

**Graduate Council Minutes  
April 30, 2019  
Main Campus, Student Union 2582**

Present: Wissam Abou-Alaiwi, Brian Ashburner, Tomer Avidor-Reiss, Terry Bigioni, Timothy Brakel, Frank Calzonetti, Anthony Edgington, Rodney Gabel, Bashar Gammoh, Cyndee Gruden, Jason Huntley, Edward Janak, Song-Tao Liu, Sara Lundquist, Michael Mallin, Jyl Matson, Daryl Moorhead, Nagalakshmi Nadiminty, Douglas Nims, Penny Poplin Gosetti, Patty Relue, Jennifer Reynolds, Connie Schall, Barry Scheuermann, Rebecca Schneider, Martha Sexton, Ozcan Sezer, Zahoor Shah, Oleg Smirnov, Megan Stewart, Robert Topp, Jerry Van Hoy, James Willey, Kandace Williams.

Absent: Heather Conti, Christina Fitzgerald, Dan Hammel, Hassan Hassab-Elnaby, Marcia McInerney, Nikolai Modyanov, Geoffrey Rapp.

Excused: Ben Davis, Daniel Georgiev, Lori Pakulski, Beth Schlemper, Susan Sochacki.

Guests: Maja Hill, David Sherman, Colins Imoh (graduate students), Sarah Petite, Jennifer Hipp, Grant Norte, Varun Vaidya, Roseline Nyabuke.

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

The meeting was called to order and the roll called. The Minutes of the Graduate Council meeting of March 19, 2019 meeting were approved.

***Executive Reports***

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

On behalf of Graduate Council, Chair Van Hoy reported the following:

○ *Student Health Insurance update*

An update from Brian Pack in Benefits is that they are moving toward offering a single plan for the next academic year. He is hopeful that spouse and children can buy into plan up to 3x. Costs are not clear yet. The plan will rely heavily on UT services except for those not provided. A referral will be necessary. It would be a self-insured plan with collection of data on costs and services used so that the plan can be improved. The pool is small. Previous plan was opt out, but will change to an opt in.

○ *Leave of Absence Policy update*

We will see an update from Dr. Beth Schlemper when she returns next year.

○ *Service Recognition*

Thanks to Dr. Beth Schlemper, who was GC Vice Chair through summer and fall and got our committees together. Thanks to Dr. Song-Tao Liu who took over that position in spring semester. Thanks to the rest of the Executive Committee [past chair, Dr. Andrea Kalinoski, Dr. Ed Janak, Dr. Nagalakshmi Nadiminty, Dr. Martha Sexton, and ex-officio members, Dr. Cyndee Gruden from COGS, Dr. Frank Calzonetti from the Office of Research and Ms. Alisa Nammavong

from the Graduate Student Association. Council gave a warm round of applause.

Thanks to our Standing Committees. Curriculum was inundated with curriculum this year and special thanks to Dr. Tim Mueser and Dr. Rodney Gabel for managing that as co-chairs and all of the members on this committee. Again, thank you to Dr. Tim Mueser, who also served as chair of the Academic Standing Committee. Thank you to Dr. Svetlana Beltyukova for chairing the Membership Committee and to the members of that committee.

o *RESOLUTION:*

WHEREAS, Alisa Nammavong has provided outstanding leadership and service to the Graduate Student Association as President during the 2018-2019 academic year.

WHEREAS, Alisa Nammavong was integral in the discussion of student health insurance at The University of Toledo.

THEREFORE, BE IT RESOLVED that The University of Toledo Graduate Council extends its deepest gratitude to Alisa Nammavong for her dedication to the Graduate Student Association and for her participation as a member of the Graduate Council Executive Committee.

READ THIS 30th DAY OF APRIL 2019.

The agenda was re-ordered to allow the following recognition of graduate students so that they could be excused prior the remaining order of business.

***Information and Discussion Items***

Recognition of COGS 2019 Scholarship Recipients

Dean Cyndee Gruden was pleased to formally recognize each of the following three winners of the COGS 2019 Scholarships, presenting them with a certificate and having photographs taken with their graduate advisors.

- ❖ Richard L. Bostleman Memorial Scholarship            \$2,800  
**Maja Hill**, new doctoral student  
Pharmacy  
Graduate Advisor – Dr. Sarah Petite
  
- ❖ Helen M. Fields Memorial Achievement Award        \$2,400  
**Colins Imoh**, current doctoral student  
Foundations of Education  
Graduate Advisor – Dr. Dale Snauwaert
  
- ❖ Robert N. Whiteford Memorial Scholarship         \$ 600  
**David Sherman**, current doctoral student  
Exercise Science  
Graduate Advisor – Dr. Grant Norte

***Executive Reports -continued***

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

o ***Budget Update***

Dean Gruden's conversation with Finance folks on April 29<sup>th</sup> met positively with discussion of the use of tuition scholarships and that it is financially responsible that they are contributing in a meaningful way. Dean Gruden believes budgets should be managed locally. Finance assesses the budget from a wide view. They are not pulling the same exact numbers that COGS has. We are working with them so they are aware of our data. Finance thought that if there was extra money laying around, that could be pulled and it would not hurt our operations. Conversations are continuing as the institution faces financial challenges and COGS will share in some cuts. Dean Gruden encouraged graduate programs to fill spots that can be supported with the budget provided. She encouraged Council to on enrollment trajectory we have been on. We will deal with that as we go. There are some numbers are that not known at this point, such as match on grants and the number of international students that will arrive. We have used five years of historical data to inform Finance of the amount needed. Again, she encouraged graduate programs to fill the slots. She acknowledged that the Graduate Council and graduate programs have worked hard as a group and that she will continue advocating for them.

o ***Recognition***

Thank you to Graduate Council and Graduate Faculty for their support. Working with the Graduate Student Association has been great. She appreciated the opportunity to learn about graduate education and herself in her role as Dean of COGS. She looks forward to continuing to serve Council as Associate Dean when Dr. Amanda Bryant-Friedrich returns to this role on August 15, 2019.

Dr. Cyndee, Interim Dean of the College of Graduate Studies, thanked Dr. Jerry Van Hoy for his service as Graduate Council Chair 2018-2019 and formally recognized his contributions by reading the following resolution. The resolution was read, seconded, and approved unanimously. Dr. Jerry Van Hoy was presented with a certificate of this resolution and a ceremonial engraved gavel.

o ***RESOLUTION***

WHEREAS, Dr. Jerry Van Hoy has provided dedicated and outstanding leadership to Graduate Council as Chair during the 2018-2019 academic year.

WHEREAS, Dr. Van Hoy provided exemplary leadership in the creation and discussion of the College of Graduate Studies Strategic Plan.

WHEREAS, Dr. Van Hoy has gracefully dealt with many challenges and resolved many issues for Graduate Council, graduate faculty and graduate students.

THEREFORE, BE IT RESOLVED that The University of Toledo Graduate Council extends its deepest gratitude and appreciation to Dr. Jerry Van Hoy for his efforts and guidance as Graduate Council Chair.

READ THIS 30th DAY OF APRIL 2019.

### Report of the Graduate Student Association

Ms. Alisa Nammavong, President of the Graduate Student Association (GSA) deferred a report herewith due to the Annual Report of the GSA 2018-2019 to be provided as an Information and Discussion Item.

### Report of the Vice President for Research

Dr. Frank Calzonetti announced that UT will be hosting the Ohio National Lab Day on October 10 and 11, 2019 in the Engineering complex to explore opportunities for partnerships and connect students and researchers with U.S. Department of Energy (DOE) national laboratories. Labs will have one day where they convene to meet at a university to talk about the types of research they can do with their facilities and faculty. National directors are expected to attend as well. We have been working on a preliminary agenda. A registration site will be set up and we want UT to get registered first. There will be coffee and lunch. He encouraged Council to save the date and help get the word out. Our participation will show our good work and establish connections.

Dr. Connie Schall added that October 10 and 11 are fall break this year, so it is a good opportunity with free time for faculty to participate. There are many faculty at UT who are tied into national labs. They do not charge for use of their facilities. You have to write proposal. These labs, through the Department of (Education?) are there for U.S. researchers from academic institutions to use at no cost.

### ***Information and Discussion Items - continued***

#### GSA 2018-2019 Annual Report

Ms. Alisa Nammavong, President of the GSA, also elected as President for 2019-2020 reviewed the following:

- *Initiatives*

This year's initiatives included professional development, advocacy including networking between HSC, MC and between international and domestic students, a seat on the Rocket Wellness Coalition and regular meetings of the Special Interest Committee on Health to address and improve concerns with student health insurance.

- *Midwest Graduate Research Symposium*

Our symposium held on April 6, 2019 boasted over 200 in attendance from 20+ universities, representing a wide range of topics and professional development was included too. Graduate students have provided feedback that will be incorporated into future MGRS events. The Midwest Graduate Leaders group from several universities, have been meeting via Skype to discuss our universities. They realize that it is important to graduate student representation separate from undergraduate.

- *Travel Reimbursement*

The 2018-2019 average reimbursement was \$205.59 with 78 approved applicants. There were fewer students applying this year (see 2014-2019 snapshot of trends). To allow access to funding during summer, we had to update the GSA constitution. We anticipate that 150 graduate students will benefit from reimbursement.

o *Budget Comparison 2016 to 2019*

The budget comparison over the past three years shows that the officers' stipends is a fixed amount.

Ms. Nammavong thanked the Graduate Council for their support and expressed her excitement to continue serving as President of the GSA.

***Standing Committee Reports***

**Report of the Curriculum Committee**

On behalf of the Graduate Council Membership Committee (GCCC), Co-Chair, Dr. Rodney Gabel reported:

There was a concern with the change to the certificate in Bioinformatics and Biomarkers, however, the committee voted to accept along with that several others and addendum for School Counseling. We can correct department name #156 to Pathology.

Council approved unanimously.

No.	Proposal Type	College	Department/Program	Title	Course Number	Summary
156	ECM	MD	Psychiatry	Pathology Assistant Medical Ethics	PATH 6050	
157	ECM	MD	Physician Assistant Studies	Introduction to Clinical Practice	PHYA 6500	Prerequisite and catalog description change
158	ECM	MD	Physician Assistant Studies	Scholarly Project I	PHYA 6610	Change to a repeatable course
159	ECM	MD	Physician Assistant Studies	Scholarly Project II	PHYA 6620	Change to a repeatable course
160	ECM	MD	Physician Assistant Studies	Scholarly Project III	PHYA 6630	Change to a repeatable course
161	NCP	MD	Physician Assistant Studies	Clinical Rotation Remediation	PHYA 6800	
162	PRR	MD	Bioinformatics and Biomarkers	Certificate in Bioinformatics and Biomarkers	NA	Change hours for certificate from 12 to 9.
163	PRR	MD	Bioinformatics and Biomarkers	Masters in Biomedical Sciences and Bioinformatics	NA	Change hours for program from 44.5 to 44.
164	PRR	HH	School of Intervention and Wellness	MA in Counselor Education - Clinical Mental Health	NA	Program requirement change
165	PRR	HH	School of Intervention and Wellness	MA in Counselor Education - School Counseling	NA	Program requirement change

**Report of the Membership Committee**

On behalf of the Graduate Council Membership Committee (GCCC), Chair, Dr. Svetlana Beltyukova reported that the current cycle include 57 applications for review with 50 out of 57 approved for the category requested. 9 applications were from Nursing with a few not approved for the category requested on the application, many who are full-time instructors. Thanks to Dr. Linda Pierce on our committee who explained that nursing instructors are tenure eligible but not tenure track until they are promoted to assistant professor. Full membership requires tenure-track. Until they are promoted, they are in a different category. One application request for full membership, the individual currently held associate membership. However, the person was not research active, so we determined continuance at associate level. 2 application requests, full-time lecturers, for special membership were approved for professional membership. The committee approves special membership if the applicant does not fit any other category. Still gray area in Special and Adjunct categories. Overall, the process is improving.

COLLEGE	Total Applications rec'd	Applications Rec'd/Approved by Category					# Approved as Applied	# Approved in Diff. Category	# Pending	# Apps Internal	# Apps External	# Apps -- Renewal	# Apps -- New	# Apps -- Change
		Full	Associate	Professional	Adjunct	Special								
Arts and Letters (AR)	5	3/3				2/2	5		4	1	4	1		
Business and Innovation (BU)	2					2/2	2		2		2			
Education (CE)	6				2/2	4/4	6		2	4	2	4		
Engineering (EN)	7	3/3			1/1	3/3	7		6	1	3	2	2	
Health and Human Services (HHS)	5	1/1			2/2	2/2	5		2	3	1	4		
Honors														
Law														
Libraries														
Medicine and Life Sciences (MD)	6	6/6					6		6		2	4		
Natural Sciences and Mathematics (SM)	9				1/1	8/7	8	1	6	3	5	3	1	
Nursing (NU)	9	7/5	1/0			1/1	6	3	9		2	3	4	
Pharmacy and Pharmaceutical Sciences (PH)	8	4/4			2/1	2/0	5	3	7	1	8			
<b>TOTAL</b>	<b>57</b>	<b>24/22</b>	<b>1/0</b>		<b>8/7</b>	<b>24/21</b>	<b>50</b>	<b>7</b>	<b>44</b>	<b>13</b>	<b>29</b>	<b>21</b>	<b>7</b>	

Summary report for the year

Applications 192  
 Renewals 67  
 Internal 66%  
 New 50%  
 Approved at level requested 87%

Dr. Kandace Williams noted that Adjunct and Special membership terms are typically 3 years, and the faculty would need to renew before the students graduate.

Dr. Svetlana Beltyukova responded that the committee would like to review on a case-by-case basis.

Dr. Jerry Van Hoy gave special thanks to Ms. Terri Hayes who makes sure everything works. She works with curriculum and membership and the Academic Standing Committees. She does a whole lot more that I don't even know of, but keeps it all working. Council applauded.

**Old Business**

None.

**New Business**

None.

**Adjournment**

There being no further business, the Council adjourned at 1:20 pm.

## Graduate Council 2019-2020

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Present: Wissam Abbou-Alaiwi, Defne Apul, Brian Ashburner, Terry Bigioni, John Bossenbroek, Timothy Brakel, Frank Calzonetti, Saurabh Chatopadhyay, Wendy Cochrane, Heather Conti, Christine Fitzgerald, Cyndee Gruden, Jennifer Hipp, Ken Kilbert, Abraham Lee, Sara Lundquist, Michael Mallin, Nagalakshmi Nadiminty, Alisa Nammavong (GSA), Penny Poplin-Gosetti, Patricia Relue, Barry Scheuermann, Rebecca Schneider, Martha Sexton, Ozcan Sezer, Megan Stewart, Robert Topp, Varun Vaiyda, Jerry Van Hoy, James Willey, Kandace Williams.

Excused: Daniel Georgiev, Beth Schlemper, Susan Sochacki.

Absent: Dan Hammel, Samir Hefzy, Marcia McInerney, Geoffrey Rapp, Ruslan Slutsky.

### ***Executive Reports***

None.

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

None.

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

None.

### ***Old Business***

None.

### ***New Business***

#### Main Campus and Health Science Campus defined for Elections

Dr. Song Tao Liu, Chair, welcomed continuing and new members to the 2019-2020 Graduate Council as representatives of the graduate faculty.

According to the Bylaws, for purposes of election of officers to GC, post-merger, the faculty of Health and Human Services has been classified as either belonging to the Health Science Campus or Main Campus for representation on campuses. When bylaws were updated in 2015, where colleges reside was a concern.

Discussion:

Dr. Jerry Van Hoy stated that Council has traditionally supported categorizing the College of Health Science and Human Services (HSHS) under the HSC in order to balance representation on the GCEC.

Dr. James Willey thought that by categorizing HSHS, which is primarily located on the MC, isn't really appropriate to serve as an advocate for HSC.

Dr. Kandace Williams noted that Public Health is located on the Main Campus.

Dr. Song-Tao Liu pointed out that this is required each year according to the Bylaws.

Dr. Barbara Schneider that the HSHS Dean is also the Vice Provost of health, which is located on the HSC.

Dr. Kandace Williams stated that people want services on the campus in which they are located. Geographic location is important.

Dr. Jerry Van Hoy stated that the Graduate Council Executive Committee is the governing body for Graduate Council and it does not allocate resources, but rather engages in curriculum and policy discussion to inform the COGS Dean.

Dr. Kandace Williams said there are differences of opinion from 12-month and 9-month faculty and perspectives.

Dr. Barbara Schneider pointed out that there was a time when HSHS reported to Dr. Gold who was on the HSC.

Dr. Kandace Williams stated that she would like the college of HSHS represented as MC.

Dr. Rodney Gabel stated that he came to UT post-merger when it was trying to become one university. He felt strongly that geography did not matter as Graduate Council values graduate students across programs equally. He was not sure why there was even a conversation about campus in the first place, noting after serving on Graduate Council for seven years, it has always voted to support students equally.

Dr. Jerry Van Hoy re-iterated that the college of HSHS has been considered under HSC Since the merger, for equal representation on the Graduate Council Executive Committee. Graduate Council requires two members of GCEC be from the Main Campus and two members be from the Health Science Campus.

For GCEC representation purposes, the College of HSHS as being classified under the Health Science Campus:

[VOTE - Classification of the College of Health Science and Human Services under the Health Science Campus for purposes of representation on the Graduate Council Executive Committee.]

All in favor: 18  
Opposed: 4

#### Election of Officers 2019-2020

VICE CHAIR *Nominations:*  
**Wendy Cochrane** - HSC  
Susan Sochacki  
James Willey

Each nominee gave a brief introduction of themselves. Motion to close nominations. Motion seconded. Vote by paper ballot. Each gave a brief introduction of themselves. Vote by paper ballot. Wendy Cochrane most votes.



**Nominations:**

**AT LARGE #1 Samir Hefzy - MC**

No other nominations. Motion seconded. Motion to close. All in favor. By acclimation.

**At Large #2 Martha Sexton - HSC**

James Willey – declined.

No other nominations. Motion to close. Motion Seconded. All in favor. By Acclimation.

**At Large #3 Penny Poplin Gosetti - MC**

No other nominations. Motion to close. Motion seconded. All in favor. By acclimation.

Empowerment of GCEC during Summer 2019 to review and approve pending graduate curricular proposals (list provided)

GC Chair, Dr. Song-Tao Liu reported that the Curriculum Committee will try to meet during summer to review the following proposals that were submitted by the due date in order to receive approval by GC for such review and empowerment of the GCEC to review and approve on behalf of GC. He noted that the GCEC cannot approve new graduate programs in summer.

*[MOTION: Empower GCEC to review/approve recommendations by curriculum committee from list below. Approved unanimously.]*

No.	Proposal Type	Coll	Department/School/or Program	Title	Course Number	Summary
166	ECM	MD	Orthopaedic Surgery	System Pathophysiology	BMSP 6370	Combine 2 separate courses
167	ECM	MD	Orthopaedic Surgery	System Pathophysiology	BMSP 8370	Combine 2 separate courses
168	ECM	MD	Physician Assistant Studies	Clinical Medicine II	PHYA 5320	Course number change
169	ECM	MD	Physician Assistant Studies	Pathophysiology III	PHYA 5430	Prerequisite change
170	ECM	MD	Physician Assistant Studies	Research Practicum	PHYA 6600	Course material combination
171	ECM	MD	Physician Assistant Studies	Pathophysiology I	PHYA 5410	Course number change
172	ECM	MD	Physician Assistant Studies	Pathophysiology II	PHYA 5420	Course number change
173	ECM	MD	Physician Assistant Studies	Human Physiology	PHYA 5050	Corequisite change
174	ECM	MD	Physician Assistant Studies	Diagnostic & Therapeutic Skills II	PHYA 5220	Course combination
175	ECM	MD	Physician Assistant Studies	Introduction to Clinical Radiology	PHYA 6040	Course combination
176	ECM	MD	Physician Assistant Studies	Principles of Research and Statistics	PHYA 6130	Course content change
177	ECM	MD	Physician Assistant Studies	Clinical Rotation VIII	PHYA 6380	Course content change
178	ECM	MD	Physician Assistant Studies	Clinical Practice - ER	PHYA 6410	Course deletion/inactivation. Has not been offered in over 4 years.
179	ECM	MD	Physician Assistant Studies	Clinical Practice - Family Medicine	PHYA 6420	Course deletion/inactivation. Has not been offered in over 4 years.
180	ECM	MD	Physician Assistant Studies	Clinical Practice - Internal Medicine	PHYA 6430	Course deletion/inactivation. Has not been offered in over 4 years.
181	ECM	MD	Physician Assistant Studies	Clinical Practice - Pediatrics	PHYA 6440	Course deletion/inactivation. Has not been offered in over 4 years.
182	ECM	MD	Physician Assistant Studies	Clinical Practice - Surgery	PHYA 6460	Course deletion/inactivation. Has not been offered in over 4 years.
183	ECM	MD	Physician Assistant Studies	Clinical Preceptorship	PHYA 6760	Prerequisite change OR course deletion? Both are marked on form.
184	NCP	ED	Curriculum and Instruction	Developing Instruction for Middle Grades 4-5 Literacy and Social Studies	CI 5110	new course

Process for Populating Standing Committees 2019-2020

Dr. Jerry Van Hoy distributed a sign-up sheet to GC for volunteers to serve on Graduate Council Standing Committees.

**Adjournment**

There being no further business, Council adjourned at 2:02 p.m.