

**Graduate Council Minutes**  
**April 17, 2012**  
**12:30 – 2:00 p.m.**  
**Main Campus, Student Union, Room 2582**

Present: Michael Bechill (GSA), Barbaranne Benjamin, James Benjamin, Timothy Brakel, Amanda Bryant-Friedrich, Michael Dowd, Brian Fink, Timothy Fisher, David Giovannucci, Hassan Hassab-Elnaby, Mohamed Hefzy, Wayne Hoss, , Junghwan Kim, Jon Kirchhoff, Anand Kunnathur, Sara Lundquist, Holly Monsos, Timothy Mueser, Surya Nauli, Douglas Nims, Nick Piazza, Frank Pizza, Susan Pocotte, Patricia Relue, Linda Rouillard, Dorothea Sawicki, Snejana Slantcheva-Durst, Dianne Smolen, Nancy Staub, Mark Templin, Gerard Thompson, James Trempe, Joshua Waldman (GSA), Robert Yonker

Excused: Brian Ashburner, Kay Grothaus, Joseph Margiotta, Bina Joe, Patricia Komuniecki, Randall Ruch, Barbara Schneider, William Taylor

Absent: Amira Gohara, Ruth Hottell, Joel Lipman, Constance Schall, Richard Welch

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

The meeting was called to order and the roll called. The Minutes of the January 24, 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 (GCEC), Dr. Brian Fink reported that the GCEC discussed the topics that are today's agenda items ranging from the GSA and their constitution to the Membership and Curriculum Committees and the status report on the Bylaws and Constitution Review Committee. He did not provide detail as these topics would be discussed further in today's reports.

**Report of the Graduate Student Association**

Mr. Michael Bechill, President of the Graduate Student Association (GSA), was pleased to bring copies of the Midwest Graduate Student Research Symposium (MGRS) of March 24, 2012 for Council members to take to their college offices. Additional copies have been provided to the College of Graduate Studies as well. Although the GSA is becoming well-known for the MGRS, the GSA lends its support to community causes, i.e., 5K, community clean up, public recognition program with the College of Law, and it has contributed a \$3000 donation for Family House. Both Mr. Michael Bechill and Mr. Joshua Waldman, Vice President of the look forward to the GSA becoming more involved on campus and in the community. A new program the GSA is getting started is the graduation give back program, i.e., graduation gowns. The GSA will accept donated gowns and buy a few gowns with the goal of providing a no-cost rental programs (other than a \$20 returnable fee). Graduate students would pay for the tassel only. Mr. Bechill stated the GSA continues to offer and provide travel reimbursement to graduate students traveling to and presenting at conferences. Looking to the future, he would like to see the profile of graduate students at UT raised. The last GSA General Assembly meeting of the current academic year which takes place this evening, Tuesday, April 17, 2012, 6:00-8:00 p.m., on the Health Science Campus, in the Health Education Building in Room 103, will also be the last meeting Mr. Bechill presides over as President.

Dr. Michael Dowd thanked Mr. Bechill for the amazing job he did this year and for his steadfast commitment to the GSA. Dr. Dowd added that at the Faculty Senate's Executive Committee meeting with the Provost and Chancellor, he raised the issue to separate graduate student funds. This is because graduate student fees are used primarily to fund undergraduate student activities.

Mr. Bechill, Mr. Waldman, and a few GCEC members are planning to meet with the Vice Presidents of both Finance and Student Affairs to discuss this issue.

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

Dr. Susan Pocotte, Associate Dean for Graduate Affairs in the College of Graduate Studies, reported for the College of Graduate Studies, while Dean Komuniecki was in Coimbatore, India with a delegation of UT officials to participate in the MBA in India commencement (6<sup>th</sup> cohort), and to discuss and confirm possible new graduate links in pharmacy, nursing and physical therapy.

- *Curricular Forms and Submission*

Curriculum Course and Program forms are available on the COGS website at <http://www.utoledo.edu/graduate/facultystaff/gradcouncil/curriculum/index.html>. COGS made the forms fillable and made them available on its website as a temporary measure until the Provost's Office Electronic Curriculum Tracking System (CTS) for both undergraduate and graduate programs/courses is up and running again. There is no current news regarding the timeline of the electronic CTS.

To submit graduate curricular proposals, please use the PDF fillable forms provided here. Complete the form, print, obtain all required signatures and send to Ms. Terri Hayes in College of Graduate Studies (mail stop 933). Please be sure to attach additional information as necessary, i.e. (syllabus, etc). Materials will be accepted anytime, but typically take longer to process in the summer months.

- *Online Orientation for Summer 2012*

The summer online orientation program will be available within the next two weeks, by April 30<sup>th</sup>. Students admitted and beginning their studies in the summer, do have the option of waiting to attend the in-person orientation program held in August if they would prefer that experience. COGS will be sending e-mails to all summer admitted students (both HSC and MC programs) over the next few weeks with the information for both face-to-face and online orientation information.

- *Commencement for Spring 2012*

The Provost's Office is in the final stages of preparation for UT Commencement Spring 2012 Ceremonies on Saturday May 5, 2012 in Savage Arena. COGS is requesting volunteers representing the College of Graduate Studies to serve as marshals (2) and readers (1) at each ceremony. The morning ceremony is at 9:30 a.m. The commencement Speaker is Dr. Maurice Manning, Chancellor of the National University System of Ireland. He is the President of the Irish Human Rights Commission and has worked extensively with the United Nations and Council of Europe on human rights issues. The afternoon ceremony is at 2:00 p.m. The commencement Speaker is Mr. Lee Fisher, President and CEO of CEOs for Cities, a global learning network of cross-sector, cross-generational urban leaders dedicated to building and sustaining the next generation of great American cities. Previously, he has served in various State of Ohio government positions including Lt. Governor.

- *Midwestern Association of Graduate Schools 68<sup>th</sup> Annual Meeting*

Dr. Pocotte reported that both she and Dr. Dorothea Sawicki had just recently returned from the Midwestern Association of Graduate Schools 68<sup>th</sup> Annual Meeting. (MAGS), April 11-13, 2012 in Chicago, Illinois. MAGS is an affiliate of the Council of Graduate Schools (CGS) and UT is a member of both MAGS and CGS. There were around 170 in attendance representing dozens of graduate colleges/schools/programs from several states in the Midwest including Ohio, Michigan, Wisconsin, Nebraska, Oklahoma, Kansas, Illinois. This year's theme was "Transforming Graduate Education: Students and Institutions. There were several subthemes presented during plenary speakers, break-out sessions, discussion groups and general networking.

COGS intends to incorporate some good ideas into ongoing graduate initiatives as well as develop new initiatives congruent with the UT Strategic Plan Goal 2 for Graduate and Professional Programs.

Examples of the subthemes are:

- o Professional Science Masters (PSM)  
Updates on program outcomes including career placements were provided.
- o Best Practices  
Several topics were presented and discussed. Collecting and analyzing actionable data for purposes of program review, assessment of services, assessment of student outcomes, and continuous improvement of programs were a few examples. Use of online media for communication with students as well as coursework was a hot topic.
- o Challenges to Graduate Education  
Challenges to graduate education in today's higher education environment were discussed. Particular attention to the impact of student debt and how it is affecting the ability of UGs to continue their graduate studies, and/or graduate student retention.
- o Graduate Students Quality of Life  
Of particular interest was a special presentation regarding graduate students' quality of life that reviewed an assessment tool that was developed and is currently being piloted to assess factors influencing graduate students perception of quality of life. The impact of graduate life to trigger stress and some mental illness should not be ignored. Data was shown to correlate stress and wellness to satisfaction, retention, and career placement. Although this really should come as no surprise, the issue is that the overwhelming majority of institutions of higher learning do not provide adequate resources to graduate student services and student life issues. The resources and programs are geared to undergraduate students. A Michigan State University presentation program about their program entitled "Graduate Student Life and Wellness" was exciting. The dimensions of wellness include physical, emotional, spiritual, intellectual, career and social. Exemplars of how the MSU Graduate School partnered with MSU student services, career services and other university offices and programs to redistribute and refocus some resources and programs for the needs of graduate students were presented. Stay tuned for more on this topic. Dr. Pocotte stated that Dean Komuniecki has encouraged both Associate Deans to explore this issue further.

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

#### Report from the ad hoc Bylaws and Constitution Review Committee

Dr. Mark Templin, committee chair, reported that he, Dr. Michael Dowd, Dean Patricia Komuniecki, Mr. Michael Bechill and Ms. Terri Hayes verified the document going forward to the Graduate Faculty for vote is the same as the finalized version endorsed by the Graduate Council at its meeting of April 3, 2012. The first email to Graduate Faculty will go out this afternoon with a request for vote and the approved draft Constitution will be attached. A link to the Constitution also will be provided. Ms. Hayes will provide information on how to vote. The close date for voting will be April 26, 2012. Ms. Hayes did a tremendous job in her preparations to initiate an efficient electronic voting system.

The committee hopes to work on Bylaws of the Graduate Council during the summer. The new GC will decide whether it wants to retain the same committee or develop a new committee. There were no questions from Council.

#### Update on Development of a University Council

The ad hoc Best Practices Committee met with the Board of Trustees (BOT) and provided very specific recommendations on proposed changes to the draft constitution of the University Council (UC) which was distributed previously to GC. All but one of the proposed recommendations was agreed upon. One of the changes states that the GC Chair will be a member of the Executive Committee of the UC.

Given the current process, the proposed UC does not seem improve the flow of information. The UC would make recommendations to the BOT and the BOT would have to vote on all material including a significant amount of material moving from the Faculty Senate and the Graduate Council to the UC and then the BOT. There does not seem to be an appreciation for the volumes of information and material the UC would receive. Trustee McQuade said that undergraduates want more representation and that should be of no consequence to other student populations. However, this suggests that all students do not carry the same importance. The UC is proposed to be the primary form of shared governance. Dr. Dowd stated that he was not certain what group would be gathered to construct the bylaws.

Dr. Patricia Relue wondered whether the Graduate Faculty Constitution and Graduate Council Bylaws would need to change to reflect the duties and functions of the UC, particularly where it concerns or overlaps curriculum? Dr. Linda Rouillard added that BOT says it is the final authority. Dr. Dowd added that some of the Trustees were surprised that the entire curriculum is handled through Faculty Senate and Graduate Council. Dr. Sawicki questioned the approval process for Medicine curriculum. Dr. Dowd replied that in a conversation with President Jacobs, he was told that that the intention was that the Faculty Senate would still control undergraduate curriculum and the Graduate Council would still control graduate curriculum with the UC acting as an advisory group. Dr. Dowd indicated that BOT members asked whether the UC would have control over new programs and elimination of programs. The next full BOT meeting is May 14<sup>th</sup> and this issue is going to the full board for a vote.

Other GC members wondered whether there would be any implications to collective bargaining contracts. There was concern that the BOT Bylaws instruct the BOT members not to criticize the President. Although it did not come up for a vote by the Trustees, it may be an issue. If the Trustees approve this, they would be taking away their own voice.

***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.

**NEW COURSES**

|        |          |  |          |   |
|--------|----------|--|----------|---|
| M<br>D | Medicine | Biostatistical Methods for Biomarkers  | BIDI 500 | The course focuses on statistical methods for biomarkers to address various issues arising from studies assessing biomarkers in biomedical research and including associations with certain diseases or health conditions. The course presents both basic and advanced topics. Required course in Prof Sci Master in Biomarkers & Diagnostics (3 cr hr) |
| MD     | Medicine | Biomarkers and Diagnostic Internship   | BIDI 510 | Supervised full-time work experience in Biomarker discovery and validation in a pharmaceutical-oriented company. Required course in Prof Sci Master in Biomarkers & Diagnostics (6 cr hr)   |
| MD     | Medicine | Readings in Biomarkers and Diagnostics | BIDI 520 | DL/online course in readings in biomarkers & diagnostics. Required course in Prof Sci Master in Biomarkers & Diagnostics taken concurrently with BIDI 510 Internship (1 cr hr)  |

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| MD | Medicine | Professional Sciences Masters Biomarkers and Diagnostics | PSM program through the MS in Biomedical Sciences with a concentration in Biomarkers & Diagnostics (MSBS-PBD). 40 cr hr program with (1) 11 hr in Biomedical Sciences core - current problems classes; (2) 9 hr Bioinformatics core (includes BIDI 500); (3) 10 hr Biomarker core with BIDI 510/520 (6/1 hr) and biomarkers/ personalized medicine (3 hr); (4) 1 hr ethics; and (5) 9 hr of business core. |
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**NEW PROGRAMS**

|    |          |  |  |
|----|----------|--|--|
| MD | Medicine | Professional Science Masters in Biomarkers and Diagnostics | PSM program through the MS in Biomedical Sciences with a concentration in Biomarkers & Diagnostics (MSBS-PBD). 40 cr hr program with (1) 11 hr in Biomedical Sciences core - current problems classes; (2) 9 hr Bioinformatics core (includes BIDI 500); (3) 10 hr Biomarker core with BIDI 510/520 (6/1 hr) and biomarkers/ personalized medicine (3 hr); (4) 1 hr ethics; and (5) 9 hr of business core. |
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**PROGRAM REQUIREMENT REVISIONS**

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| EN | Chemical & Environmental Engineering | Master of Thesis, non-thesis project option         | Thesis option for the MS degree; 24 hrs coursework, 6 hr project. Consistent with other degree options in the major.   |
| BU | MBA                                  | MBA Specialization in Healthcare Systems Management | Core of MBA not changed, but specializations are added. The three concentrations (12 cr hr) are MBA Specialization in Health Care System Management with (1) Public Health Administration; 2) Health Promotion and Education; and Public Health Administration concentrations. |

***Old Business***

Dr. Dowd asked Council to remind their graduate faculty colleagues to vote on the Constitution of the Graduate Faculty since it is the business of the graduate faculty.

***New Business***

None.

***Adjournment***

There being no further business the Council adjourned at 1:31 p.m.