

**Graduate Council Minutes
December 14, 2021
Webex**

Present: Wissam AbouAlaiwi, Defne Apul, Brian Ashburner, Larissa Barclay, Sharon Barnes, Jonathan Bossenbroek, Frank Calzonetti, Saurabh Chattopadhyay, Madeline Clark, Madeline Menezes (for Wendy Cochrane), Jim Ferris, Bashar Gammoh, David Giovannucci, Dan Hammel, Mohamed Samir Hefzy, Marthe Howard, Gary Insch, Ali Imami (GSA), Andrea Kalinoski, John Laux, Abraham Lee, Linda Lewin, Mike Mallin, Bindu Menon, Geoffrey Rapp, Jeanine Refsnider-Streby, Patty Relue, Beth Schlemper, Rebecca Schneider, Marthe Howard, Zahoor Shah, Ekaterina Shemyakova, Snejana Slantcheva-Durst, Ruslan Slutsky, Jami Taylor, Amy Thompson, Varun Vaidya, Jerry Van Hoy.

Absent: Kenneth Kilbert, Connie Schall, Kandace Williams.

Excused:

Guests: Adam Bohland, Elissa Falcone, Teri Green.

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called.

Executive Reports

Report of the Executive Committee of the Graduate Council

On behalf of Graduate Council, Chair Dr. David Giovannucci, reported the following:

- *GCEC Meeting December 7th – joined by President Postel*
 - Student Health Insurance
Negotiating afford cost is difficult due to the small pool in terms of the number of students participating. Of the 10% of students who apply for it, only about 30% are graduate students, ~500. That is a small number in terms of negotiating a good rate. President is looking into the feasibility of rolling graduate students into the employee pool, a much larger cohort.
 - Policy Workflow
Discussed how policies will flow from Provost's Office/COGS to our policy committees and process will not change and not impacted by IBB/RCM budget model.
 - Parking
ParkUToledo, the new outside parking administrator through a public/private partnership, has been an issue for students and faculty as we transition to this new parking authority. President acknowledged the communication and roll out was not the best and that changes have to be made, i.e., no more multiple tickets in one day and the need for either an employee or ombudsman interface for UToledo. There was positive discussion and movement on this topic.
 - Graduate Council Report to Board of Trustees – December 8, 2021
Vice Chair, Dr. Wissam AbouAlaiwi presented the Graduate Council report to the BOT.

The report is posted on the GC website. Here a few highlights:

- Strategic Planning Committee status and update. Chair Giovannucci and two GC members, Dr. Jonathan Bossenbroek and Dr. Jami Taylor are seated on this committee. We will hear updates from them in 2022 as the process moves forward.
- President's visits with GC and GCEC. We appreciate the informative discussions.
- Chair Giovannucci will represent the GC at fall commencement on December 17, 2021.
- University Assessment Reporting Cycle

We received notification from Dr. Lori DeShetler that she is unable to attend today to give on Assessment. She will likely be rescheduled for the January 2022 GC meeting.

He had addressed at GC and we wanted to follow up on.

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

Dr. Amy Thompson, Senior Vice Provost of Academic Affairs and Acting Dean, College of Graduate Studies provided the following updates:

○ *Graduate Programs Fair*

Was held Monday, December 6, 2021 from 3-6 pm in the Student Union Auditorium with ~60-70 students attending to learn more about our graduate programs and speak with program representatives. Faculty have informed me that this is a good turnout. Having Graduate Faculty participate and support this graduate recruitment event is appreciated. The plan is to hold a Graduate Fair in spring semester 2022. Feedback is welcome. We will be exploring options for virtual fairs in the future, where and when feasible.

○ *Enrollment*

Spring 2022 Headcount of December 13, 2021

Starting in November were down 17%, and currently that number has improved somewhat to -6%. This means we are down 197 students enrolled from one year ago. Thank you for reaching out to your stopped-out students. Undergraduate enrollment for spring is down 9.5% ~1,000 students. Together -1267 students at -8.7%. Total spring enrollment is presently 13,355. We have work to do to see improved gains over the holiday break including some carry-overs from fall 2021.

○ *ODHE Graduate Headcount*

Nationally, graduate enrollment is up 6%. In reviewing the chart, 2015 -2021 comparison of Ohio public universities, we need to ask ourselves what are we doing compared to other programs. Keep in mind that BGSU is also recruiting and is removing barriers for entry.

Dr. AbouAlaiwi noted that in sending a recommendation letter for someone going to BGSU, the schools asks if I know more students who may want to go there. This is a good strategy along with their removing barriers and offering incentives such as free application for domestic students and waiving the GRE. UToledo needs to be aggressive in recruiting.

Dean Thompson replied that UToledo is waiving the graduate application in December and hopes to engage in more competitive practices.

○ *Review of applications for GA/TA allocation process*

Dean Thompson was very pleased with the process and the work of a fantastic committee. Dr. Wissam AbouAlaiwi was the Graduate Council rep on this committee.

All of the members have done a tremendous amount of work. It has been a data-driven, transparent and two-way process. The committee has taken the charge reviewing submission very seriously. Dean Thompson met with the Provost providing her with the committee's recommendations regarding allocations. The timeline for notification of allocations to the deans is December 17th. Included will be the Assistantship Offer Letter Template to provide to students. There is a total budget of \$17,950 to be split among the colleges with graduate programs. The budget includes tuition and stipend, but not RA funding, which has a hold-back of \$3.4M, which is flat.

Dr. AbouAlaiwi thanked Dean Thompson for the new GA/TA allocation process that included him, and a representatives from each of the colleges to serve on the committee. The group did a lot of work over three meetings reviewing numbers and making suggested allocations to colleges in a fair and transparent way. Going forward, the committee is open to suggestions.

- *Slate*
Getting feedback on application process and Adam and Elissa will demonstrate and give an update. Sad Adam will be leaving us as he goes to univ. of Kentucky and happy for his opportunity.

Report of the Vice President for Research

Dr. Frank Calzonetti provided the following updates:

- *Staffing*
Director of Sponsored Programs position was filled by Kim Thorn, who replaced Anne Izze who sent to University of Michigan Kim Thorn had also gone to UofM but we brought her back as Director beginning January 4, 2022. Eva English is serving as the Interim Director of Sponsored Programs and will work with Kim Thorn in January and February with full support of Dr. Rick Francis as well. Unfortunately, the Associate Director of DLAR, who was here for 10 days, left for family reasons. Lisa Root, Director of Laboratory and Animal Resources (DLAR) is working on plan to fill that position. A Grants Coordinator position is also open with promising candidates to fill that seat.
- *University Research Funding Opportunities (URFO) program*
The application deadline is January 20, 2022. This includes Summer Fellowship and DeArce.

Report of the Graduate Student Association (GSA)

Ali Imami, President of the Graduate Student Association (GSA) reported:

- *GSA Report to Board of Trustees – December 8, 2021*
Report given on behalf of the Grad
- *Parking*
A major point of interest is parking, or lack thereof, was discussed in GCEC with President Postel. The GSA has a draft resolution on the table that censures administration to be discussed at the next GSA General Assembly meeting.

Information and Discussion Items

Slate Update

Adam Bohland, Director of Graduate Enrollment Management and Elissa Falcone, Director of Academic Affairs and Special Assistant to Sr. Vice Provost of Academic Affairs presented a progress update on the development of Slate that will go live early spring semester for Spring 2023.

Adam Bohland stated that BGSU saw a 20% jump in enrollment when they implemented Slate. A lot of higher education institutions are moving to this type of platform and it is expected to help us move toward our enrollment goals. Applicants struggle with, get stuck and encounter roadblocks with the current application process. With Slate, we (Adam Bohland, Elissa Falcone and Julie Quinonez) are building out a robust infrastructure process that is clean and straightforward from the front and back end piece.

A view of the new application process from COGS website that starts with this intuitive screen followed by a brief demo of workflow:

You will have the opportunity to provide additional details about your gender identity in a later section.

Legal Sex Designation

Birthdate

Citizenship Information

Primary Citizenship

Dual Citizenship

Race/Ethnicity

Colleges and universities are asked by many groups, including the federal government, accrediting associations, college guides, and newspapers, to describe the ethnic/racial backgrounds of their students and employees. In order to respond to these requests, we ask you to answer the following two questions. [View Definitions](#)

Are you Hispanic or Latino?

- Yes
 No

Regardless of your answer to the prior question, please check *one or more* of the following groups in which you consider yourself to be a member:

- American Indian or Alaska Native
 Asian
 Black or African American
 Native Hawaiian or Other Pacific
 White

Home
Personal Background
Personal Background (Continued)
Emergency Contact
Program Selection
Instructions
Academic History
Recommendations
Signature
Review

PROGRAM SELECTION

Degree Plan
Masters

Do you plan to take your courses 100% Online? Selecting Yes or No will determine which programs show below.
No

Program
Social Work

The program you have selected does not accept students for the Spring term. Please select another program, or visit our website for details about when the application will be available.

Are you interested in an assistantship?
No

Continue

Home
Personal Background
Personal Background (Continued)
Emergency Contact
Program Selection
Instructions
Teaching, Research, or Practical Experience
Academic History
Recommendations
Signature
Review

INSTRUCTIONS

Based on the program you selected, the items listed below are required to complete your application.

Please provide at least three recommenders on the following recommender page

Please provide Statement of Purpose

Please provide an Official Transcript

Continue

Home
Personal Background
Personal Background (Continued)
Emergency Contact
Program Selection
Instructions
Teaching, Research, or Practical Experience
Academic History
Recommendations
Signature
Review

RECOMMENDATIONS

Name	Status
Add Recommender	

Continue

Points:

- Supplemental questions to specific programs have been built in.
- Colleges to provide list of programs that do not have funding opportunity.
- Elissa solicited feedback from 100+ individuals to test the application and indicate what is needed. We solicited as much buy-in and feedback as possible.
- Certificate selection is built from programs listed in Banner.
- Encourage graduate program faculty to test the application via applygrad.utoledo.edu/apply. Keep in mind it will send live requests for recommendations.
- Student's file is comprehensive including scores, resume, letters, transcripts, etc.
- Access to Slate can be in various security groups. Slate allow for customization of users and tailored access as necessary.

Questions/Discussion:

Q: Ali Imami inquired whether it is possible to know student populations in programs.

A: Elissa Falcone responded, yes, we can do that. She added that presently applications that are completed through also require a supplemental application. That will no longer be necessary with Slate since we can update requirements in CAS to integrate with Slate.

Q: Dr. Patty Relue asked if aggregate list of applicants can be viewed in order to have a view of the pool.

A: Adam Bohland replied that query and reporting functionality is extremely robust and will be more so on COGS side. We can build some of those reports and are requesting that query and reporting training be disseminated to the group. Training and documentation will be provided.

Dean Thompson expressed her excitement for Slate to help expedite the application review process. Two biggest factors in applicants selecting a university are price and speed of acceptance. Director of marking, Jen Sorgenfrei, had noted that a lot of research indicates that first school that accepts is often where they go.

Chair Giovannucci thanked them for the presentation.

Standing Committee Reports

Report of the Curriculum Committee

On behalf of the Curriculum Committee, Chair Giovannucci presented the committee's current report and previous reports to GCCC to include in the minutes since the previous GC meeting was cancelled. All were approved by GCCC and presented for informational purposes.

22	CCR	AR	Psychology	Clinical Practicum I	PSY 6810/PSY 7810
23	CCR	AR	Psychology	Clinical Practicum II	PSY 6820/PSY 7820
24	CCR	AR	Psychology	Clinical Practicum III	PSY 6830/PSY 7830
25	CCR	AR	Psychology	Clinical Practicum IV	PSY 6840/PSY 7840

Chair Giovannucci reminded Council of upcoming curriculum submission deadlines for the next catalog as well as meeting year-long registration which will be offered early in spring. The Provost's Office has shared this information with all faculty via weekly news notification.

Graduate Deadlines

- **Course modifications** that have edits to the following CIM fields: credit hour changes, grading system changes, pre-requisites, co-requisites, new cross listings, or registration restrictions - will need to be submitted with college level approval and ready for **Graduate Council Curriculum Committee by February 2, 2021** in order to allow for review and possible approval at the February 22, 2022 Graduate Council meeting.
- **New course proposals, new program proposals, and program modifications** or any other curricular items modifications will need to be submitted with college level approval ready for review by the **Graduate Council Curriculum Committee by March 15, 2021** in order to allow for review and possible approval at the April 5, 2022 Graduate Council meeting

Report of the Membership Committee

None.

Old Business

None.

New Business

Dr. Linda Lewin mentioned possible discussion of proposed Ohio House Bill #327 due to its divisive concepts.

Chair Giovannucci added that depending on movement of the bill, it may be appropriate for Diane Miller from UToledo's Government Relations to discuss.

Dan Hammel added that the College of Arts and Letters has a panel working on this topic. There is a lot of advocacy from IUC 14 institutions.

Chair Giovannucci would welcome the panelists to participate in a discussion if brought to GC.

Adjournment

There being no further business, the Council adjourned at 1:57 pm.