

Graduate Council Minutes
April 20, 2021
Webex

Present: Wissam AbouAlaiwi, Defne Apul, Brian Ashburner, Jonathan Bossenbroek, Timothy Brakel, Frank Calzonetti, Saurabh Chattopadhyay, Madeline Clark, Wendy Cochrane, Heather Conti, Christina Fitzgerald, David Giovannucci, Daniel Hammel, Samir Hefzy, Marthe Howard, Gary Insch, Andrea Kalinoski, Kenneth Kilbert, John Laux, Abraham Lee, Linda Lewin Sara Lundquist, Nagalakshmi Nadiminty, Penny Poplin Gosetti, Ellen Pullins, Geoffrey Rapp, Patricia Relue, Barry Scheuermann, Beth Schlemper, Rebeca Schneider, Martha Sexton, Zahoor Shah, Ekaterina Shemyakova, Ruslan Slutsky, Susan Sochacki, Steve Sucheck, Varun Vaidya, Jerry Van Hoy, Eileen Walsh, Skyler Weber (GSA), Kandace Williams.

Absent: Daniel Georgiev.

Excused: Brittany Jones (GSA President).

Guests: Denise Bartell, Michael Dowd, Chris Martin, Dave Sherman, Susan Nonekowski, Amy Thompson.

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called. The agenda was reordered to permit guest speakers to give their presentations first.

Information and Discussion Items

UToledo Teaching Center Task Force - Dr. Denise Bartell, Associate Vice Provost for Student Success

Dr. Bartell reviewed and elaborated on the attached 25-page PowerPoint presentation titled "UToledo Teaching Center Taskforce Overview and Faculty Development Needs Assessment Summary -spring 2021". The PPT is also located on the University Teaching Center website <https://www.utoledo.edu/offices/provost/utc/>. The presentation highlights the work of the taskforce, share some gathered data on faculty development needs and some preliminary ideas of for the future of the teaching center. We seek your perspective and feedback on initial proposal.

Taskforce charged by the Provost to:

- Review evidence-based best practices and peer institution models of teaching and learning centers and develop vision for UToledo center for teaching excellence that will position us well to advance faculty and student success.
- Develop proposal for an integrative, innovative, high-impact teaching center and affiliated programs at the University of Toledo.
- Support implementation of approved model.
- *Note:* Task force will transition into standing advisory committee upon implementation of new center model.

The taskforce was intentionally diverse including two graduate students so that we could address the diverse needs of all of the different constituencies teaching on campus. also revised our teaching center website has provided a variety of sort of easy to implement quick faculty resources for student success. We have developed a series of informal dialogues, pedagogy, and resources on a variety of topics of interest to instructors.

Dr. Susanne Nonekowski, distinguished university lecturer in the College of Pharmacy and Pharmaceutical Sciences, explained how the spring 2021 Survey of Faculty Development Needs in Support of Teaching Excellence informed the teaching center content. Dr. Dave Sherman and Dr. Dr. Christopher Martin, reviewed the data.

Discussion:

Dean Scheuermann inquired whether there has been thought given to creating separate areas and communications that would go directly to students involved in graduate assistantships that would focus on their training?

Dr. Bartell stated that the taskforce understands that there is a need to provide more support for graduate students in the development of their teaching. It would absolutely be the idea that we would provide resources and open up all resources to all instructors. Dr. Sherman added that custom tailoring that content for the people who are in front of our students, will be the job of the committee to come up with programs and resources that are uniquely suited to individuals.

Dr. David Giovannucci stated there is interest in the College of Medicine, particularly in Department of Education in the education of MD students, who often work with residents, who have to be trained in instruction.

Dr. Bartell replied that if we have a committee as well as college fellows, it enhances our capacity to be able to provide more support and more targeted support, given the needs of our colleges.

Chair Cochrane asked if the data was disaggregated for differences in undergraduate and graduate faculty.

Dr. Bartell replied no they had not done that specifically. There probably is variability by discipline as well as graduate vs. undergraduate education. Updated information would be posted on the website. The plan is for a proposal will be submitted to the Provost by the end of 2021. A phased roll out would be likely.

Dr. Williams noted in her conversation with Alana, planning on bringing in a teacher certificate program, similar to OSU.

Dr. Bartell replied that the while the taskforce is still exploring models, they has talked about providing certificates for different levels of engagement and professional development opportunities. Our needs are not the same as OSU, but we know that professionalizing and providing certification is an important tool to being able to improve use and perceived importance of these kinds of resources. So, it's something that that we're looking into. Susanne Nonekowski agreed.

Executive Reports

Report of the Executive Committee of the Graduate Council

On behalf of Graduate Council, Chair Dr. Wendy Cochrane, gave a brief report:

- *COVID-19*
 Continue to watch for emails regarding return to campus and how courses will be taught.
- *GC Report to Board of Trustees April 14, 2021*
[Posted on GC website](#)
- *GC Elections*
 College elections are now complete for new GC member members attending the May 4, 2021 Council meeting. Elections for Grad Council Executive Committee will take place at this meeting.

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

Dr. Barry Scheuermann, Interim Vice Provost for Graduate Affairs and Interim Dean of the College of Graduate Studies reported:

- *Search for the Permanent Dean*
 A search for a permanent dean has been suspended pending the recommendations and outcomes of the task force. The resignation of my position as interim dean is effective July 1, 2021.
- *COVID-19*
 No new updates.
- *Budget/Huron Consulting Group*
 - No updates on the budget model.
 - Automatic deregistration for non-payment; proposing a new process whereby students will be deregistered for non-payment on August 23rd - first day of classes is August 30th.
 - September 10th is first pay period for Graduate Assistants and corresponds to the second date for deregistration - any hiring paperwork received by COGS after the first week of August may jeopardize students being paid on time.
 - There has been some discussion that the proposed plan may be modified to accommodate some students - for example, new international students but I have not been provided a final summary of the process.
 - Mary Main, our business manager is serving on a task force assembled by the Office of Finance and has articulated our concerns to them.
- *Enrollment and Admissions*
 The most recent dashboard report for Fall 2021 admissions (April 16, 2021)

	Total Inquiries	This time Last Year	Total Admits	This time Last Year
Undergraduate	37,636	- 4,422	9,521	245
Graduate	3,741	- 431	615	- 55

- *Doctoral Commencement/Hooding Ceremony*
 - Friday, May 7th at 6:00 pm in Savage Arena
 - Face masks and social distancing will be required during the event
 - Advisors will be able to hood their students since the duration of exposure will be very brief - masks have to be worn during the hooding
 - 89 students have replied that they will be attending - it will be live streamed as well
 - Deans and Associate Deans for Graduate Affairs have been invited, please RSVP by this Friday
- *Reminders*
 - GC elections for 2021 are completed in each of the colleges. New members are invited to the May 4th meeting.
 - Graduate catalog edits are due; Lisa Taylor (lisa.taylor2@utoledo.edu) is coordinating edits to the catalog as well as the Graduate Student Handbook.
- *RCM budget*

No updates. Haven't met with them in over a month.
- *Proposed Payment/Deregistration Dates for Fall 2021*

August 23 is slated as the first deregistration date with classes beginning on August 30th. This proposed plan by Finance and may undergo some changes, but I have not heard yet. There may be some opportunity for flexibility/modification, particularly for international students registering for the first time. September 10th is the first pay period for graduate assistantships. This brings to the forefront that hiring paperwork needs to be submitted early by the first week of August. Work with students and your business managers to get this completed by then. GCEC is trying to have Michael Dennis of Finance present this at the May 4th GC meeting.

Dr. David Giovannucci added that deregistration is trying to fix a problem that doesn't exist for graduate students.

Research and Sponsored Programs Update

Dr. Frank Calzonetti, Vice President of Research reported:

- *Minors in laboratories over summer*

A few people have been asking about this.
For example, high school students could participate in an event on campus. In other instances, it is permitted with restrictions. There is a form to fill out located on COVID webpage.
- *Research Misconduct Policy*

Professor Llew Gibbons gave a presentation to GC and Faculty Senate on Research Misconduct. The Research Council will review this policy and vote at its next meeting on April 23rd. Any additional comments should be sent to Professor Gibbons this week.
- *Research Council – GC Representation*

Will have slots open for GC to appoint members, 4 people cycling off. I will be in touch with GCEC. New GC reps would meet in August. No meeting in July. There were some issues in past with Faculty Senate not having sufficient reps. No rep last year from Nursing.

If we do not receive by September 15th, we will go ahead and continue someone or appoint someone for one year to ensure there is representation.

Report of the Graduate Student Association

Skyler Weber, Vice President of the GSA, reported:

- *Midwest Graduate Research Symposium – April 10, 2021*

The GSA's signature event, MGRS, took place April 10, 2021. This is the first time hosting it as a virtual event. Although we did not reach the numbers of past symposiums, we managed to attract over 70 attendees throughout the day. There were multiple universities represented Purdue, University of Tennessee, Northern Michigan University and Western Michigan University, and Indiana State; along with the diversity of presentations ranging from an archive of queer history, to research about a space completely temperature controlled with radiation.

 - There were 12 winners (6 posters and 6 seminars), where the top three in both categories were awarded via GSA (\$300-first place, \$200- second place, and \$100 – third place), and the other six were awarded via UToledo Departments (Arts and Letters, Engineering, and Student Affairs) at \$100 each
 - In other sessions, the attendees enjoyed Career Services' presentation titled, "How to flex your skills on your resume," and Keynote Speaker, Dr. Kristen DeVanna Fussell (OSU Sea Grant) about being a T-shaped professional, and
 - 3MT finalists panel where they shared their experiences about the competition

We thank all judges, attendees, presenters, coordinators, and volunteers that made this all possible!

- *Events*

Imposter Syndrome - April 19, 2021 virtual roundtable
Post-Doctorate panel discussion - April 27, 2021.
We anticipate a great turnout and creating a time for students to share and learn from one another about begin a graduate student in the pandemic.
- *Elections*

Elections closed yesterday, so results should be finalized soon.
- *General Assembly Meeting – April 20, 2021, 6-8 pm, virtual*
- *Moving forward*

We are preparing for more collaborations with student organizations, adapting to university protocol concerning the transition to more in-person interactions, and ensuring a smooth change in leadership leading up to July 1st. We are excited for what is to come and are looking forward to GSA's growth and impact within the University.

Information and Discussion Items - continued

University Academic Misconduct Policy update - Dr. Mike Dowd, Associate Professor and Co-Chair of Policy Committee

Dr. Mike Dowd thanked the Executive Committee for permitting him to provide an update on the development of this draft policy.

Dr. Dowd provided a brief background and need for policy revisions. The continuing first draft was distributed to Council for review and input. It has taken this committee a long time to determine the information to be included in this policy versus other information to be placed in a procedures document and ask for your comments and suggestions. As background information, about two years ago, Provost Hsu and Faculty Senate put this committee together because the current policy is dated and insufficient to address the needs of faculty and students. The committee is comprised of 5 faculty members and 5 administrators. Dr. Dowd was asked to serve because he chaired the Graduate Academic Standing Committee (ASC) that adjudicates graduate student grievances for many years and Dr. Joe Dake was asked to serve due to his many years of chairing the undergraduate grievance committee. The committee members all had experience dealing with academic misconduct in various forms. The charge to the committee was to develop a university-wide policy on academic misconduct that establishes the rights and responsibilities of faculty, students and administrators and the university itself. He stressed that Graduate Council and Faculty Senate should be driving voices of the final language and appreciates their input and help with the process.

Dr. Kandace Williams stated to Dr. Dowd that she had sent to him the COMLS Professionalism policy (9 pages) that was just recently posted for comment on April 15th. Dr. Dowd noted that COMLS has some strong and fair policies dealing with this issue.

Dr. Geoffrey Rapp, College of Law, renewed his request to for the drivers of this policy to separately engage and meet with the colleges that offer professional doctorate programs that are not subject to Graduate Council oversight, just as the MD students would have a different policy, the same would be true for the Law school. How would MD and Law policies be affected by the both the structure and procedure that is being contemplated in the current draft? When Dr. Cyndee Gruden was in the Provost's Office, she indicated she would try to arrange a meeting for a discussion about whether the current form of the policy that was circulating in November 2020 made sense for the professional doctorate programs with very tight character and fitness review for students where academic dishonesty allegations and proceedings can become a major impediment to licensure depending on how they are handled.

Dr. Dowd replied that he appreciated the comments and that his committee welcomes help in developing language that would address the of the Colleges of Medicine and Law.

Dr. Tim Mueser, present ASC Chair, thanked Dr. Dowd for his service as former ASC chair and work on the policy and asked to be kept in the loop on the development of this policy.

Chair Cochran stated that she would resend the draft policy to the Council requesting that comments be sent to the Graduate Council mailbox GraduateCouncil@utoledo.edu.

Task Force to Examine the RCM-driven Re-imagining of COGS update - Dr. Jerry Van Hoy, Associate Professor, Task Force Chair

Dr. Van Hoy reported that the committee has continued to collect information about services COGS provides and how RCM may work with graduate studies at UToledo. Not a lot of information available yet. We are looking at what our peer and inspirational schools are doing and continuing to look at the academic research that has been done on graduate schools and RCM budget models. This week, will talk about some of our recommendations and services that definitely need to be in a centralized graduate school or services that could potentially be moved be shared in other units in the university. He thanked the committee members who are doing a lot of work very quickly.

Chair Cochran thanked Dr. Van Hoy for chairing the taskforce.

Standing Committee Reports

Report of the Curriculum Committee

On behalf of the GC Curriculum Committee, Dr. Tim Mueser, chair, presented the committee's report.

This group of proposals were course modifications approved by the Graduate Council Curriculum Committee.

<i>Proposals Approved by GCCC</i>						
197	CCR	SM	Chemistry	Scientific Communication	CHEM 8940	Title change from: Gradu
198	CCR	SM	Math	Dissertation	MATH 8960	Change credit hours from
200	CCR	AR	Geography and Planning	Community Planning Workshop	GEPL 5700	course change request
201	CCR	PH	Medicinal and Biological Chem	Medicinal Chemistry I: Drug Acon And Design	MBC 3310	course change request
202	CCR	PH	Medicinal and Biological Chem	Physiological Chemistry I: Structure And Function Of Biological Macromo	MBC 3550	course change request
203	CCR	PH	Medicinal and Biological Chem	Physiological Chemistry II Cellular Metabolism and Homeostasis	MBC 3552	course change request
204	CCR	PH	Medicinal and Biological Chem	Microbiology for Pharmaceuical Professionals	MBC 3860	course change request
205	CCR	PH	Pharmacology	PHARMACOLOGY I: PRINCIPLES OF PHARMACOLOGY, AUTONOMIC PHA	PHCL 3700	course change request
208	CCR	PH	Pharmacy Practice	Pharmaceutics and Dosage Form Design	PHPR 3000	course change request
209	CCR	PH	Pharmacy Practice	Interprofessional Approach to Patient Care	PHPR 3050	course change request
210	CCR	PH	Pharmacy Practice	Introduction to Self Care	PHPR 3250	course change request
211	CCR	PH	Pharmacy Practice	Commonly Prescribed Meds and Med Term 1	PHPR 3300	course change request
212	CCR	PH	Pharmacy Practice	Introducon to Pharmacy Law	PHPR 3310	course change request
213	CCR	PH	Pharmacy Practice	Pharmacy Skills Development-1	PHPR 3450	course change request
214	CCR	PH	Pharmacy Practice	Pharmacy Skills Development-2	PHPR 3460	course change request
215	CCR	PH	Pharmacy Practice	Introductory Pharmacy Pracce Experience I	PHPR 3920	course change request
216	CCR	PH	Pharmacy Practice	Introductory Pharmacy Pracce Experience 2	PHPR 3930	course change request
217	CCR	PH	Pharmacy Practice	Health Systems	PHPR 4270	course change request
218	CCR	PH	Pharmacy Practice	Commonly Prescribed Meds and Med Term II	PHPR 4300	course change request
219	CCR	PH	Pharmacy Practice	Pharmacy Skills Development - 3	PHPR 4350	course change request
220	CCR	PH	Pharmacy Practice	Pharmcy Skills Development - 4	PHPR 4360	course change request
221	CCR	PH	Pharmacy Practice	Evidence Based Medicine 1	PHPR 4530	course change request
222	CCR	PH	Pharmacy Practice	Evidence Based Medicine 2	PHPR 4540	course change request
223	CCR	PH	Pharmacy Practice	Introductory Pharmacy Practice Experience 3	PHPR 4920	course change request
224	CCR	PH	Pharmacy Practice	Introductory Pharmacy Practice Experience 4	PHPR 4930	course change request

The following group of proposals (7) was presented by college and discussed with Graduate Council for their review and approval. There are two graduate certificates, straightforward. Council approved all unanimously.

Proposals requiring GC Approval						
196	PCR	SM	Chemistry	Chemistry, MS	SM-CHEM-MS	program change request.
199	PCR	BU	Management	MBA, Common Body of Knowledge -concentration	BU-MBA-	program change request
206	NCP	PH	Pharmacology	Biopharmaceutics & Pharmacokinetics	PHCL 4160	new course proposal
207	NCP	PH	Pharmacology	Cannabis Science – Risks & Benefits	PHCL 4400	new course proposal
225	NCP	HH	School of Intervention and Wellness	Counseling Skills	COUN 7180	new course proposal
226	NCP	PH	Medicinal and Biological Chem	Cannabis Science: Plants and Products	MBC 4400	new course proposal
227	NCP	EN	Mechanical, Industrial and Manufacturing Engineerin	Addive Manufacturing	MIME 5830	new course proposal

- BU-MBA, MBA Common Body of Knowledge concentration
 In Business, it is trying to couple UG with MBA and restating as a policy.
 Was not objectionable.
- SM-CHEM-MS, Chemistry, MS - Non-thesis option
 Program modification reducing program degree credit hours from 36 to 30 for the non-thesis. Do I leave as a range? It says minimum number of hours is 30 but entered in as a range. Appears it is meant to say 30.

Dr. Patty Relue noted that at least one of the Chemistry MS tracks, the Master’s in Green Chemistry, a professional science master’s degree is 36 credit hours, so, some tracks may vary. Since they are offered under the same degree code, it would need to remain hyphenated and list the different tracks and hours for completion.

Dr. Brian Ashburner noted that the intention was for the non-thesis option. Not sure about the thesis option. Will need to check on that. The Master’s in Green Chemistry is separate. GCCC Chair, Dr. Mueser noted that he does need to change the proposal as it is.

Dr. Mueser also noted that the committee is working though challenge of the CIM system coupling UG/G proposals where it presents challenges with UG prerequisites. Graduate students need to be able to register without requiring them to have graduated from UT, thus with specific prerequisites.

Separate votes were taken on the following two graduate certificates. Toth were approved by unanimous consent.

- Material Science and Engineering (ENG) – graduate certificate.
- Cannabis Management (COBI) – graduate certificate.

#179, NPP, EN, Mechanical, Industrial and Manufacturing Engineering, Materials Science & Engineering, Graduate Certificate,

Minimum number of credit hours for completion: 12
 MIME 5350, Advanced Ceramics, 3
 MIME 5370, Advanced Materials for Automotive Structures , 3
 MIME 5380, Engineering Polymers and Rubbers, 3
 MIME 5390, Failure Analysis of Materials, 3
 EECS 5600, Solid State Devices, 3

#189, NPP, BU, 0000 - Undeclared, Cannabis Management, Graduate Certificate,

Note: Hold for NCPs.

Minimum number of credit hours for completion: 12
 EFSB 4/6900, Cannabis Entrepreneurship, 3 #139 NCP
 BLAW 4/6900, Cannabis Law, 3 #138 NCP
 MBC 4/6400, Cannabis Science: Plants and Products, 3 #226 NCP
 PHCL 4/6400, Cannabis Science – Risks & Benefits, 3 #207 NCP

Report of the Membership Committee

None.

Old Business

Chair Cochrane stated that she is trying to have Mike Dennis and Shelia Stewart attend the next GC meeting to discuss the proposed drop date of fall 2021 classes, before the semester begins. Next meeting will have elections for new executive committee members and we will transition the new Graduate Council for 2021-2022.

New Business

None.

Adjournment

There being no further business, the Council adjourned at 1:55 pm.