

**Graduate Council Minutes  
May 5, 2020  
Webex**

Present: Wissam AbouAlaiwi, Brian Ashburner, Defne Apul, Tomer Avidor-Reiss, Joh Bossenbroek, Timothy Brakel, Amanda Bryant-Friedrich, Frank Calzonetti, Saurabh Chattopadhyay, Wendy Cochrane, Heather Conti, Raina Dawson (GSA), Christina Fitzgerald, Daniel Georgiev, Cyndee Gruden, Daniel Hammel, Mohamed Samir Hefzy, Terry Hinds, Andrea Kalinoski, Ken Kilbert, Anand Kunnathur, Abraham Lee, Song-Tao Liu, Sara Lundquist, Michael Mallin, Marcia McInerney, Nagalakshmi Nadiminty, Kelly Phillips, Penny Poplin Gosetti, Geoffrey Rapp, Patricia Relue, Barry Scheuermann, Beth Schlemper, Rebecca Schneider, Martha Sexton, Ozcan Sezer, Ruslan Slutsky, Susan Sochacki, Megan Stewart, Steve Sucheck, Varun Vaidya, Jerry Van Hoy, Kandace Williams.

Absent: None.

Excused: Alisa Nammavong (GSA).

***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 February 11, 2020 were approved.

***Executive Reports***

***Executive Reports***

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

On behalf of GCEC, Chair Dr. Song-Tao Liu reported:

Two meetings today. The last meeting of 2019-2020 Council followed by the first meeting of GC 2020-2021. Email him until 5:00 pm tomorrow any concerns regarding minutes and curriculum.

○ *Curriculum*

GCCC will report today. Any concerns or comments on the curriculum presented today should be sent to Chair Liu by 5:00 pm on May 6, 2020.

○ *Policy*

The Transfer Credit policy has been voted on.

○ *Tuition on Externally Funded Grants and Contracts*

Today's GC meeting will be the last time this group can discuss inclusion of tuition on externally funded grants and contracts before it becomes effective on July 1, 2020. Many Graduate Council members have concerns. Since last Council meeting GCEC has discussed with the Provost as well as with COGS Dean, Dr. Amanda Bryant-Friedrich and VP for Research, Dr. Frank Calzonetti. It is important for our voices and concerns to be heard.

○ *GC Standing Committees*

Much appreciation to Dr. Ozcan Sezer, co-chair and to the committee for reviewing 278 proposals during 2019-2020! We appreciate their help. We express appreciation to the Membership Committee under the leadership of Dr. Svetlana Beltyukova. Thanks to the Academic Program Review Committee for reviewing policies.

○ *GC Chair Service and Appreciation*

Dr. Liu expressed his appreciation for the opportunity to chair Graduate Council. It has provided him with a better understanding to help and guide junior faculty. Because of our intrinsic curiosity we learn how things work and gain some insights. He expressed thanks to Dr. Calzonetti and to Dr. Bryant-Friedrich. Our main goal is to have the graduate faculty voice heard at the administration level. Communication is always ongoing and can always be enhanced. He thanked his GCEC colleagues and Ms. Terri Hayes-Lepiarz for their work and help. Next year's Graduate Council will be led by Dr. Wendy Cochrane.

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

Dr. Amanda Bryant-Friedrich, Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies provided the following updates:

I personally as well as all staff of The College of Graduate Studies would like to express their appreciation to the members of Graduate Council and its leadership for your support and guidance that you have provided during the past academic year. The university is lucky to have faculty who are truly dedicated to graduate education and the students who enroll in our programs seeking to grow academically, professionally and personally. The executive committee has served as incredible advocates for graduate faculty to the COGS and the provost. Your input and guidance are extremely valuable, and we appreciate all you do.

Thank you to the scholarships and fellowships committee for your work on the evaluation of our applicants for this year's awards.

The COGS is pursuing opportunities for international graduate students to begin their programs of student remotely in the face of immigration uncertainty which may continue through the fall. Thank you to all graduate faculty, program directors and deans who completed the survey to give us some idea as to the possibility of this option from your individual perspectives. We are creating a survey for international admitted students to determine their technology, financial and personal ability to participate remotely.

The budget for FY21 is still in flux. The provost office is working with finance to finalize the budget and get these numbers to the COGS. A memo was distributed which describes funding priorities for next fiscal year. If there are questions, please send them to me and I will try my best to address them.

Efforts continue to determine the best means by which to institute the inclusion of tuition for graduate research assistants on grants.

We appreciate the input we have received from various programs and individuals and we are carefully considering these points as we develop plans to move forward. Discussions will continue, however there is a planned roll out of July 1 to begin. Frank will also mention this in his report.

*RESOLUTION:*

WHEREAS, Alisa Nammavong has provided outstanding leadership and service to the Graduate Student Association as President during the 2019-2020 and 2018-2019 academic years, as Vice President during the 2017-2018 academic year, and as a College of Nursing Representative to the GSA during the 2016-2017 academic year.

WHEREAS, Alisa Nammavong has demonstrated exemplary leadership and advocacy for graduate students at the University of Toledo as she guided the institution in the consideration of graduate student needs related to insurance plans and represented the voices of her constituency on many other occasions.

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 5th DAY OF MAY 2020.

Research and Sponsored Programs Update

Dr. Frank Calzonetti, Vice President of Research reported:

- *Recognition of Song Tao's Leadership and the Executive Committee*  
Feedback received from GCEC and GC has been shared with Finance, Provost and the President. Amanda's budget is coming from Finance office. Discussion is ongoing to find ways to support research.
- *Research Restart*  
While the university is working under remote conditions, we are discussing research restart for laboratories and critical research is already underway. We want to have process to open in a safe way and in line with other universities. He expressed appreciation to Graduate Council members who are serving on research restart committee with Dr. Connie Schall. Compliance has to be in the lab and at the PI level. It is important for people to have ownership of this.

*Discussion:*

Dr. Tomer Avidor-Reiss asked about considerations given to the plan of excluding tuition waiver on grants scheduled to take effect on July 1, 2020. He asked for guidance moving forward. Damaging change, how moving forward.

Dr. Frank Calzonetti responded that they have seen analyses indicating it could be disincentive or difficult to be as successful if direct costs are restricted. We support research in light of this.

Dr. Tomer Avidor-Reiss asked if this would reduce revenue to UToledo and if he could share that information.

Dr. Frank Calzonetti responded that we anticipate an increase in revenue in charging tuition, but a disincentive in grant awards. Hypotheticals examples.

Dr. Wissam AbouAlaiwi sought a rough timeframe to get back in the labs and asked about obtaining personal protection equipment.

Dr. Frank Calzonetti replied that a remote work arrangement is being developed and that further direction should be forthcoming in May that includes a process for cleaning and disinfecting labs and proper safety. College Deans are reviewing and providing input as well.

Dr. Kandace Williams indicated that she would share this draft information with researchers in her college.

#### Report of the Graduate Student Association

Ms. Raina Dawson, Vice President of the Graduate Student Association (GSA) provided a summary of GSA activity for the 2019-2020 academic year (see attached full presentation).

The GSA had an excellent year fall events well attended. GSA talked about changes in travel reimbursement and use of UToledo's Concur system to submit and manage reimbursements.

Ms. Brittany Jones, third year Ph.D. student in SISS in Geography and Planning SISS, has been elected President for 2020-2021.

MGRS date is set for April 10, 2021 that could be presented virtually if necessary.

Chair Liu said it is important to let you voices be heard. He thanked Ms. Raina Dawson and Ms. Alisa Nammavong for the leadership of the GSA.

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

##### Report of the Curriculum Committee

On behalf of the Graduate Council Curriculum Committee (GCCC), Interim Chair, Dr. Ozcan Sezer presented the committee's report.

The table below provides the last batch of proposal GS received prior to the deadline of March 17, 2020. These proposals, once confirmed by the Graduate Council, they will be incorporated to the next year's graduate catalog and/or undergraduate catalog, since some are cross-listed courses. These proposals conclude the 2019-2020 AY graduate curriculum changes made by all the colleges at UToledo. He expressed his thanks and appreciated to his Curriculum Committee colleagues who evaluated a tremendous number of course proposals during 2019-2020 academic year. Job well-done!

	# Number	Proposal Type	College	Department/School/ Program	Title	Course Number	Summary	<i>COMMENTS</i>
1	271	NCP	EN	Mechanical, Industrial and Mfg Eng.	Advanced Materials for Automotive Structures	MIME4370	new course proposal	
2	272	NCP	EN	Mechanical, Industrial and Mfg Eng.	Engineering Polymers and Rubbers	MIME4380	new course proposal	
3	273	NCP	EN	Mechanical, Industrial and Mfg Eng.	Failure Analysis of Materials	MIME4390	new course proposal	
4	274	NCP	EN	Mechanical, Industrial and Mfg Eng.	Advanced Ceramics	MIME4350	new course proposal	
5	275	CCR	EN	Electrical Eng and Computer Science	Computer Hacking and Forensic Analysis	EECS4770	course change request	
6	276	CCR	EN	Bioengineering	Bioseparations	BIOE5650	course change request	
7	277	NCP	AR	Philosophy	Islamic Law and Society	REL4010	new course proposal	
8	278	CCR	AR	Psychology	History of Psychology	PSY4000	course change request	

Council approved unanimously.

Report of the Membership Committee

On behalf of the Membership Committee, Chair, Dr. Svetlana Belyukova presented the committee’s summary report of 56 applications for Spring III 2020. She noted that many applications were submitted in the last few days approaching the deadline. 70% of the applications were renewals with quite a few for full membership. We are working to streamline the process with clarifications added to the Adjunct and Special categories. We are seeing fewer instances where committee has questions or approves membership in a different category than requested. Only four applications were approved in a different category. Outside of UT, Adjunct membership is recommended. If limited capacity, Special Membership is recommended, even though colleagues may be from academia.

Dr. Belyukova expressed her appreciation to Ms. Terri Hayes for managing the submission and application process.

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)	9	7/7			2/2				7	2	6	3		
Business and Innovation (BU)	1	0/1	1/0				1		1		1			
Education (CE)	6	1/1			1/1	4/4			3	3	3	3		
Engineering (EN)	7	6/6		1/0		0/1	1		6	1	4	3		
Health and Human Services (HHS)	6	5/5			1/1				5	1	4	2		
Honors														
Law	1				1/1				1		1			
Libraries														
Medicine and Life Sciences (MD)	9	9/9							9		9			
Natural Sciences and Mathematics (SM)	14	8/8			1/3	5/3	2		10	4	9	5		
Nursing (NU)														
Pharmacy and Pharmaceutical Sciences (PH)	3	2/2				1/1			3		2	1		
<b>TOTAL</b>	<b>56</b>	<b>38/39</b>	<b>1/0</b>	<b>1/0</b>	<b>7/7</b>	<b>10/9</b>	<b>4</b>		<b>45</b>	<b>11</b>	<b>39</b>	<b>16</b>	<b>1</b>	

Dr. Belyukova presented an annual summary report of graduate faculty membership applications for review during this past year (summer 2019, fall 2019 and spring 2020 semesters) 285! Each of the colleges is represented during review. Applications submitted during summer will be reviewed late August. If there are emergency situations where graduate faculty is necessary for a student's defense, we would need to know about those to work with you so that the student's progress is not impeded. Lastly, she expressed appreciation to Dr. Connie Schall and the committee for their diligent and extensive work.

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)	39	23/21	1/0	1/1	4/6	10/8	34	2	3	30	9	26	12	1
Business and Innovation (BU)	18	6/7	2/1	2/1	7/6	1/2	15	2	1	12	6	5	13	
Education (CE)	28	1/1		1/1	7/10	19/16	23	5		9	19	6	20	2
Engineering (EN)	46	21/21	1/1	1/0	3/6	20/18	40	6		30	16	16	26	4
Health and Human Services (HHS)	27	12/12		2/2	11/8	2/5	24	3		18	9	6	19	2
Honors														
Law	1				1/1		1			1		1		
Libraries														
Medicine and Life Sciences (MD)	43	35/34	2/1	1/0	1/2	4/6	40	3		40	3	18	21	4
Natural Sciences and Mathematics (SM)	71	35/34		2/1	12/15	22/20	66	4	1	46	25	39	26	6
Nursing (NU)	6			3/2	1/1	2/2	5		1	5	1	2	2	2
Pharmacy and Pharmaceutical Sciences (PH)	6	3/3		0/1		3/2	5	1		6		5		1
<b>TOTAL</b>	<b>285</b>	<b>136/133</b>	<b>6/3</b>	<b>13/9</b>	<b>47/55</b>	<b>83/79</b>	<b>253</b>	<b>26</b>	<b>6</b>	<b>197</b>	<b>88</b>	<b>124</b>	<b>139</b>	<b>22</b>

**Old Business**

None.

**New Business**

None.

**Adjournment**

There being no further business, the Council adjourned at 1:25 p.m.

## Graduate Council 2020-2021

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Present: Wissam Abou-Alaiwi, Brian Ashburner, Defne Apul, John Bossenbroek, Timothy Brakel, Amanda Bryant-Friedrich, Frank Calzonetti, Saurabh Chattopadhyay, Wendy Cochrane, Heather Conti, Christina Fitzgerald, Nashiyat Fyza (GSA), Daniel Georgiev, David Giovannucci, Cyndee Gruden, Daniel Hammel, Mohamed Samir Hefzy, Terry Hinds, Paul Hong, Brittany Jones (GSA)P, Andrea Kalinoski, Ken Kilbert, Anand Kunnathur, Abraham Lee, Linda Lewin, Song-Tao Liu, Michael Mallin, Kimberly McBride, Marcia McInerney, Nagalakshmi Nadiminty Penny Poplin Gosetti, Patricia Relue, Barry Scheuermann, Beth Schlemper, Rebecca Schneider, Martha Sexton, Ruslan Slutsky, Susan Sochacki, Steve Sucheck, Varun Vaidya, Jerry Van Hoy, Kandace Williams.

Excused: Sara Lundquist, Geoffrey Rapp.

Absent:

### **Call to Order and Roll Call and Welcome New Members of Graduate Council**

Dr. Wendy Cochrane, Chair, read a resolution in appreciation of outgoing chair Dr. Song-Tao Liu.

#### *RESOLUTION:*

WHEREAS, Dr. Song-Tao Liu has provided steadfast and exceptional leadership to Graduate Council as Chair during the 2019-2020 academic year.

WHEREAS, Dr. Song-Tao Liu provided exemplary leadership in guiding lingering policies through committee review and Council vote, overseeing a substantial number of curriculum proposals submitted through a new system, supporting and advocating for graduate students' needs, most importantly, student health insurance, and seamlessly transitioning the Council from on campus to remote meetings due to challenges presented by COVID-19.

WHEREAS, Dr. Song-Tao Liu achieved considerable success in his mission to communicate the unique role of UToledo graduate faculty and graduate students to campus administrators and to facilitate presentations at Council in order to increase faculty knowledge of the many resources available to them and their graduate students.

THEREFORE, BE IT RESOLVED that The University of Toledo Graduate Council extends its deepest appreciation to Dr. Song-Tao Liu for unassuming and unwavering leadership as Graduate Council Chair.

*READ THIS 5th DAY OF MAY 2020.*

Dr. Cochrane welcomed new members including new GSA President and Vice President and is looking forward to working with them. She introduced herself as a Professor of School Psychology, in the School of Intervention and Wellness in the College of Health and Human Services, in her 19<sup>th</sup> year at The University of Toledo.

A lot of challenges ahead and is important that we communicate and advocate for graduate faculty and graduate students and graduate faculty while considering the unique needs for graduate students across our two campuses.

As the Graduate Council we will meet approximately twice per month and look at graduate curriculum and graduate faculty membership, discuss resources and graduate issues.

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

#### Empowerment of GCEC during summer 2020 to review and approve curricular proposals

Per The Bylaws of the Graduate Council, Article II, Section 6, it is possible to empower GCEC to approve curriculum proposals (but not new programs) during summer. If there are any proposals to bring forward we will let you know. Dr. Tim Mueser will resume as chair during summer.

### ***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. Wendy Cochrane, Chair, welcomed continuing and new members to the 2020-2021 Graduate Council as representatives of the graduate faculty.

According to the Bylaws, Article II, Section I, 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 of campuses on the Graduate Council. When the Bylaws were updated in 2015, where colleges reside was a concern.

### ***Discussion:***

Dr. Kandace Williams indicated that a majority of faculty including those on Graduate Council are on the Main Campus, so HSC reps were outvoted. A person residing on the HSC should represent HSC.



Dr. Scheuermann stated that while he appreciates the conversation, it is important to look at role of the Health Science Campus and the College of Health and Human Services plays across campuses. The role is more than where they are located. For example, students on Main Campus are greatly impacted by decisions made by the Health Science Campus deans and we were included, such as whether clinical rotations should continue during pandemic. Since this identification process is related to representation on this body only, it is fine if HHS is listed under the Health Science Campus.

Dr. Cochrane pointed out that Master of Public Health (within HSS) has faculty on the HSC as well as MC.

Dean Bryant-Friedrich noted that the HSC Deans Council has representation from the Colleges of Medicine, Pharmacy, Nursing, and HHS. She stated she does not have an opinion on the vote understand that HHS is seen as an important part of the HSC Dean’s Council.

Majority of Council voted to list HHS under Main Campus for purposes of representation on the Graduate Council.

Main Campus	Health Science Campus
Arts and Letters	Medicine and Life Sciences
Business and Innovation	Nursing
Education (Judith Herb College of)	Pharmacy and Pharmaceutical Sciences
Engineering	
Law	
Natural Sciences and Mathematics	
Health and Human Services	

Election of Officers 2020-2021

VICE CHAIR	<i>Nominations</i>	<i>Campus</i>
	<b>David Giovannucci</b> - accepted	<b>HSC</b>
	Wissam AbouAlaiwi - accepted	HSC

Motion to close nominations. Motion seconded. Each nominee gave a brief introduction of themselves. Vote by Webex ballot (anonymous). David Giovannucci was elected as Vice Chair.

AT LARGE #1	<i>Nominations</i>	<i>Campus</i>
	<b>Jerry Van Hoy</b> – accepted	<b>MC</b>

No other nominations. Motion to close. Motion seconded. Jerry Van Hoy elected by acclamation.

AT LARGE #2	<i>Nominations</i>	<i>Campus</i>
	<b>Wissam AbouAlaiwi</b> – accepted	<b>HSC</b>

No other nominations. Motion to close. Motion seconded. Vote by Webex ballot (anonymous).  
Wissam AbouAlaiwi was elected At Large #2.

AT LARGE #3	<i>Nominations</i>	<i>Campus</i>
	Penny Poplin Gosetti– accepted	MC
	Samir Hefzy – accepted	MC
	Abraham Lee – accepted	MC
	<b>Andrea Kalinoski</b> – accepted	<b>HSC</b>
	Susan Sochacki – accepted	HSC

No other nominations. Motion to close. Motion seconded. Vote by Webex ballot (anonymous).  
Andrea Kalinoski was elected At Large #2.

#### Populating Standing Committees 2020-2021

Dr. Cochrane informed Council that GC Standing Committees will need to be repopulated for 2020-2021 and that they should consider serving on a committee as a rep. or alternate rep. This is especially important on Curriculum and Membership Committees. Dr. David Giovannucci will serve to populate committees in his role as Vice Chair. Please make sure that you respond to him even if you cannot serve.

GCEC will meet during summer. The next Graduate Council meeting should be in late August or early September.

#### **Adjournment**

There being no further business, Council adjourned at 2:27 p.m.