

**Graduate Council Minutes  
September 22, 2009**

Present: Jamie Barlowe, Barbaranne Benjamin, Karen Bjorkman, Frank Calzonetti, Wendy Cochrane, Michael Dowd, Brian Fink, Hans Gottgens, Mohamed Hefzy, Wayne Hoss, Patricia Komuniecki, Richard Komuniecki, Anand Kunnathur, Joel Lipman, Sakui Malakpa, Joseph Margiotta, Geoffrey Martin, Sheryl Milz, Gary Moore, Azadeh Parvin, Kelly Phillips, Nick Piazza, Susan Pocotte, Thihil Ponnian, Benjamin Pryor, Ram Rachamadugu, Patricia Relue, Randall Ruch, Dorothea Sawicki, Barbara Schneider, Dianne Smolen, Robert Sullivan, Mark Templin, Hermann Von Grafenstein, Frederick Williams

Absent: Lee Ellis, Amy Thompson

Excused: Lawrence Anderson, Dwayne Demedio, Amira Gohara, Scott Heckathorn, Ruth Hottell, Dong-Shik Kim, Krishna Shenai

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

The Minutes of the February 3, 2009, April 7, 2009, and September 8, 2009, meetings 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**

Dr. Pocotte reported the Graduate Council Executive Committee (GCEC) met on September 15<sup>th</sup>. She expects they will soon meet with both provosts regarding the harmonized Constitution of the Graduate Faculty and the Bylaws of the Graduate Council. This is in response to their request. They are reviewing the documents so that they can meet with President Jacobs who will in turn communicate with the BOT for ultimate approval. The Constitution was approved by Graduate Faculty on the Main Campus in May 2007 and Graduate Council on the Health Science Campus in April 2007.

Dr. Pocotte stated the GCEC has ideas for guest speakers. In addition, she distributed a copy of the form *Submission of Issues for Consideration by the Graduate Council*, which was modeled after the similar form used by the Faculty Senate. It will be posted on the Graduate Council website for submission of issues. The GCEC would like to hear from graduate faculty and asks them to submit anything they would like discussed, developed, reported, etc., by the GCEC, the Graduate Council or its committees. Issues/suggestions can be turned in or e-mailed to Dr. Pocotte or Ms. Terri Hayes.

Dr. Pocotte represented the Graduate Council at a quarterly Senior Leadership meeting conducted by President Jacobs on September 21, 2009. A portion of that day was devoted to the Directions document, the strategic plan for UT. In light of changes at the University, the document is being looked at for recalibration. The purpose was to consider multiple topics that could inform strategic planning. There were guest presentations on the Future of Higher Education in today's rapidly changing environment, Waste Free in Higher Education, Blended Teaching Learning module demos, UT Innovation Enterprises, Research and the UT strategic plan (Directions). UT Innovation Enterprises' presentation on what education would look like in the year 2015 was particularly interesting. The group agreed that the Directions document should be reviewed and perhaps "recalibrated" to align with the changing landscape of Higher Education in the State, US, and World. A process was established. A small group will begin the process and expand to include various stakeholders. The President asked that people interested in this ongoing process communicate with him. Section Two of the Directions document is specific to the graduate function, an entire section to address graduate education and

programs. The GCEC is interested in Graduate Council participation in an appropriate step of the process. Dr. Pocotte asked Council if it wishes to be involved in the process. She would then contact Dr. Jacobs and express that desire so that as the process unfolds Graduate Council can be part of the evaluation and recalibration. Dr. Pocotte asked for a show of hands endorsing this action. A formal motion will not be presented at this time. The majority of Graduate Council members present indicated their endorsement.

Council moved to Agenda Item (F), Old Business

### ***Old Business***

#### Election of Graduate Council College of Medicine Representative to Research Council

Given the time limit of the Council meetings, Dr. Pocotte asked Council to move to agenda item (F) to make sure elections occurred for the vacant position of a College of Medicine representative to Research Council.

Nominated: Drs. Marthe Howard and Randall Ruch. Marthe Howard was elected by ballot.

Dr. Calzonetti explained the Research Council is a body of research active faculty that represent the entire campus and spends a significant amount of time on review of URAF programs and proposals, research centers and institutes and research policies.

#### ***Continued - 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 Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies

Dr. Komuniecki stated since her report at the first Council meeting was rather lengthy, she will keep this report brief. She reminded Council the annual meeting of the Graduate Faculty will be in two weeks, Wednesday, October 7<sup>th</sup> from 4:00 – 5:00 p.m. in Student Union 2582. She welcomed new members to Council, Drs. Robert Sullivan, Lee Ellis and Joel Lipman.

### **Updates for Fall Semester 2009**

- **Fall 2009 Enrollment** - Graduate Headcount is up 3.9% and the final graduate FTE (with the corrected COM figures) is up 5% overall (double digit increases in Business, Engineering and Nursing).
- **GOAP Fellowship Funding** - There will be 6 new GOAP recipients this year (doubling the current number); awards made to students in master's programs in Business (2), Social Work, Criminal Justice, Liberal Studies and one PhD student in Higher Education. Thanks to the GOAP Committee for their hard work.
- **Professional Development-Fall 2009** - The flyer for the workshops is now available on the COGS website and will include two sessions this fall to be held in Student Union Room 2582:
  - October 22<sup>nd</sup>, 12:00 -1:30 p.m., **Career Exploration and Self-Assessment**
  - November 5th, 4:00 -5:00 p.m., Career Planning for Masters Students
  - Two more in spring 2010 one for international students and one for doctoral students
- **Faculty Fellow** - The call for applications and nominations will be out this week for a half-time faculty fellow position in the College of Graduate Studies, Main Campus. The faculty fellow will be tenure-track Associate or Full Professor from a Main Campus graduate program. The announcement will be sent to Graduate Faculty and posted on the COGS website. Please encourage your colleagues to apply.

- **Important Deadlines for Current Graduate Students** – Graduate students expecting to graduate in December 2009:
  - Application for graduation- deadline was last Friday, September 18<sup>th</sup>, however, COGS will still accept applications this week
  - Deadlines for theses and dissertations- December 4, 2009
- **Change at OBOR** - The position of Vice Chancellor is currently vacant, and there is a process underway to identify a replacement for Dr. Barbara Gelman-Danley. They hope to make that appointment known soon.

Lastly, the recommendation from the Provosts regarding H1N1 virus requests that faculty be reasonable and flexible with students regarding any missed academic work or teaching/research commitments.

### *Information and Discussion Items*

#### URAF Funding Opportunities and Update on the Ohio Third Frontier Project

##### URAF Funding Opportunities

Dr. Frank Calzonetti distributed the brochure 2009-2010 University Research Awards and Fellowship Programs and described the support provided in of each of the following programs and announced their deadlines.

- Summer Research Award and Fellowships Program – January 19, 2010
- deArce Memorial Endowment Fund in Support of Medical Research and Development – January 19, 2010
- Interdisciplinary Research Initiation Awards – January 11, 2010
- Phase 0 SBIR/STTR Program – proposals accepted any time
- Proposal Preparation Mini-Grants Program – proposals accepted any time
- Visiting Faculty Researcher Program – January 19, 2010
- Archaeological Research Endowment Fund – January 19, 2010
- Publications Subvention Program Request – proposals accepted any time

Dr. Calzonetti stressed the important need that Summer Research Awards proposals are written for reviewers who are not experts in the field. Ms. Elsa Nadler, Director of Grants Development, noted that submissions for the Summer Research Awards were down and she would like to see that increase, particularly in the arts and humanities.

Dr. Margiotta asked why the College of Medicine is not eligible for the deArce support. Dr. Calzonetti explained that it is funded from research incentive money separated by each campus. The funds at the HSC support different programs.

##### Ohio Third Frontier Project

Dr. Calzonetti reported the State of Ohio has good programs to invest in. The project started in 2002 with a \$1.6 billion investment over ten years, is due to expire in two years. The program is very competitive and invests in the university-system to support technology jobs. They have a suite of projects. We have had \$41 million dollars come back to this campus. Evaluation of the program was completed by a panel from four areas: venture, technology development, research community and economic development community. There is excitement and support for technology around technology clusters that highlight areas where there is job creation. We will seek renewal. Dr. Lloyd Jacobs and Dr. Tom Brady are on this advisory committee.

Dr. Calzonetti announced there is an RFP for Wright proposals due December 8<sup>th</sup> with funding of \$1 – \$3 million dollars which must have commercial outcomes in three years. Some projects are reviewed by the National Academy. The State also considers cost sharing in the evaluation of proposals.

Ms. Nadler stated that the UT Discovers annual report produces highlights of research and schools that are breaking new ground and are of importance to their fields. It is important for the arts and humanities. She asked Council to share this announcement with faculty so they may send her a 250-300 description of their work noting the focus is on the outcome of the project.

#### Style and Formatting Standards for Dissertations and Theses Committees

Dr. Michael Dowd reported the formatting of the Style and Formatting Handbook Standards for Dissertations is complete and suggested a beta version of the draft document be made available to students so they have ample time to become familiar with the required formatting. He noted the formatting within the handbook is independent of programs of software programs.

Dr. Komuniecki added that she anticipates that UT will soon require submission of theses and dissertations in electronic format only. She noted the HSC implemented this procedure a couple of years ago. In addition, UT no longer has library staff to catalog and archive paper copies. She suggested that Dean Gaboury and some of his staff members of UT Libraries be invited to attend the next Graduate Council meeting to address this topic. Dr. Dowd added the binding cost for a dissertation or thesis is only \$12 and that cost could be transferred from the library to the students. He will send the beta version of the handbook to Dr. Komuniecki. Dr. Piazza requested a link to the document be made available and Dr. Komuniecki replied she provide that information to the associate deans when she meets with them this Friday.

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

Dr. Pocotte reported the standing committees have chairs and will be fully populated shortly. The GCEC will work with Dr. Komuniecki to activate and populate the Graduate Program Review Committee as program review is nearing. Committee Chairs are:

<u>Standing Committees</u>	<u>Chairperson</u>
Academic Standing	Dr. Michael Dowd
Curriculum	Dr. Lawrence Anderson
Fellowships and Scholarships	Dr. Patricia Komuniecki
Graduate Student Affairs	Dr. Mark Templin
Membership	Dr. Mohamed Hefzy
Graduate Program Review	Pending

#### ***Organizational Reports***

##### **Report of the Graduate Student Association**

Mr. Thihal Ponnaiyan, President of the Graduate Student Association (GSA), reported they have received their draft budget which includes an additional \$10,000. He expressed appreciation to the Dr. Patricia Komuniecki, Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies for her support in identifying this funding.

Mr. Ponnaiyan provided a recap of the GSA's first general assembly meeting this year on September 16, 2009, stating the GSA actively supports: Sigma Xi, GSA Symposium, and the Graduate Professional Development Opportunities programs. The organizational structure of the GSA is being revamped in an effort to include graduate student representation from all departments with at least one student from each area, similar to the structure of the Graduate Council.

They would like to initiate a process to nominate one student representative from each area. Mr. Ponnaiyan noted the full GSA meets once per month, typically on the third Wednesday and they currently have more representatives from the HSC than MC. Volunteers were sought to populate the four subcommittees of the GSA and each is now fully seated: Professional Development, Travel Reimbursement, GSA Public Relations, and Social Events. Concerns were raised over adequate parking on the HSC with the College of Pharmacy moving there next year.

Lastly, the GSA is looking forward to support from the revamped Graduate Student Affairs Committee of the Graduate Council, formerly named the Activities Committee.

***New Business***

None.

***Adjournment***

There being no further business the Council adjourned at 2:00 p.m.