

**Graduate Council Minutes
October 30, 2018
Main Campus, Rocket Hall, Room 1530**

Present: Wissam AbbouAlaiwi, Brian Ashburner, Sahar Atshan, Tomer Avidor-Reiss, Frank Calzonetti, Ben Davis, Christina Fitzgerald, Rodney Gabel, Bashar Gammoh, Daniel Georgiev, Cyndee Gruden, Hassan Hassab-Elnaby, Jason Huntley, Edward Janak, Sara Lundquist, Jyl Matson, Nikolai Modyanov, Daryl Moorhead, Nagalakshmi Nadiminty, Alisa Nammavong (GSA), Douglas Nims, Penny Poplin Gosetti, Patty Relue, Constance Schall, Barry Scheuermann, Beth Schlemper, Rebecca Schneider, Martha Sexton, Ozcan Sezer, Zahoor Shah, Lirim Shemshedini, Susan Sochacki, Megan Stewart, Robert Topp, Jerry Van Hoy, James Willey, Kandace Williams.

Absent: Terry Bigioni, Patricia Case, Geoffrey Rapp, Jennifer Reynolds.

Excused: Mike Dowd, Marcia McInerney, Alisa Nammavong (GSA), Lori Pakulski.

Guests: Shah Hamdh, Danielle Rominski (Center for Student Advocacy and Wellness)
Bright Katey, Laura Morillo, Taylor Stiriz (COGS Graduate Dean's Scholars and Fellows).

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 September 18, 2018 were approved.

Executive Reports

Report of the Executive Committee of the Graduate Council

On behalf of Graduate Council, Chair Dr. Jerry Van Hoy provided an update on the nomination for GC Vice Chair. At the last GC meeting on October 16th, Dr. Connie Schall nominated Dr. Song-Tao Liu and he has accepted the nomination. There will an opportunity for additional nominations today followed by an election.

An Independent Study Policy is being developed. The plan is to create a policy from the recommended contract format for independent studies to include theses, projects, and readings courses. GCEC has sent the proposed policy to the Academic Program Review Committee for comment. The Provost's office indicated the policy does not have to be hurried and will share the graduate policy with the Faculty Senate to aid in the development of an undergraduate policy.

The GCEC discussed a request to move the GC meeting time from 12:30 – 2:00 pm to 4:00 -5:30 pm. If that is something you would like, GC would need to discuss and plan, as changes could not be enacted during current year, because that affects classes built around the current meeting time. Tuesday has been the traditional day for Graduate Council and Faculty Senate. They meet on alternate Tuesdays with GC at 12:30 at Faculty Senate at 4:00 p.m. Everyone has busy schedules, and the main issue we hear with the current time is parking.

Discussion:

Dr. Sara Lundquist stated that 4:00 – 5:30 pm conflicts with Natural Sciences and Mathematics and Arts and Letters college councils.

Dr. Jason Huntley said that the College of Medicine and Life Sciences has a conflict with that time as well.

Dr. Ozcan Sezer suggested that setting a time change adjustment made now would give everyone a year one year to think about schedule changes.

Chair Van Hoy pointed out this would mean that college councils would need to move their meetings.

Dr. Bashar Gammoh said that parking is still an issue for Faculty Senate meetings.

Council questioned whether meeting in the morning is viable and that the university's master calendar should indicate conflicts, but perhaps would not list college council meetings and other similar meetings.

Report of the Graduate Student Association

Ms. Alisa Nammavong, President of the Graduate Student Association (GSA) reported:

○ *General Assembly Meeting of October 16, 2018*

The GSA held its second general assembly meeting on October 16, 2018, 6 – 8 pm, Main Campus, in the Student Union Ingman Room. There was great attendance with over 70 graduate students. The representatives and graduate students were presented with the first revised version of the Constitution. The representatives will be discussing and voting at the November meeting.

One of the major changes that we would like to bring up in GC is the selection process for representatives. Several concerns have been brought to the attention of Executive Board, including conflicts of interest, offering a fair opportunity for applicants, among others. In order to fix this process, the Constitution revised edition will propose the opportunity for individual colleges to present their selected two representatives before a certain date. If no reps are selected, there will be an open application period for representatives much like previous years. The Executive Board will only offer its selection when colleges are unable to provide their reps. This process is still pending discussion. Please contact Ms. Alisa Nammavong or Mr. Robert Worthington, Constitution Review Committee Chair, with further questions or suggestions.

○ *Professional Development*

The first professional development event took place on Oct. 29th in Bowman-Oddy. This was an informational session that gave graduate students opportunity to share their experience, answer any questions, and further promote other relevant discussion.

o *Student Health Insurance*

GSA President and Vice President met with Provost Hsu in October. The discussion focused on student health insurance. During this meeting, Provost Hsu mentioned that he is aware that this issue has come up in several senior leadership meetings and that it should be handled by Student Services/Student Affairs. We spoke with Provost Hsu about the need to promote faculty in discussing health insurance with their students and he hopes to discuss this in a workshop for faculty regarding health insurance help and other training. He pointed out that faculty need to submit NIH proposals and other grant proposals that include student health insurance, however, some insurance companies are not approving this.

Ms. Nammavong is working on forming a health insurance special interest committee to help continue to advocate for student health insurance and provide support for graduate students. She is also communicating with the network of Midwest graduate student associations and senates to see how their universities and students are handling health insurance.

Ms. Nammavong recently met with Mr. Dan Boyle, Coordinator for Student Advocacy, to stay up to date on health insurance developments and seek advice about special committees she will be forming to handle special interest issues. Mr. Boyle was contacted by Provost Hsu to make sure that the GSA was kept up to date! Mr. Boyle wanted to make sure students and faculty involved realize that health claims should begin to be paid as of Aug. 10th but that it is a slow process due to the nature and volume of the claims. He also shared that UT is at the average cost for undergraduate students, yet above the average national cost for graduate students. After speaking with him about how the GSA can assist with the health insurance committee, we have gathered that the health insurance committee should:

- Be able to explain benefits, deductibles, co-insurance and other common language.
- Improve communications between the Office of Student Advocacy and Support, health insurance concerns, and other relevant information, especially related to deadlines of enrollment and waivers, changes in providers, and others.
- Communicate with Executive Board of the GSA, COGS, and UT administration about the concerns and other relevant information gathered to continue to advocate and improve the graduate student experience.
- Consult with or refer graduate students to the Office of Student Advocacy and Support when necessary in a timely manner.
- Share a report at the General Assembly meetings.

o *Graduate Student Academic Grievances*

Ms. Nammavong spoke to Mr. Boyle about graduate student academic grievances and how Mr. Boyle's office may approach or support a student with concerns. He is available as moral, emotional support as well as help with the policy and procedures in the policy to ensure students were going through the correct steps. Please make sure students are aware of this possible service! Further, he mentioned that Student Government (undergraduate level) has in the past included a clause in their Constitution that specially spoke to the organization's involvement as an advocate for these concerns.

The GSA plans on looking into a similar clause in the GSA Constitution revision that may designate a leader to help graduate students navigate this process. This person may not be the President of GSA due to possible conflicts of interest that may result as being a member of the Academic Standing Committee.

Ms. Sahar Atshan, Vice President of the GSA provided the following update:

- *Midwest Graduate Research Symposium 2019*
MGRS organizing has begun with the search for Steering Committee members and leaders for workshops. Last year, we had resume writing with Ms. Shelly Drouillard, emotional intelligence with Dr. Margaret Hopkins, and 3-Minute Thesis with Ms. Teri Green. All workshops were well received last year and students are asking for more career and industry-based workshops that focus on specific skills. Please let us know if you have suggestions!
- *Graduate Student Success*
The GSA seeks to honor and highlight the success of graduate students! We will begin a mini-page on our website that honors recent publications, research or grant success, and other means of success. We ask that if you or your college are seeking to recognize a graduate student in this way to contact the GSA Email! We would also like to invite students to General Assembly to share their success if possible! We would like to have a few honors from each college as they happen. We are also considering creating a newsletter-like PDF that may honor those along with sending out the minutes to meetings.

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

Dr. Cyndee Gruden, Interim Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies provided the following updates:

- *Update on potential changes to SSI: Doctoral Set-Aside*
The FY 2019 formula changed three components since 2010. In 1995 it was 95% FTEs. Now 25% of the Doctoral Set-aside is attributed to FTEs. The current plan runs through 2019. Since the Inter-University Council of Ohio (IUC) who interfaces with the Ohio Department of Higher Education (ODHE) is uncomfortable with numbers currently used for FTE comparison, they would like to change to updated FTE data. The IUC met on October 11th in Columbus and the consensus was to go with a modern enrollment number based on course completion and a 3-5 year moving average. That recommendation to change the process will be reviewed by the Presidents and Provosts. It is important to know that the FTE funding changed from enrollment only to course completion. PRs are not desirable since we do not receive subsidy for them. There is a lot of debate regarding other factors that contribute to the Doctoral Set-Aside and updating the data. IUC continues to discuss quality and how that should be measured, e.g., publications, grants, etc. Continued discussion is expected.

FY 2020 formula plans are:

- Update the historical enrollment portion to reflect recent data (course completion).
- Update degree cost data.

Future Considerations:

- Update degree cost data
- Re-evaluate doc 2 vs. doc 1 programs
- Re-evaluate measure of research quality

Doc 2 are STEM types and generally cost more to run. We need to look at list to make sure it makes sense. It is 1.5% of cost. Further discussion anticipated over the next couple of years.

Discussion:

Dr. James Willey inquired as to the amount of SSI and FTE used as the primary factor.

Dean Cyndee Gruden responded that \$180 million Doctoral Set-Aside was the total share available last year to Ohio's public institutions. At present, the 1994-1998 data is utilized with a moving average. If we make 85% of those numbers, we get a portion of the total share, which is relative as they look at FTE across the state. That process will be changed. We have been keeping our share somewhat consistent. We have more doc 2 than doc 1. This year will use last year's data.

Our SSI will depend on what the new focus will be. We will know as it happens and keep you informed. Their plan has not been to do major tweaks.

Dr. Patty Relue asked Dean Gruden whether the entire pot would increase if overall enrollment goes up.

Dean Gruden indicated that the state, whoever is in charge at ODHE at the time, would determine the total share. This number has not increased in recent history. The goal is to resolve the calculation before the new ODHE Chancellor is identified in 2019. The current model was determined in the late 1990s and only a couple of current IUC members had historical knowledge. She anticipated the primary change to be enrollment to current numbers and discussion on others. This is state allocation and the problem is there is no long-term plan at the State. We have to bring our values to the conversation. The Doctoral Set-Aside is based on historical and not necessarily current programs. There are issues about professional programs in nursing in '90s that are not included, so those things need to be updated.

Dr. Tomer Avidor-Reiss stated that it seems to be driven largely by class completion and graduation.

Dean Gruden stated there are variations in length of time to graduate based on programs. There are a lot of things embedded in the formula.

Dr. Willey suggested that colleges should back up their request.

Dean Gruden stated that she wanted to keep Council informed of the funding mechanisms and possible changes. Funding goes to central administration.

Dr. Rodney Gabel pointed out that we have control over external funding. And degree completion, noted by Dean Gruden.

Research and Sponsored Programs Update

Dr. Frank Calzonetti, Vice President of Research reported that IRB Manager went live October 29, 2018. New protocols will be incorporated. Concerns or issues should be relayed to Dr. Calzonetti and Dr. Rick Francis. IACUC and other program systems will be worked on next.

Two policies (revisions) that were approved at the October 26, 2018 Research Council meeting are posted.

Policy 3364-70-10

Laboratory Animal Welfare, Care and Use

Clarifies roles of IACUCs and DLAR. Both will be posted after they go to senior leadership and if it comes back for further revisions.

Policy 3364-70-22

Principal Investigator Responsibilities on Sponsored Projects

Outlines PI responsibilities with regard to the research plan, the grant and the Grants Accounting office. It lays out the responsibilities of all parties. Proposals for external funding must come through RSP, not directly to a sponsor. It clarifies gifts and sponsored activities.

Discussion:

Dr. Susan Sochacki questioned the status of active research under the previous Koeli Coeus system and Dr. Nagalakshmi Nadiminty inquired about the timeline.

Dr. Calzonetti indicated that it will be moved over to IRB Manager, hopefully by the end of the current calendar yet. No additional training programs are scheduled presently but more can be added if desired. Contact Dr. Rick Francis.

Information and Discussion Items

Center for Student Advocacy and Wellness

Dr. Megan Stewart, Director of Programming and Development for the Center for Student Advocacy and Wellness led a presentation on the center, outlining its staff, its purpose and resources and upcoming events. Ms. Danielle Rominski, Assistant Director of center operations and Ms. Shahrazad Hamdah "Shah", Sexual Assault and Domestic Violence Advocate accompanied Dr. Stewart to co-present.

What We Do

Ms. Hamdah provided an overview of the center's services that provide confidential victim services. Faculty are mandatory reporters and report to Title IX, but we can provide confidential support to students who may want counseling only. The center assists with filing police reports, and accompanies the victim going to court, meeting with prosecutors, and assisting with obtaining civil protection orders. We are their advocate helping them sort through the information. It can re-traumatize to discuss and go through story again. The State of Ohio has a victims' compensation program. We can connect them with attorneys who will work with them free of charge.

Granting Agencies

Dr. Stewart discussed the availability of grant funds.

- Victims of Crime Act (VOCA) through the Ohio Attorney General – Over \$800,000 funded. VOCA and the state’s attorney general make decisions on awarding funds. We just received \$280,000 that pays for a counselor, programming and events on campus. Have had since 2016.
- Department of Justice, Office on Violence Against Women Campus Program Project – \$299,642 over three years. We have a DOJ grant. They support removal of silos on campus and coordination with other campus services. We meet once per month and discuss training.
- Engaging Men, partner with UT Athletics – Free training.
- Ohio Department of Higher Education, Campaign Grant – \$10,000. Support the #Utogether campaign and awareness events, including the blue tote bags filled with campaign t-shirts and other helpful information that were distributed to Council. We are all working on campus to reach out against gender-based violence. We identified from the climate survey, newer areas in which we could provide help in terms of education, information, and services.

Programming and Events

Ms. Danielle Rominski, Assistant Director of Center Operations was pleased to share a listing of programming and events including Domestic Violence Awareness month in April. As part of the ‘Hands are Not for Hitting’ campaign, we had table in the Student Union and shared information and distributed t-shirt. We will share this campaign on the Health Science Campus as well and hope to have a center advocate located on HSC Campus.

January 2019:

- January 30th 6-8 pm, Student Union Auditorium
Stalking Awareness Month, Speaker, Advocate, and Stalking Survivor, Ms. Anna Nasset will discuss her experience with stalking.
- January 31st
Ms. Anna Nasset will talk to Criminal Justice student classes.

March 2019:

Walk a Mile in her Shoes—an opportunity for men in the UT Community to raise awareness about sexualized violence against women.

April 2019 Sexual Assault Awareness Month Events:

- April 9 - Start by Believing Campaign and Tabling, 11 am – 2 pm
- April 11 - Spring Clothesline Project, 11 am – 2 pm, Centennial Mall
There will an opportunity to make a t-shirt, date tbd

- April 24—Denim Day Tabling, 10 am – 2 pm
- TBA—University Take Back the Night

May 2019:

Domestic Violence and Sexual Assault Conference – date tbd

The Center for Student Advocacy and Wellness, Standing Courageous, UT Police Department, and The YWCA Hope Center will be providing this free 2-day conference.

Like us on Twitter and Instagram. We are available for presentations by request.

UT Graduate Student Health Insurance

Dr. Cyndee Gruden, Interim Vice Provost Graduate Affairs and Dean of the College of Graduate Studies provided an update of the current status including how our cost compares to other Ohio schools and potential solutions. Several changes have proved challenging for graduate students utilizing UT's student health insurance. The health insurance provider changed and insurance stopped for folks during the summer. Additionally, oversight previously resided in the Student Health area and has moved under the division of Student Affairs. Students have to pay for the semester's insurance up front with the cost added to their bill. Our pool is small at about 1,000 graduate students. The provider is Blue Cross this year.

Challenges

Cost, communication, pay up front, pre-existing conditions/family options.

- Pool of about 1,000 students mandatory (G + UG)
Athletes, certain disciplines (automatically added to their bill)
- Bids put out annually
Only two bidders last year
SEBT Trust – they find provider (Blue Cross new)
- In August 2018, moved process from Health Services to Student Affairs

Cost Comparison

UT cost is higher than most other public institutions in Ohio and the basic student only plan is about \$1,000 higher annually than last year. Data from nine Ohio schools thus far used in comparison (see attached PowerPoint). Rates have a lot to do with charges from previous year and many factors are difficult to control. BGSU cost is \$1600, but we don't know the coverage. Some of our peers said they only provide single or basic coverage. Others are self-insured with care provided by the institution. That is an option. We are higher than other institution covering basic coverage. There is a wide variety across the state. There is a lot of conversation about sharing strategies or pooling numbers, etc. This topic will be discussed by CCGS next week. The GSA is doing a good job talking to the administration. My concern is to have us do something different, not just put out a bid with same result. The Provost said he would speak to the senior leadership team. We talk about quality students and enrollment, and for a lot of our students, insurance is a very important need.

Potential Solutions

Generate larger pools by combining efforts of multiple universities?

- Allow students to have faculty/staff coverage options.
- Subsidy? Self-insured option? Single coverage?
- Provide more support for students to evaluate options (marketplace vs. UT options)
- Consider putting insurance coverage in your external grants.

Discussion:

Dr. Tomer Avidor-Reiss suggested RSP develop a template for faculty to know what to put in the grant.

Dr. Connie Schall stated that the current budget template does not include student health insurance.

Dean Gruden suggested requesting the grant coordinator include in the grant. We are continuing to have conversations with Research.

Dr. Ben Davis stated that the possibility for a union for graduate students and the current open enrollment period for the Affordable Care Act.

Standing Committee Reports

Report of the Curriculum Committee

On behalf of the Graduate Council Membership Committee (GCCC), Chair Dr. Rodney Gabel presented the following report:

No.	Type	Coll.	Department/Program	Title	Course Number	Summary
13	NCP	EN	Electrical Engineering and Computer Science	Hardware Oriented Security and Test	EECS 8640	Co-listed with approved course EECS 6640
14	NCP	EN	Mechanical, Industrial and Manufacturing Eng.	Experimental Methods in Orthopedic Biomechanics	MIME 5240	Adding MIME 5/7240 to existing BIOE 4/5750

Council approved unanimously.

Report of the Membership Committee

On behalf of the Graduate Council Membership Committee (GCCC), Chair, Dr. Svetlana Beltyukova, presented the following report:

GRADUATE FACULTY MEMBERSHIP APPLICATIONS - Fall I 2018 (applications received August 19 - October 5, 2018)																							
COLLEGE	Full			Associate			Professional			Adjunct			Special			Returned/In Review/Rejected			TOTAL			Total	
	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew		
Arts and Letters		1	1											1						2	1	3	
Business and Innovation															1						1	1	
Education														1							1	1	
Engineering														1	1	1				1	1	1	3
Health and Human Services		2				1							5	1			1				7	3	10
Honors																							
Law																							
Libraries																							
Medicine and Life Sciences		2				1			1			1			2						7	7	
Natural Sciences and Mathematics		1												2	2					2	3	5	
Nursing									1												1	1	
Pharmacy and Pharmaceutical Sciences																							
TOTAL		6	1		1	1		2			6		3	7	3		0	0	3	22	6	31	

More than 70% were new, and 40% apps for Special. Interesting situation, we had high level of agreement where there were discrepancies in what was requested as opposed to what was granted. We almost had two pending applications with a case where the applicant did not have a terminal degree and the endorsements were not clear that they used evaluative process and that they had equivalent experience. Department chairs and college deans need to review the criteria for the membership category they are endorsing. Full membership requires the application be full time and tenure track. The committee and Ms. Terri Hayes will review the application to provide further clarity of instructions and specific criteria in endorsements.

GC Chair, Dr. Van Hoy reiterated the need for faculty to pay attention to categories.

Old Business

Vice Chair Election

Chair Van Hoy was pleased to report that Dr. Song Tao Liu has accepted the nomination. Dr. Van Hoy sought additional nominations. There were no further nominations. Nominations were closed. Seconded. Approved unanimously.

November 1st is the last day to nominate graduate student speaker, preferably a doctoral student, for the graduate student commencement on December 15, 2018. Nominations should be sent to Dean Gruden.

New Business

None.

Adjournment

There being no further business, the Council adjourned at 1:48 pm.