

**Graduate Council Minutes
October 28, 2014
12:30 – 2:00 p.m.
Main Campus, Student Union, Room 2582**

- Present: Peter Andreana, Ainsworth Bailey, Debra Boardley, Joseph Dake, Mary Ellen Edwards, Ali Fatemi, Brian Fink, David Giovannucci, Hans Gottgens, GSA-Eric Prichard, Dwight Haase, Susanna Hapgood, Margaret Hopkins, David Jex, Richard Johnson, Virginia Keil, Kenneth Kilbert, Junghwan Kim, Jon Kirchhoff, Patricia Komuniecki, Anand Kunnathur, Ron Opp, Kelly Phillips, Sonmez Sahutoglu, Mary Powers for Youssef Sari, Barry Scheuermann, Joseph Schmidt, Barbara Schneider, Rebecca Schneider, Diana Shvydka, Susan Sochacki, Viranga Tillekeratne, Jerry Van Hoy, Lois Ventura, Stan Westjohn, Kandace Williams
- Excused: Brian Ashburner, Michael Dowd, Kay Grothaus, Mohamed Samir Hefzy, Ruth Hottell, William Messer, Holly Monsos, Susan Pocotte, Constance Schall, Cynthia Smas, Pamela Stover
- Absent: Rodney Gabel, April Gardner, Marcia McInerney
- Guests: Woodrow Wilson Fellows

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called. The Minutes of the October 7, 2014 meeting were approved.

The agenda was reordered to accommodate the class schedules of the Woodrow Wilson Fellows attending this meeting.

Executive Reports

Report of the Executive Committee of the Graduate Council

Dr. Ron Opp, Graduate Council (GC) Chair, stated that the GC will today be honoring the Woodrow Wilson Fellows as they are introduced by Dr. Rebecca Schneider, GC Vice Chair and Director of the Woodrow Wilson Fellows Program. He announced several presentations for upcoming GC meetings: Mr. Tom Biggs, Chief Finance Officer, regarding the financial picture for the university (fall semester), Dr. William Messer, Vice President of Research, concerning export control issues (fall semester), Dr. Alana Malik, Director of Assessment, regarding assessment of graduate education at UT (February 10, 2015), and Ms. Heather Huntley, Director of Accreditation and Program Review, regarding graduate program review (February 24, 2015). The GCEC has requested that the Graduate Student Association (GSA) discuss their Student Ambassador program at an upcoming GC meeting. The GCEC has spent a considerable amount of time discussing the petition requesting a special graduate faculty meeting and Dean Komuniecki has scheduled this Special Graduate Faculty meeting for Thursday, October 30, 2014 from 3:00-4:00 in Student Union, Room 3018. A policy emanating from the School of Medicine was discussed at GCEC by David Giovannucci regarding individualized development plans for graduate students and postdocs required by National Institutes of Health. Lastly, William Messer has suggested that the College of Medicine work with his office to come up with a university policy on Individualized Development Programs (IDPs).

Information and Discussion Items

Introduction of Woodrow Wilson Fellows – Dr. Rebecca Schneider

The University of Toledo has accepted its third cohort of Woodrow Wilson Ohio Teaching Fellows. The program recruits accomplished career changers and outstanding recent college graduates in STEM fields. These Fellows receive full financial support from several sources (Woodrow Wilson Foundation, Choose Ohio First Scholarship and COGS) for their intensive 12 month program leading to licensure. These Fellows were invited to attend the Graduate Council meeting to receive formal recognition for their acceptance into this prestigious fellowship program. Dr. Rebecca Schneider, Director of the Woodrow Wilson Fellowship Program, introduced the 5 Woodrow Wilson Fellows who will become math and science teachers for high need schools in the state. Each student was recognized individually as Dr. Schneider announced their name, current field of work and/or academic background:

- Alyssa Hoop, graduated from The University of Toledo in Biology during which she was an undergraduate researcher in molecular neurobiology. She then continued as a graduate assistant and completed a M.S. in Molecular and Cellular Biology. During this time she was a teaching assistant for introductory Biology labs. Additionally, she volunteers her time at the local Boy Scout camp as a certified ropes course instructor.
- Douglas Rogaliner, graduated from Bowling Green State University with a degree in business, sales and marketing. He spent 23 years in various sales, marketing and management roles within the medical device industry. He has been a community college tutor in biology, earth science, and the physical sciences. He is a father of three and enjoys coaching youth wrestling, football, and baseball.
- Lori Schwab, graduated from Heidelberg University in 2011, majoring in Biology and Psychology and minoring in Forensic Science. During her time at Heidelberg University she worked as a Teaching Assistant and Tutor for the Biology Department. After graduation she worked as the Administrative Assistant and Activities Coordinator for a K-8 Charter School in Cleveland, Ohio as well as the Assistant Box Office Manager of Cain Park, an outdoor summer theater venue in Cleveland Heights, Ohio.
- Lindsay Traver, is a graduate of The Ohio State University with a degree in Zoology. She was a natural resource specialist with the Ohio Department of Natural Resources and has been a substitute teacher, university residence life office assistant, and a university childcare program teaching aide.
- Scott Weiss, graduated from The University of Toledo in environmental sciences and ecology. He was a paraprofessional classroom aide for middle school science classes, a tutor and child supervisor for community education program for latchkey children, and a camp counselor.

Dean Komuniecki welcomed this new cohort of Fellows and the Graduate Council congratulated them with a round of applause.

Executive Reports

Report of the Graduate Student Association (GSA)

Mr. Eric Prichard, Main Campus Secretary for GSA, reminded GC that Dr. Michael Rees will be the keynote speaker for the Midwest Graduate Research Symposium (MGRS) being held on Saturday, March 21, 2015 and the GSA is still in need of MGRS judges. Please contact Ms. Alcy Barakat, GSA Health Science Campus Secretary, to sign up. GSA Officers will be attending and making presentations at the National Association of Graduate and Professional Students (NAGPS) national conference November 6-9, 2014 at the University of Missouri. Mr. Prichard also reminded GC of the application deadline of November 21, 2014 for the GSA Research award and the application can be found on the COGS/GSA website:

http://enrollmentservices.utoledo.edu/events/register.asp?event_id=3834.

November will be a busy month for the GSA as approximately 50 students are scheduled to attend conferences. Dean Komuniecki also added the GSA has established a Student Ambassador program whereby UT graduate students visit their undergraduate institutions and provide information about graduate programs at UT. Please refer to the GSA website for a sign-up form and information:

<http://graduatestudentassociationblog.wordpress.com/events/student-ambassador-program/>

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

Dean Komuniecki provided the following updates:

- *Spring 2015 Enrollment Report*

COGS is tracking applications and admissions for spring 2015 and, as of yesterday, 413 applications have been processed and 82 applicants have been admitted. Although not all programs accept students for spring entry, Dean Komuniecki requested that those that do to please review all of the spring applications as soon as possible to ensure robust spring matriculation numbers. Last spring, COGS processed a total of 512 applications and admitted 421 (82%) new students. Of those admitted, ~166 (40% of admitted) matriculated for spring as new students. Although we do not have information about the timing of those admits, it is possible that earlier decisions might have helped capture more spring matriculants.

- *Diversity Initiatives*

Two of the COGS diversity initiatives include the GOAP (Graduate Opportunity Assistantship Program) and the McNair Scholars Program. These programs (with COGS cost share) are designed to provide funding for underrepresented students and full details are available on the COGS website (Fellowships, Scholarships, Awards link). The call for new applications (separate from graduate college applications) for fall 2015 entry is also available with a deadline of February 15, 2015. Dean Komuniecki asked that faculty please encourage applicants/newly admitted students who meet the eligibility criteria to apply.

- *GOAP*

Sixteen applications were received last spring; eight applicants were selected as possible recipients; six offers were made and five offers were accepted. The five new GOAP students included four females and one male. The female students include two doctoral students (Ph.D. in Counselor Education and OTD) and two Master's students (M.A. in Spanish and MSN-Clinical Nurse Leader). The female students include three African American students and one Middle Eastern student. The male student is Hispanic and in the OTD program. These students join the six continuing students: three African American males and three Caucasian females. Three students are in doctoral programs (Counselor Education, OTD, and Manufacturing Management) and three are in Master's programs (two MSW and one MS in Math). Their mean GPA is 3.83.

- *McNair Scholars*

Last spring, COGS received seven complete applications, four offers were made and three were accepted. These new McNair Scholars included two African American female Master's students (MSW and MPH) and one Hispanic male Doctoral student (Health Education). They join four continuing McNair Scholars: three African American females (Ph.D. in Health Education, MSW and MBA in Healthcare Systems Management) and one African American male (Ph.D. in Clinical Psychology). Their mean GPA is 3.53.
- *Dean's Travel-State and National Meetings*

Dean Komuniecki updated GC on her recent and upcoming travels. As Dean Komuniecki has previously mentioned, she is serving as the Chair of the Ohio Board of Regents (OBR) Advisory Committee on Graduate Studies (better known as RACGS). That group of USO Graduate Deans is responsible for approving all new graduate degree programs at the 14 public universities in the State of Ohio offering Master's and Doctoral degrees. RACGS meets bimonthly on the fourth Friday of the month in Columbus. In addition to the regularly scheduled meetings, two weeks ago RACGS held a two-day retreat to review the existing Guidelines and Bylaws for the OBR approval of new programs and existing programs modified by 50% or more in content, delivery modality or site. Also discussed were some specific issues facing graduate education, including SSI formula changes, graduate "specializations/ tracks/ concentrations", graduate faculty status, distance education, as well as OBR program review reports and program inactivation/reactivation. After the workgroups provide their final reports, Dean Komuniecki will share some of the retreat outcomes at a future meeting.

Dean Komuniecki will be attending the National Professional Science Master's Association (NPSMA) Annual Meeting (November 12-14). This year's meeting theme is "Expanding Paths to Professional 21st Century STEM Careers: Creating a vision for new goals, partnerships and success". Dean Komuniecki currently serves on the NPSMA Board of Directors and is eager to continue to explore new opportunities for PSM's at UT. UT currently has several PSM programs already formally approved by the national PSM office: PSM in Photovoltaics, PSM in Biomarkers and Diagnostics, and PSM in Human Donation Sciences. GC recently approved a new PSM in Green Chemistry and Engineering that will soon be seeking national affiliation. There are three other PSMs in varying stages of development on campus. Dean Komuniecki is also happy to report that she will be working with The Ohio State University (OSU) on creating a Statewide PSM System, and she and Scott Herness, Associate Dean of the OSU Graduate School, will likely be making a presentation to the Chancellor and his advisors later this fall. Lastly, in the first week of December, Dean Komuniecki will be attending the 54th annual Council of Graduate Schools (CGS) meeting in Washington D.C. The theme for this meeting is "Promise, Perspective and Potential in Graduate Education". Some of the plenary sessions include: "Making the Case for the Public Value of Graduate Education", "The Federal Budget and its Impact on the Future of Research and Graduate Education", and "Teaching and Learning: Disciplines, Pedagogy and Needed Changes in Graduate Education". There will also be about 15 concurrent sessions and pre-meeting workshops that have relevance for us. Dean Komuniecki will bring back new ideas and best practices to GC.
- *Announcements*
 - *COGS staffing changes*

As most of you know, Dr. Thea Sawicki has been appointed as a Vice Provost and is responsible for leading the upcoming university-wide HLC continuing accreditation process, as well as her continuing role for Health Science Affairs. Accordingly, she and her assistant, Michelle Arbogast, no longer have duties/responsibilities for COGS and are now located in new offices in the Center for Creative Education. Dean Komuniecki and the COGS staff will continue to provide

administrative and student services from the HSC office in Mulford Library. The schedule of coverage will be provided to the Deans and Associate Deans for distribution. COGS is excited about this new opportunity to serve the faculty and students on the HSC and asks for GC's support during these first weeks of transition.

- *Graduate Student Leave of Absence Policy (LOA)*
Dean Komuniecki is pleased to announce that the draft LOA policy has completed the 30-day review period. The comments have been addressed and the policy, revised to include key suggestions, and approved by Legal Affairs and Vice Provost Kelly Moore. It is now ready for the President to sign with other recently approved policies on Tuesday, November 4, 2014.
- *Save the Date*
The Annual Graduate Faculty Meeting will be held on Thursday, March 19, 2015 from 12:30-1:30 in Student Union, Room 2592.
- *Special Graduate Faculty Meeting*
As announced in an email from COGS last week, a special graduate faculty meeting will be held on Thursday, October 30, from 3:00-4:00 in Student Union, Room 3018 for graduate faculty who wish to discuss issues regarding the approval of a new Diversity Graduate Certificate as expressed in a petition signed by 37 graduate faculty.

Standing Committee Reports

Constitution and Bylaws Committee

Dr. Mark Templin, Committee Chair, on behalf of his committee, provided GC with a progress report on the committee's work with the GC Bylaws. The Bylaws Committee has been working intermittently over the past year and one-half since the approval of the revised Constitution in April, 2012, and is committed to completing its charge as soon as possible. During the intervening year (2013-14), discussions ensued regarding the role of University Council, and in February 2014 the Constitution was revised and approved by the graduate faculty. Dr. Templin primarily focused on Articles I, II and III and addressed various questions and comments. He and other members of the Bylaws Committee present, including Dean Komuniecki and past GC Chair David Giovannucci, answered questions from the floor of GC. He also commented that the committee is aware of formatting, typos and other edits that may still be necessary, but wanted to focus on the content. The committee plans to meet biweekly to finalize the changes to the GC Bylaws as quickly as possible. Dr. Templin commented that he will bring the comments from GC back to the committee. He further noted that Robert's Rules state that two 'readings' of documents are required before the final vote. He hopes to bring additional changes to Articles IV and V to GC at the next meeting (November 25th).

Curriculum Committee

None.

Membership Committee

On behalf of the Membership Committee and Dr. Samir Hefzy, Committee Chair, Chair Ron Opp reported to the GC that the committee reviewed and approved 35 Graduate Faculty Membership Applications, and one expedited review as noted in the report below:

GRADUATE FACULTY MEMBERSHIP APPLICATIONS – Summer II 2014 and Fall I 2014																								
College	Full			Associate I			Associate II			Adjunct			Special Status			Returned / Pending			TOTAL			Total		
	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal	Change	New	Renewal		Change	New
BU																					0	0	0	0
EN									1	1				3	1						1	4	1	6
	1	2								2											1	4	0	5
CE										1				1							0	2	0	2
LS		1	1					1						2							0	4	1	5
MD		1	2		1				1	1	1			1							1	4	3	8
SM										2				1							0	3	0	3
NU								1													0	1	0	1
CA					1																0	1	0	1
SJ										2				1							0	3	0	3
PH														1							0	1	0	1
HC																					0	0	0	0
Lib																					0	0	0	0
	1	4	3	0	2	0	0	2	1	2	9	0	0	10	1	0	0	0	0	0	3	27	5	35

In addition, the committee processed an expedited review to change the status of a faculty member from the College of Social Justice & Human Service from "Adjunct" to "Special".

Old Business

None.

New Business

None.

Adjournment

There being no further business, the Council adjourned at 2:03 p.m.