

**Graduate Council Minutes
April 20, 2010**

Present: Lawrence Anderson, Barbaranne Benjamin, Karen Bjorkman, Frank Calzonetti, Wendy Cochrane, Michael Dowd, Brian Fink, Hans Gottgens, Scott Heckathorn, Mohamed Hefzy, Wayne Hoss, Ruth Hottell, Dong-Shik Kim, Richard Komuniecki, Anand Kunnathur, Geoffrey Martin, Sheryl Milz, Gary Moore, Azadeh Parvin, Kelly Phillips, Susan Pocotte, Michael Bechill (GSA), Ram Rachamadugu, Randall Ruch, Kathleen Salyers, Dorothea Sawicki, Barbara Schneider, Dianne Smolen, Amy Thompson, Frederick Williams

Absent: Jamie Barlowe, Dwayne Demedio, John Gaboury, David Giovannucci, Joseph Margiotta, Benjamin Pryor, Krishna Shenai, Hermann von Grafenstein

Excused: Amira Gohara, Joel Lipman, Eric Longsdorf, Sakui Malakpa, Patricia Komuniecki, Patricia Relue, Robert Sullivan, Mark Templin

Call to Order and Roll and Approval of Minutes

The Minutes of the March 23, 2010, meeting were approved.

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

Report of the Executive Committee of the Graduate Council

On behalf of the Graduate Council Executive Committee (GCEC) Dr. Pocotte reported that as the academic year draws to a close, the GCEC recently spent time reviewing the implementation of its new Constitution and Bylaws. Dr. Pocotte stated that this year marks a significant milestone in the history of Graduate Faculty from MC and HSC pre-merger of MUOT and UT. This is the first academic year for implementation of the harmonized Constitution of the Graduate Faculty of the University of Toledo and the Bylaws of the Graduate Council of The University of Toledo. We are very excited about how things have proceeded so far. The attendance has been very good in spite of the need for travel between two of our campuses.

Part of the role of the GCEC is to assure the Constitution and the Bylaws are followed. On behalf of the GCEC, Dr. Pocotte summarized a few items concerning elections and attendance, the first of which relates to staggered terms.

Staggered Terms

The elections for replacement members are proceeding. Per the Constitution of the Graduate Faculty of the University of Toledo, Article IV., The Graduate Council, Section 6.:

The faculty members of the Graduate Council, who must be members of the Graduate Faculty, shall have three-year terms of the office, one-third of which shall be filled on a staggered basis each year. Student members shall have one-year terms of office.

The GCEC will attempt to implement staggered terms within the Colleges wherever possible. Our process will be to review the current Elected Member Roster for expiration dates. We will review the new election results and establish a staggered membership schedule. We might need to suggest a new member serve less than three years in order to stagger membership within the College. A ranking based on numbers of votes will be used to determine staggered term expiration dates.

Attendance

It is important to note that each member of the GC plays an important role, as elected members representing the Graduate Faculty of our Colleges. Together, with the ex-officio members, we are responsible for disseminating information from these meetings to the Graduate Faculty of our Colleges. We are responsible for gathering input from the Graduate Faculty of our Colleges when matters that require development and vote arise. To that end, for the elected members, the Bylaws contain guidance regarding attendance.

Per the Bylaws of the Graduate Council of The University of Toledo, Article II. Meetings:

Section 5. Two unexcused absences per year may be sufficient grounds for removal from the Graduate Council. Members who cannot attend a meeting and wish to designate another Full Member of the Graduate Faculty from their college to attend the meeting in their place must inform the Office of the Secretary of the Council at least one day ahead.

The GCEC is in the process of reviewing the attendance data for excused and unexcused absences. Pending its findings, the GCEC will be prepared to remove a member or members with more than two unexcused absences. Replacements could come from runners up in the current elections.

Proxy/Designate Full Member of Graduate Faculty as Temporary Replacement

We have had numerous excused absences. However, we would like to strongly urge all Council members to implement the option to “designate another Full Member of the Graduate Faculty from your college to attend the meeting in your place.” This clause was added when the harmonized Bylaws were written to both facilitate Graduate Faculty participation on Graduate Council in spite of busy schedules and preserve the representation and communication of Graduate Faculty on and between the Graduate Council.

Elections for GCEC Officers 2010-2011

Elections for Graduate Council Executive Committee Officers will be held at the May 4, 2010 Graduate Council meeting. An ad hoc elections committee of Dr. Templin and Dr. Dowd has been formed by the GCEC. Next year Dr. Templin automatically becomes Chair of GC per the Bylaws of the GC.

Elections are needed for a new Vice Chair and three At Large members. Per the Bylaws of the GC, at least two of the five officers must be faculty reporting to HSC Provost and at least two of the five officers must be faculty reporting to the MC Provost. As Past Chair, Dr. Pocotte automatically serves on next year’s GCEC. We will need to elect at least one each of HSC and MC faculty for the At Large officers.

Summer Semester

A reminder about “who is minding the shop” during summer break. Your new Graduate Council Executive Committee will be available to keep things running during the summer months in a manner that facilitates unforeseen needs of our Graduate Faculty and the Graduate Programs.

Per the Bylaws of the Graduate Council of The University of Toledo, Article II., Section 1., Meetings:

Graduate Council shall hold regular meetings approximately every other week from September through May at a site that is centrally located or that will rotate between the Main Campus and the Health Science Campus. The Executive Committee may alter a regular meeting date and also may call special meetings of the Council. During the summer months (May to August), the Executive Committee may hold meetings to review and provide preliminary approval for curricular changes with the Graduate Council Curriculum Committee.

Per the Bylaws of the Graduate Council of The University of Toledo, Article III., Committees:

E. Membership Committee

- i. The Membership Committee shall consist of one person from each college with Graduate Faculty and graduate programs, who holds Full Membership on the Graduate Faculty.
- ii. The duties of the Membership Committee shall be to review nominations and renewal applications for membership on the Graduate Faculty and to make recommendations to the Graduate Council.

At the direction of the GCEC the Membership Committee may be convened to review the membership status of an individual member of the Graduate Faculty.

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

On behalf of Dr. Komuniecki, who could not attend today's meeting due to her recuperation from a recent surgery, Dr. Pocotte reported that the College of Graduate Studies is working with the Associate Deans of the Colleges to update the Graduate Catalog with the hope that the work will be completed by mid-summer. Dr. Komuniecki plans to update the GC concerning other COGS issues at the next meeting.

Dr. Anderson hoped budgetary information could be shared at the next meeting. Dr. Dowd asked whether it is known which colleges have had their allocations cut and that GCEC should request that a report be given to Council providing a breakdown of reallocations for each college. Dr. Sawicki responded that Ms. Mary Main is working with Dean Komuniecki to make those allocations. As Dr. Komuniecki reported at the last GC meeting, COGS sustained a \$1.5M decrease in its budget (5%). Some of which will be offset by revenue enhancements. Hopefully, we'll have final budget information will be available by the next meeting.

Dr. Dowd asked if anyone from the GCEC had contacted Lorinda Bishop from Information Technology to follow up on the UT electronic repository for theses and dissertations. Dr. Pocotte responded that the cycle of communication is not yet complete but is in progress.

Standing Committee Reports

Report of the Curriculum Committee

Dr. Lawrence Anderson, Curriculum Committee chair, presented the recommendations of the Graduate Curriculum Committee. Council approved unanimously.

COURSE MODIFICATIONS [Consent Agenda]

HSHS	COUN-7530	Advanced Theories of Counseling Interventions	4	Title, Description
HSHS	COUN-8410	Advanced Practicum in Counseling Interventions	4	Title, Description
ENG	EECS-6340	Advances in Mobile and Satellite Communications	3	Title, Description, Prereq.
ENG	EECS-6350	Design and Analysis of Mobile and Satellite Communication Systems	3	Title, Description, Prereq.
EDU	TSOC-6500	Anthropology and Education	3	Level and Prereq.

NEW COURSES

ENG	EECS-6830	Power Semiconductor Device Engineering	3	/8830	Lecture
ENG	EECS-6840	Compound Semiconductors and Devices	3	/8840	Lecture
ENG	EECS-6860	RF Integrated Circuits	3	/8860	Lecture
ENG	EECS-6870	Advanced Analog Integrated Circuits	3	/8870	Lecture
ENG	EECS-6910	EECS Graduate Seminar	1	/8910	Seminar
ARS	EEES-5770	Advanced Agroecology	3	/4770	Lecture

ARS	PHYS-6640	Semiconductors II	3	/8640	Lecture
ARS	PHYS-6940	Industrial Internship	1 - 6		Intern
EDU	SPED-5240	Disorders and Characteristics of Students with Emotional with Emotional Disturbance	3	/7240	Lecture

PROGRAM MODIFICATIONS

HSHS	MA Clin Mental Health Counseling	Increase Hours
HSHS	MA Counselor Education	Increase Hours
HSHS	Ph.D. Counselor Education	Reduce Required Hours

Organizational Reports

Report of the Graduate Student Association

Mr. Michael Bechill, Vice President of the Graduate Student Association, was pleased to report the GSA's website <http://www.utoledo.edu/graduate/currentstudents/additionalresources/gsa/index.html>, had 3,415 hits from 30 countries, and has increasingly becoming a preferred resource for promoting the GSA's presence on campus. The GSA is currently working on carrying out online elections for officers, with the officers to be announced at the May 4, 2010, Graduate Council meeting. The officers technically begin their terms in the fall but will be involved in GSA activities before then. Social activities will include a picnic during the summer.

Dr. Pocotte thanked Mr. Bechill for the GSA's hard work.

Old Business

None.

New Business

None.

Adjournment

There being no further business the Council adjourned at 1:59 p.m.