we had fewer than 20 for all awards. These applications were of high quality- the committee really had major task in the review/selection process, and I want to thank them for their dedication in the review process. Members of the committee included: Scott Heckathorn, Carrie Lee, Laurie Dinnebeil, Sara Lundquist, Hassan HassabElnaby, Janet Hoy, Brian Fink, Azadeh Parvin, and Salah Ahmed.

- University Fellowships-35 applications for 2 available openings (and possibly a third)
- Helen M. Fields Memorial Achievement Awards (\$350-\$500)- 5 applications
- Robert R. Buell Award (~\$1,000)-9 applications
- Robert N. Whiteford Memorial Scholarship Award (~\$300)- 19 applications
- Richard L. Bostleman (\$2,300) -5 applications

The students will be notified by the end of this week, and we hope to have the award winners present at the May 3rd GC meeting to be recognized with their certificates (checks will be sent separately).

The University Fellows will be presented to Graduate Council in the fall.

The GOAP Award Committee (Sabina Serratos, Shanda Gore, Sammy Spann, Jamie Barlowe and Lawrence Anderson) met with Dr. Komuniecki on Friday, April 15, 2011 to review the 18 applications received for that award. Given the number of continuing students, the committee identified 8 new potential recipients, and the COGS staff is currently contacting the departments of the candidates to ensure that the required departmental matches will be available. We expect to contact the students by early next week, and are planning a reception to recognize these students in early fall term.

- *Announcements*

- Spring Commencement will be held on Sunday, May 8, 2011 in two ceremonies. Need volunteers for marshals and readers:
  - AM Ceremony at 9:30 am for the colleges of Business and Innovation, Engineering and the colleges comprising the former Arts and Sciences
  - PM Ceremony at 2:00 pm for the colleges of Nursing, University College and the former colleges of Health Science and Human Service, and Education.
- Publicity
  - UT Matters - During May 2011, we will have a 'sidebar' in The Toledo Blade on COGS and graduate programs at UT (COIL and online learning will be the major focus piece).
  - Towerviews interview clip aired on Thursday, March 24, 2001.
  - We are working with Marketing and Communication to increase the visibility of graduate program offerings at UT.
- Fall Enrollment: As Friday, April 15th, most colleges are posting either flat or slight decreases (< 1.0%) in both applications and admits for AY 2011-12. I expect as departments finalize their admissions decisions that these numbers will increase. COGS will continue to monitor enrollment closely.

Dr. Komuniecki expressed special thanks to Ms. Terri Hayes for coordinating the database of graduate faculty, post college reorganizations, so that elections to Graduate Council for 2011-2012 could go proceed in a timely fashion.

Dr. Hefzy inquired whether applications for graduate admission were up or down for the college of engineering. Dr. Komuniecki replied the numbers of applications and admits are down slightly 2 – 3%. The numbers are consistent with the other colleges as well. Undergraduate enrollment is projected to be down 4%. As note, it is possible that selected UT graduate programs may see new applications from BGSU students since nine n graduate programs were recently closed there to meet budget constraints.

Dr. Anderson asked whether there are similar ideas on our campus to do the same. Dr. Komuniecki replied she hopes not and added that one of the suggestions for budget reductions as part of the university-wide compilation of suggestions, that COGS be eliminated, is off the table. The President understands the incredible contributions that graduate students make. We are a teaching and research enterprise.

Dr. Hefzy wondered whether the June 2011 subsidy payment could be used to offset the budget decrease to UT. Dr. Komuniecki replied that the senior leadership is seriously considering that possibility. There are additional ongoing efforts to make sure that all UT courses-both undergraduate and graduate, are aligned with the appropriate CIP code – the taxonomy of funding,- as there may be additional revenue possible. COGS has confirmed with Marcia King-Blandford that the graduate courses were coded correctly. There is an ongoing project with the registrar’s office to convert any remaining three digit alpha codes on the HSC to four digit codes in Banner (subsidy is not impacted by that difference).

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

Dr. Komuniecki asked Associate Dean Dr. Thea Sawicki to report on the Midwestern Association of Graduate Schools (MAGS) meeting that both she and Dr. Susan Pocotte attended in early April. The MAGS association includes membership of 75 – 100 institutions and provides a network for those deans and associate deans of graduate schools, to discuss quality, assessment and problem-sharing and problem-solving. That association includes faculty and administrators who administer graduate programs at public and private Midwest universities. She presented a short PowerPoint presentation to provide key highlights of that meeting and, in particular, discussed the Professional Science Master’s (PSM) and University of Wisconsin-Madison’s (UW) NSF-funded Center for Integration of Research, Teaching, and Learning (CIRTL) Network initiatives (PowerPoint attached as part of the minutes).

The UW-CIRTL focuses on graduate education as the strategic leverage point for preparing the future national STEM faculty and thereby for advancing STEM undergraduate education in the United States. CIRTL seeks to prepare future STEM faculty to be both superb researchers and excellent teachers. [close up] UW is proposing to expand the CIRTL Network from 6 to 25 major research universities and will submit a proposal for continued funding from the National Science Foundation.

#### **Key Dates:**

April 22, 2011	Letter of Intent deadline
May 20, 2011	Telecon/Video for Q&A (see times below)
May 27, 2011	Application deadline
June-July, 2011	Review of applications
August, 2011	Applicant Notification
Oct 8/9 or 12, 2011	CIRTL Network Meeting, Madison, WI

Dr. Komuniecki indicated that UT will definitely respond to this initiative and any colleges interested in participating should contact her by Wednesday, April 20th, so that we can prepare a proposal.

There was a brief discussion regarding PSM's and their now established system for review and official approval by CGS. Dr. Komuniecki reminded GC that she had first brought PSM's to the attention of the graduate faculty at the fall 2009 annual address, and then worked closely with the Department of Physics and Astronomy to prepare the first one at UT (currently seeking official designation from the Council of Graduate Schools). To date, UT has a PSM in Photovoltaics, whose fall cohort of three students did well and they are looking forward to recruiting the second cohort for fall 2011. Dr. Komuniecki attended a two-day meeting on PSM's in fall 2010 and she would be happy to work with any units that are interested in developing a new PSM in their area; -possible new PSM's might be in Green Chemistry, Biotechnology, Bioinformatics, Health Informatics, Environmental Policy, and Forensic Science.. Data show that 95% of PSM graduates were hired by companies with whom they do internships. There will be one advisory board-as required, and this can serve all PSM programs at UT.

### ***Standing Committee Reports***

#### **Report of the Curriculum Committee**

None.

#### **Report of the Membership Committee**

Dr. Mohamed Hefzy, Membership Committee Chair, requested that departments and their chairs communicate with applicants that when requesting the category of Special Membership, they provide the information pertinent as to why they are requesting "Special", i.e., to teach graduate level courses, supervise committees, and an endorsement by chair and dean, and the required CV. The committee often sees signatures provided by the applicant's chair and dean, but no endorsement or comment. The committee had to return three incomplete applications, thus causing unnecessary delay. If the faculty member is from another university, the requested membership category should Adjunct, not Special.

### ***Organizational Reports***

#### **Report of the Graduate Student Association (GSA)**

Mr. Michael Bechill, GSA President, reported that the GSA General Elections are well underway with the announcement of new officers to be made on May 3<sup>rd</sup>. All officer positions are up for election: President, Vice President, Treasurer, Main Campus Secretary, and Health Science Campus Secretary. The current election standards are as follows:

All positions other than the Vice President position were run uncontested thus the following positions have been verified...

President – Michael Bechill

Treasurer – Walter Anderson

Main Campus Secretary – Xinyi Men

Health Science Campus Secretary – Eric Brown

Mr. Bechill also discussed the importance of growth and retention of strong leaders for the Graduate Student Association. It is as important for the GSA to retain leaders as well as to grow new leaders. So far, this year's officers-elect fulfill those criteria.

The new officers have the opportunity to learn how the GSA functions before seeking the position of Vice President or President. Please be sure to encourage graduate students and faculty to vote in this years' election!

***Old Business***

None

***New Business***

None.

***Adjournment***

There being no further business the Council adjourned at 1:45 p.m.