

**Graduate Council Minutes
September 4, 2018
Main Campus, Student Union 2582**

Present: Wissam Aboualawi, Brian Ashburner, Sahar Atshan, Tomer Avidor-Reiss, Frank Calzonetti, Ben Davis, Christine Fitzgerald, Rodney Gabel, Bashar Gammoh, Daniel Georgiev, Cyndee Gruden, Hassan Hassab-Elnaby, Jason Huntley, Edward Janak, Sara Lundquist, Jyl Matson, Marcia McInerney, Daryl Moorhead, Nagalakshimi Nadiminty, Alisa Nammavong (GSA), Douglas Nims, Lori Pakulski, Penny Poplin Gosetti, Geoffrey Rapp, Patricia Relue, Jennifer Reynolds, Constance Schall, Barry Scheuermann, Beth Schlemper, Rebecca Schneider, Martha Sexton, Ozcan Sezer, Zahoor Shah, Lirim Shemshedini, Susan Sochacki, Megan Stewart, Jerry Van Hoy, Kandace Williams.

Absent: Terry Bigioni, Patricia Case, Michael Dowd, Jason Stumbo.

Excused: Nikolai Modyanov, James Willey.

Guests: President Sharon Gaber, Provost Andrew Hsu, Denise Ritter Bernadini, Quatez Scott (COGS Graduate Dean's Fellow).

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called. Approval of Minutes and Executive Reports were moved in agenda order to accommodate guests.

Information and Discussion Items

President's Office Update

President Sharon Gaber thanked Council for inviting her to the first Graduate Council meeting of 2018-2019. She abbreviated the discussion she had with Faculty Senate a week prior.

- Enrollment
Enrollment is a primary focus with September 11th the official census day. To date, enrollment is down. We don't want to lose students. Graduate Council has to think and work collectively with the leadership to increase enrollment. Direct from high school students enrollment is up and new graduate student enrollment is slightly down. Ph.D. students seem to be up and master's down. What does that look like and how do we strengthen that? Attention to the fiscal implications of enrollment coupled with academics requires careful balance. There are professional degrees where students pay tuition and there are programs where they receive assistantships.
- Fundraising Campaign
The University is starting a comprehensive fundraising campaign and is currently organizing a steering committee and theme. The overall goal will be \$250 million, significantly more than the last comprehensive campaign goal of \$110 million. UT is a 150-year-old comprehensive university with a Health Science Campus that includes a Colleges of Medicine and Life Sciences, Pharmacy and Pharmaceutical Sciences and Nursing. We also have a College of Law.

We are probably behind some other institutions in terms of fundraising. President Gaber's previous institution had a \$1 billion campaign. Campaigns are not announced publicly until institutions are at the halfway mark in funding. This means success is needed along the way. Deans have been asked to identify priority areas. There is a need to support faculty endowed professorships as well as capital needs such as equipment, labs, facilities, and research areas. Deans were also asked to think about cross-disciplinary needs. Water quality is of major interest to this region. People are interested in leading edge topics and science. Our scientists have great ideas. They should convey their research to lay persons so they can get excited. For example, the story of the effects of blue light on cell phones was publicly accessible. What about cell architecture? How does that translate to the lay person so they know why they want to invest with UT? Part of the challenge is making the public understand value of research and knowledge.

- Branding Study

The University is in the midst of a branding study that started last spring to identifying and message who and what UT is. Although we may have different opinions, we need a consistent message stating who and what we are. Focus groups were comprised of a wide range of constituents for their input. The company we are using is the same one that did the campaign for Michigan State University in the Delta terminal at the airport. UT had previously been leading its ads as the most affordable, which is not the way to lead that conversation. We don't want to do that.

We continue to work on quality and outcomes of the education of your programs. That is our message. Students may not be able to afford to go somewhere else, but they still want a quality education. We are one of the few comprehensive institutions in the State. We have to think how to get undergraduates to want to do their masters, Ph.D. and J.D. work here. It is the first pool you go to. You will hear more about this. In terms of branding, think of the "M" from The University of Michigan. They rarely decorate their message with other adornments.

- Lime Scooters

At Faculty Senate, some expressed concern that scooters might harm student wellness. The University has 125 scooters. Many urban hub universities have these. They are fun and available at a reasonable price, \$1 dollar to unlock and 15 cents each minute. We are viewing patterns of usage to determine its usefulness or burden. Some cities feel burdened by them.

President Gaber will take questions after Provost Hsu speaks.

Provost Office Update

Provost Andrew Hsu stated he will speak on graduate priorities for graduate education based on the request of Graduate Council Chair, Dr. Jerry Van Hoy.

- COGS and Pharmacy Deans

The Provost sent a university-wide email last week announcing that Dr. Amanda Bryant-Friedrich had been appointed Interim Dean of the College of Pharmacy and Pharmaceutical Sciences effective September 1st. Dr. Cyndee Gruden was appointed as Interim Vice Provost for Graduate Affairs and Interim Dean of the College of Graduate Studies, effective September 1st.

Last year, this body suggested that COGS be a part of the Provost's office and reporting structure effective July 1st, thus, Dr. Bryant-Friedrich's title was changed from Dean of the College of Graduate Studies to Vice Provost for Graduate Affairs and Dean of the College of Graduate Studies. A search will occur for a permanent Dean of the College of Pharmacy and Pharmaceutical Sciences. Dr. Linda Lewandowski will chair the search committee.

- Other Personnel Changes in the Provost's Office

Recent retirements at the end of June 2018 of Peg Traband, Connie Shriner and Steve Leblanc left a void. Between them, they had 99 years of service. We have three new staff: Dr. Denise Bartell, Associate Vice Provost for Student Success, who came to us from the University of Wisconsin Green Bay, Dr. Barbara Schneider, Associate Vice Provost for Faculty Development, who is working with faculty on student success and Dr. Amy Thompson, who is the new Interim Associate Vice Provost for Faculty Affairs. An updated org. chart is on the Provost's website. There was realignment of functions based on the priorities of the University's strategic plan.

A primary focus for the coming year will continue to be student and faculty success:

- Student Success

The undergraduate level saw a lot of progress with first year retention increased by 1.3% and the six year graduation rate increased by 5.7% from 41.9% to 47.6%. We also decreased DFW rates in 75% of courses with highest DFW rates during the 2017-18 academic year.

- Undergraduate students are encouraged to take 15 credit hours per semester in order to graduate on time. We are working on a list of cohorts who entered five years ago.

- Faculty Success

We have a series of workshops organized not only for new faculty but those ready to move up from associate to full professor. Additionally, there are workshops for chairs and deans to become more effective administrators. Last year, 26 faculty were promoted from associate to full professor. The prior three-year average was 15-16 promotions. The current leadership seeks to improve the amount of grant funding and the number of citations in high impact journals. In terms of graduate priorities, the Provost has an annual list of goals for the Provost's Office and Dr. Bryant-Friedrich and Dr. Gruden are included in the setting and regular review of these goals.

- Graduate Education

Enrollment is a priority. In fact, we are holding deans responsible for enrollment of their colleges. They are considering hiring enrollment management staff to help. The Provost will talk to Dr. Cyndee Gruden about a staff member in COGS to assist. Other initiatives and progress are sought in these areas:

- Workshops for the professional development for graduate faculty.
- Software to track graduate student progress.
- Development of pathways from undergraduate to graduate education.
- Opportunities for graduate student research.
- Discussed reallocation of tuition waivers and stipends.

- Strategic Plan

The Strategic Plan is intentionally discussed on a regular basis. In particular, one weekly staff meeting per month in the Office of the Provost is dedicated to these initiatives.

One of the Strategic Plan goals is faculty and staff work satisfaction. A social event previously held on campus that our faculty told me they very much liked, Friday Fun, is now called the Faculty and Staff Social, to be held once a month from 4:30 -6:30 pm in Libbey Hall. The Provost's Office is hosting these socials and all are encouraged to come. Cash bar opens at 5:00 pm.

The Provost thanked Council for inviting him and stated that he looks forward to working with the Graduate Council to achieve these goals.

Discussion / Question & Answer Session

Dr. Kandace Williams inquired about the location(s) of Lime scooters after usage.

President Gaber responded that a Lime app indicates the location of the scooters on campus. A single charge has a limited distance ~20 miles. If they catch on, the scooters will be expanded to the HSC. At the end of the evening, people hired by Lime locate the scooters, charge them and have them on campus in the morning. This equates to jobs for students.

Provost Hsu brought up the topic of student health insurance. He stated that several students have communicated that the plans have changed, premiums increased and doctors have changed. He is working with graduate students on student health insurance in the hope that UT can offer less expensive.

President Gaber likened the situation to that of the university employee health insurance in that the cost depends on the pool and it is bid out every couple of years.

Dr. Kandace Williams stated that 90% of biomedical students at area campuses receive some type of student insurance assistance.

President Gaber reiterated that faculty can support this by writing into their grants. It would be a start.

Dr. Kandace Williams stated that teaching assistants are never on faculty grants. She stated that UT employee health insurance is great, and inclusion of graduate students would seemingly help the pool.

President Gaber said she would check into how other universities support their students.

Dean Bryant-Friedrich pointed out that this is an objective in the Strategic Plan. The Graduate Student Association has frequently identified this as a concern for graduate students. They are on board to help research the options.

President Gaber noted there was a change with the health insurance exchange and this is an issue we ought to be talking about.

Provost Hsu added that COGS will certainly look at peer institutions practices.

President Gaber emphasized that there are limited resources and the message from colleges is that they need faculty, et cetera.

Dr. Kandace Williams expressed concern over getting 3rd tier students in part due to high insurance costs and no support from the university in covering costs.

Dr. Tomer Avidor-Reiss pointed out that general fees and miscellaneous fees are also not included in a graduate assistantship.

Dean Bryant-Friedrich expressed the need for more research funds to complement our strong quality programs so that students will not have to choose another school over UT. Our fees are not out of line with other programs, noting there was 2% increase in tuition for graduate students and first-year freshman are in the tuition guarantee model.

Provost Hsu responded that faculty could help students pay fees through grants.

Dr. Ben Davis mentioned that sports programs at MSU and OSU have had scandals and we have not. Part of our strength is not having those issues or reputation at UT.

President Gaber noted that athletics pays attention to academics. We have MAC championships in athletics as well as academic success. Athletics and academics mutually support one another.

She has discussions with UT'S athletic director regarding mechanisms in place so these unfortunate situations do not occur here. If we have a bad actor, we won't be covering it over.

Dr. Jason Huntley expressed concern over the public's perceived lack of identification and awareness of UT's logos. For example, 'UT' is the logo used for University of Texas and the University of Tennessee. People do not know what UTMC is. And lastly, what about getting rid of referring to it as MCO?

President Gaber replied that Toledo has been added to the University of Toledo to the UT shield. An overhaul of logos is not likely to occur in the short term due to the expense involved. The Toledo Blade is obligated to reference UTMC as the former MCO by their publisher.

Dr. Kandace Williams added that some MD alumni from MCO are reluctant to give donations to UT. She suggested 'MCO at UT' as a possible logo.

President Gaber stated that many people from MCO have given donations to further build and support UTMC. She would happy to talk to and engage those folks if names are provided.

Dr. Jennifer Reynolds inquired about the development of undergraduate to graduate pipeline programs.

Dean Cyndee Gruden responded that she can assist programs and there is a template available for this process.

Dean Bryant-Friedrich add that there are some associated metrics.

President Gaber welcomed additional thoughts and suggestions by email. She expressed appreciation for Council feedback. She stated that in moving forward toward progress and implementation of the Strategic Plan, faculty are in the front line of making that happen. She thanked Council and wished everyone a great year.

Approval of Minutes

Minutes approved April 3, 2018 and April 17, 2018 were approved.

Executive Reports

Report of the Executive Committee of the Graduate Council

On behalf of Graduate Council, Chair, Dr. Jerry Van Hoy reported:

- *Policies*

- Research Misconduct Policy

- Comments received from the Academic Programs and Regulations Committee were forwarded to Research Council in May 2018. This policy has been posted for comment.

- Academic Grievance Policy

- Comments were received from the Academic Standing Committee (ASC) in May 2018. The policy was revised based on Academic Standing Committee and the Graduate Council Executive Committee (GCEC) input and is now being reviewed by the ASC again.

- Graduate Student Enrollment Status

- The Provost's office requested adding a sentence to the policy stating that students must be enrolled in a course to receive credit on the transcript. GCEC discussed and approved the addition. This policy has been posted for comment.

- *Curriculum and Membership Committee Schedules*

- Schedules are posted on GC website <http://www.utoledo.edu/graduate/facultystaff/gradcouncil/>. GCEC has asked both committees to make their reports available one week prior to GC meetings to give representatives more time to review the reports before GC meetings.

Please note that UT is switching to a new curriculum tracking system this AY. Please keep copies of anything you submit in the current system to avoid losing submissions when the new system come online in January 2019.

- *Summer Curriculum Update*

- No curriculum was brought to the GCEC by the Curriculum Committee. No action on curriculum was taken by the GCEC.

In Spring 2018, GC passed SOC 5530 and ANTH 5530 but the Department of Educational Foundations and Leadership (Research and Measurement) in the College of Education thought these courses may be too similar to one of their courses.

GC did not approve the course in the curriculum tracking system pending an agreement by the Department of Sociology and Anthropology with the Department of Educational Foundations and Leadership (Research and Measurement). That agreement was confirmed on August 22, so those courses have been allowed to move forward.

○ *Appointments to Research Council*

Since Dr. Song- Tao Liu is on sabbatical, GCEC recommended Dr. Tomer Avidor-Reiss of the College of Natural Sciences and Mathematics as his replacement.

Dr. Bashar Gammoh of the College of Business and Innovation and Dr. Dan Hammel of the College Arts and Letters were recommended for three-year terms.

○ *Monthly Meetings with Provost Hsu*

Beginning in June 2018, the GCEC was granted monthly meetings with Provost Hsu. These meetings allow the GCEC to bring issues of concern to the Provost for discussion and allows the Provost to have a regular, open channel of communication with GCEC. These discussions have been productive. Here are some of the issues we have discussed with the Provost.

1. Winter Intersession

These courses are intended to make money for the University. Please do not propose a graduate course unless students will pay out-of-pocket.

2. Maternity/Paternity policy for graduate student GAs

At the moment, there is no consistent policy for how graduate student employees are treated during pregnancy or after a birth.

3. Agenda items for future GC meetings

Provost Hsu has asked GCEC to discuss several topics related to implementing the new university strategic plan. These include how graduate programs contribute to the university budget, the funding of graduate education, increasing graduate student enrollment, student success and the role of COGS in research and creative activities.

○ *ASC thanks Terri Hayes-Lepiarz*

The Academic Standing Committee had a busy summer dealing with graduate student grievances. Ms. Hayes offers an immense amount of support to the ASC. She collects needed documents, schedules meetings and tries to keep the grievance on the tight schedule the Academic Grievance Policy demands. Thus, Dr. Mike Dowd, the outgoing chair of the ASC, asks that GC recognize the heroic effort she has given for graduate students this summer.

Report of the Graduate Student Association

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

Summary of the Summer Activities

- Website updated with information about the General Assembly meeting schedule, travel reimbursement processes and eligibilities, and other useful information.
 - Please direct your departments and students to read through ALL the information to receive travel reimbursements.
 - We make no exceptions!
 - Travel reimbursement policies have not changed but are aesthetically different to match branding and format of website.
- GSA to meet Office of Student Involvement and Leadership to update GSA Constitution to include requirements and relevant university policies.
 - Redefining scholarly activity to match the Strategic Plan and offer students more opportunities to use travel requests for their professional development and research.
 - Tentative completion date is spring semester.
- Graduate Student Concerns
Running list currently includes health insurance as focus, parking, redefining active membership to increase student involvement and inspiring the next GSA leaders, outreach to HSC through office space.
 - First Meeting: Panel of resources to openly provide discussion about the health insurance concern.
 - We have invited Ms. Bonnie Murphy, Associate Vice President for Auxiliary Administration, Mr. Dan Boyle, Coordinator of Student Advocacy, and Dr. Sammy Spann, Associate Vice President and Dean of Students.
 - Plan to have community forums to provide space for open discussion throughout academic year on both campuses, ideally two per academic semester.
- Need for active, involved activity to discuss plagiarism and academic dishonesty.
- GSA Representative Application from August 20 - September 4, 2018.
Student applicants will be notified by September 10th
Need Reps from College of Business and Innovation, College of Pharmacy and Pharmaceutical Sciences, and Judith Herb College of Education.
- Thank you to all the programs and colleges that included the GSA in their welcoming events and orientations.
- General Assembly Meeting
 - September 19 on Health Science Campus, Health Education Building 105, 6:00 -8:00 pm.
 - October 16 on Main Campus, Student Union, Ingman Room, 6:00 -8:00 pm.

- GSA providing food as a welcome to our new graduate students and GSA members
 - Invite your students and look out for further correspondence from the Executive Board to send out invitations to students.
 - Asking for an RSVP to give us idea of numbers
- 10th Annual Midwest Graduate Research Symposium
 - Seeking active, dynamic speaker for the 10th Annual MGRS
 - Send suggestions to GSA.

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

Dr. Cyndee Gruden gave a brief report owing to the full agenda. She expressed her appreciation to the Graduate Council Committees that worked over the summer (Curriculum, Membership and Academic Standing).

COGS sponsored Teaching Assistant Training at the beginning of the semester along with an in-person welcome information session for new graduate students on the Health Science Campus.

Responsible Conduct in Research student training will occur in October. This initial training is provided on a limited scale for students in the Colleges of Engineering, Natural Sciences and Mathematics and Pharmacy.

Standing Committee Reports

Report of the Curriculum Committee

None.

Report of the Membership Committee

None.

Old Business

None.

New Business

None.

Adjournment

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