

**Graduate Council Minutes  
March 21, 2017  
Health Science Campus, Health Education Building, Room 105**

Present: John Bellizzi, Frank Calzonetti, Leigh Chiarelott, Viviana Ferreira, Rodney Gabel, Bashar Gammoh, Jason Huntley, Edward Janak, Andrea Kalinoski, Song-Tao Liu, Jyl Matson, Marcia McInerney, Daryl Moorhead, Douglas Nims, Lori Pakulski, John Plenefisch, Jennifer Reynolds, Amal Said, Youssef Sari, Constance Schall, Beth Schlemper, Joseph Schmidt, Barbara Schneider, Zahoor Shah, Eric Simpson (GSA), Susan Sochacki, Megan Stewart, Jason Stumbo, Jerry Van Hoy, Richard Welsch.

Absent: Joseph Margiotta, Kandace Williams.

Excused: Amanda Bryant-Friedrich, Huey-Shys Chen, Ben Davis, Michael Dowd, Mohamed Samir Hefzy, David Jex, Anand Kunnathur, Barry Scheuermann.

Guests: None.

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

The meeting was called to order and roll called.

***Executive Reports***

Report of the Executive Committee of the Graduate Council

Graduate Council (GC) Chair, Dr. Connie Schall stated that she reported to the Academic Affairs Committee of the Board of Trustees at their March 20th meeting. That report has been posted to the GC website.

Drs. James Slama and Dr. Kandace Williams have agreed to serve as Graduate Council representatives to the university academic program review committee (UPRC). Dr. Samir Hefzy has agreed to remain as chair of the Graduate Council Program Review Committee until the end of the spring semester. We look forward to regular reports from our UPRC representatives and are confident that they will work closely with our GC committee as needed for graduate program review.

Colleges represented on UPRC:

- Mary Ellen Edwards, Judith Herb College of Education
- David Krantz, College of Natural Sciences and Mathematics
- Scott Molitor, College of Engineering
- Shery Milz, College of Health and Human Services
- Jim Slama, College of Pharmacy and Pharmaceutical Sciences
- Kandace Williams, College of Medicine and Life Sciences

The GCEC has invited the Vice President for Diversity & Inclusion, Dr. Willie McKether to meet with the Graduate Council on April 18<sup>th</sup>. Questions for Dr. McKether may be sent to any member of the GCECE.

As preparations are made for elections of members to the Graduate Council, colleges are reminded to stagger terms for GC members (per Bylaws).

Section 9. The faculty members of GC shall have three-year terms of office, one-third of which shall be filled on a staggered basis each year. In spring semester of each year, the

Graduate Faculty members of each college and GSA shall elect their representatives to GC in accordance with their own rules of procedure.

The names of those elected shall be certified at once by the COGS Dean designee serving as the Secretary of the Council. Temporary or permanent vacancies in the Council shall be filled for the duration of the vacancy in accordance with the rules of the affected college or student body.

Many colleges do not have members elected on a staggered basis and there is an opportunity to correct this each spring.

#### Report of the Graduate Student Association

Mr. Eric Simpson, President of the Graduate Student Association (GSA) reported the following:

- *The GSA Election for Officer Positions for the 2017-2018 Academic Year*  
Elections opened at 12:00 p.m. on Monday, March 20, 2017 and will conclude at 12:00 p.m. on Monday, April 3, 2017. The GSA encourages all graduate and professional students to vote in the election.
- *The Midwest Graduate Research Symposium (MGRS)*  
Saturday, March 25, 2017 in the Memorial Field House and Student Union. This exciting event includes:
  - 16 Universities Participating at MGRS
  - 62 Poster Presentations
  - 60 Oral Presentations
  - ~50 Registered General Attendees
  - ~45 Undergraduate Students participating in Undergraduate Panel Discussion
  - 7 Professional Development Workshops offered to participants
  - ~70 Volunteers registered
  - ~60 Judges from 9 Universities

#### Report of the Dean of the College of Graduate Studies

No report as Dean Amanda Bryant-Friedrich was out of the office serving as the keynote speaker at an annual Women in STEM Research Symposium.

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

##### Office of Research and Sponsored Programs

Due to illness, invited guests, Ms. Anne Izzi, Interim Director of Sponsored Research and Ms. Eva English, Grant Writer, will be invited to a future meeting for an introduction and summary of their roles in the Office of Research and Sponsored Programs.

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

##### Report of the Curriculum Committee

No report due to spring break in March.

##### Report of the Membership Committee

On behalf of the Graduate Council Membership Committee, Chair Dr. Hans Gottgens provided a summary report of the committee's recent review of applications and its recommendations.

GRADUATE FACULTY MEMBERSHIP APPLICATIONS - Spring I 2017 (applications received by Feb 3)																						
College	Full			Associate			Professional			Adjunct			Special Status			APPLICATION RETURNED/STILL IN REVIEW			TOTAL			Total
	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	
Business and Innovation	1		1								1								1	0	2	3
Engineering			2											1					0	1	2	3
Health and Human Services										2				1					0	3	0	3
Education										2				2					0	4	0	4
Arts and Letters			2												1				0	0	3	3
Law										1									0	1	0	1
Medicine and Life Sciences			1																0	0	1	1
Natural Sciences and Mathematics			4								2								0	0	6	6
Nursing		1	1																0	1	1	2
Pharmacy and Pharmaceutical Sciences			2																0	0	2	2
Honors																			0	0	0	0
Libraries																			0	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>10</b>	<b>17</b>	<b>28</b>

Changes to Graduate Faculty Membership Application

Pursuant to revisions in the HLC Guidelines *Determining Qualified Faculty through HLC's Criteria for Accreditation and Assumed Practices B.2.* pertaining to the qualifications of faculty and the importance of faculty members having appropriate expertise in the subjects they teach, and university policy [http://www.utoledo.edu/policies/academic/faculty\\_staff/pdfs/3364-72-11.pdf](http://www.utoledo.edu/policies/academic/faculty_staff/pdfs/3364-72-11.pdf), Dr. Hans Gottgens presented revisions to UT's Graduate Faculty Membership Application and membership category definitions. The following has been added to the application for clarification of credentials/expertise.

*Is this the Terminal Degree in your Discipline? Yes or No*

*For those graduate faculty applicants holding less than a terminal degree outline how the applicant meets the university's minimum threshold of five years of experience or demonstrated skills in the same area in which the potential instructor will be teaching. This may include breadth and depth of experience in real-world relevant situations to what the faculty is teaching and/or industry credentials.*

Membership category definitions: Associate, Professional and Adjunct had the following italicized language added:

*Hold an earned terminal degree: Alternatively hold an earned Master's degree and possess equivalent experience to a terminal degree as documented through an evaluative review process.*

Ms. Terri Hayes in COGS has also reformatted the application information section for clarity of information to in distinguishing internal and external applicants.

There were no concerns or comments. *[Graduate Council approved the changes.]*

***Old Business***

None.

***New Business***

None.

***Adjournment***

There being no further business, the Council adjourned at 1:15 p.m.