

Graduate Council Minutes
January 24, 2012
12:30 – 2:00 p.m.
Main Campus, Student Union, Room 2582

Present: Brian Ashburner, Michael Bechill (GSA), Barbaranne Benjamin, James Benjamin, Timothy Brakel, Amanda Bryant-Friedrich, Michael Dowd, Brian Fink, Timothy Fisher, David Giovannucci, Hassan HassabElnaby, Mohamed Hefzy, Wayne Hoss, Ruth Hottell, Bina Joe, Junghwan Kim, Jon Kirchhoff, Patricia Komuniecki, Sara Lundquist, Joseph Margiotta, Sheryl Milz, Holly Monsos, Timothy Mueser, Surya Nauli, Douglas Nims, Patricia Relue, Linda Rouillard, Dorothea Sawicki, Constance Schall, Barbara Schneider, Snejana Slantcheva-Durst, Dianne Smolen, William Taylor, Mark Templin, Gerard Thompson, James Trempe

Excused: Amira Gohara, Kay Grothaus, Susan Pocotte, Dianne Smolen

Absent: Frank Pizza, Randall Ruch

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called.

Executive Reports

Report of the Executive Committee of the Graduate Council

On behalf of the Executive Committee of the Graduate Council, Dr. Brian Fink reported that at the committee meeting of January 17th, they discussed briefly the conflict of interest issue that Dr. Trempe will be presenting at today's meeting. The GCEC invited Dr. Karen Bjorkman, Dean of the College of Natural Sciences and Mathematics to talk about her college and opportunities available for graduate students. The GCEC plans to invite deans to future meetings to provide similar content. Dr. Sawicki was asked about Student Health Insurance and she will get back to both the Executive Committee and Graduate Council with additional details including the current draft of the contract. The Bylaws and Constitution Committee will meet Thursday, January 26th at 2:00 p.m. in University Hall 3300 to start the discussion of revising those documents. Dr. Fink asked Council whether there were any issues it would like to bring for discussion.

Report of the Graduate Student Association

Mr. Michael Bechill, President of the Graduate Student Association (GSA), reported that the recent General Assembly Meeting of January 17th was attended by 39 graduate students. Dean Komuniecki was invited to address the assembly. She gave an overview of COGS and discussed that additional funding will be available to merit new graduate students this year. She also discussed the health insurance issue and how the new COGS fees will be used to support graduate students, as well as the development of the University's strategic plan that is available on the UT homepage.

Mr. Michael Bechill was interviewed for a video on the upcoming HLC site visit in February. The GSA is partnering with the SBA for a charity 5K walk/run to benefit the Family House. The event will take place on March 31, 2012, one week after the symposium. There was discussion of graduate student representation on the University's best practices subcommittee organized to study the creation of a university senate. There is a combined GSA, SGA and Medical Council meeting today. Lastly, Mr. Bechill reported that travel funds are still available.

Midwest Graduate Research Symposium Update:

- No judges registered yet.
- The PayPal link is working so donations can be easily made.
- An I-Pad2 is the door prize!
- Met with BGSU student senate. They are interested in involvement in symposium.

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

Dean Komuniecki thanked the GSA for inviting her to their meeting. She remarked that both Mr. Michael Bechill and Mr. Joshua Waldman have been outstanding leaders for the GSA. She encouraged Graduate Council and Graduate Faculty to register as judges for the symposium as the students need the support of the Graduate Faculty. Last year, unfortunately 11 of the 39 registered judges did not actually come on the day of the symposium. It promises to be a great day. And last year, the President and Provost stopped by and were impressed to see the response.

Dean Komuniecki provided the following updates:

Higher Learning Commission (HLC) Update

The HLC self-study was completed last December and sent out to the HLC. As part of that self-study and the program review process it was discovered that some current graduate programs may not have completed all the necessary paperwork to shift 50% or more of an approved graduate program delivery to either an online, off-site, or international delivery. Accordingly, COGS is working with the academic college Associate Deans to identify such programs so that the appropriate HLC and RACGS paperwork can be completed and submitted to our accrediting body and the Ohio Board of Regents to be in compliance with regulations.

Enrollment Updates

As of last week, graduate enrollments appear to be down from spring 2011 with an overall 3.16% decrease in headcount and a 1.55% decrease in FTE. On the positive side of the equation, as of last Friday, the number of fall 2012 applications continues to be higher when compared to this time last spring. We are now at 2,262, which is about 160 ahead of this time last year. Dean Komuniecki said she remains optimistic for healthy fall 2012 enrollments.

Budget Discovery Meeting

On Friday, January 13th, Dean Komuniecki had the opportunity to make a presentation to the CFO, Provost and Chancellor as part of the budget discovery phase of the FY13 Budget. During that meeting she presented:

- a college overview
- a 5-year review of the COGS budget allocations to the academic colleges
- some of the student centered innovations since 2009, and
- outlined several new possible revenue streams.

Call for Graduate Faculty Participation

The Midwest Graduate Student Research Symposium is slated for Saturday, March 24th. Dean Komuniecki encouraged all graduate faculty to participate, not only by having their students present, but also to serve as judges for the oral and poster presentations. Under the leadership of the GSA, this symposium has grown from 30 students in 2009 to 175 presenters from 11 universities last spring with 250 participants! The GSA is expecting to about 200 presenters this year, and they need your support as judges. Please register on the GSA symposium website as soon as possible so that we can be sure that this year's symposiums will be a great success.

Announcements

o Annual Graduate Faculty Meeting

Dean Komuniecki extended a personal invitation to all graduate faculty, including Graduate Council members, to attend her third Annual Address to the Graduate Faculty, slated for next week on Thursday, February 2, 2012 from 12:30-1:30 p.m. in Student Union Room 2592. This year's address will include the annual report as well as perspectives on national trends in graduate education. She hoped that that all of Graduate Council could attend as well as assist in getting the word out. We expect members of senior leadership and the BOT to join us, and this will be a great time to show support for graduate education at UT. There will be refreshments.

Information and Discussion Items

Introduction to the Dean of the College of Natural Sciences and Mathematics

Dean Karen Bjorkman thanked Council for inviting her to speak about her college (NSM) which is now a little over one year old. There are five departments; Biological Sciences, Chemistry, Environmental Sciences, Mathematics and Statistics, and Physics and Astronomy. NSM has a vested interest in both undergraduate and graduate education. There is a great deal of both research and graduate education conducted within the college. NSM is a full participant in community engagement and outreach. It includes research centers and institutes, including the Lake Erie Center, Stranahan Arboretum, Plant Science Research Center, Instrumentation Center, and the Ritter Astrophysical Research Center (Observatory). The college attracted over \$12.8M in research funding in FY 11. There are over 300 graduate students distributed across all the departments. There is capacity for growth in the graduate programs. NSM has a goal to increase graduate enrollment, primarily through the planned development of additional Professional Science Masters degrees, as well as expansion of non-thesis Masters options. The NSM Council has been working on these issues to ensure that degree programs are up-to-date and strongly competitive. NSM has a good potential for growth, with ties to many initiatives in research, as well as several designated schools, including the School for Solar and Advanced Renewable Energy (SSARE) and the new School for Green Chemistry and Engineering (SGCE). Additional schools are under development. NSM is also working toward enhancing inter-disciplinary programs. For example, the SGCE is a cooperative venture with the College of Engineering and the College of Business and Innovation. SGCE will eventually have a PSM associated with it. NSM wants to strategically hire new faculty and leverage connections with businesses and industry to generate more support for students to be involved in research efforts, internships, and co-ops early on in their graduate careers. Other collaborations are underway as well, for example, to work with the College of Visual and Performing Arts for art/science collaborations to teach how to present visually, and with the College of Innovative Learning.

During the first year as a college, Dean Bjorkman and Associate Dean Brian Ashburner met with NSM students in each department to hear their feedback, questions, and concerns. For Graduate Council's information, Dean Bjorkman relayed some of their comments. Graduate students were concerned with low stipends and increasing fees eating away at their stipends. This issue came up in every single department. Several commented that they didn't know fees were due at the time of registration. The cost of student health insurance remained a concern in terms of cost and quality. Graduate assistants questioned whether they should be categorized as staff or students. Dean Bjorkman would like increased development funds for graduate students to attend and participate in conferences and will look to increase support for this at the college level if possible. We are assisting graduate students to be aware of the professional development opportunities available to them on the College of Graduate Studies (COGS) website. COGS sponsors several informative sessions, teaching workshops, and teaching assistants would like grant writing workshops.

NSM international initiatives include the IAPP Brazil effort that seeks to develop student and faculty exchange programs at the undergraduate and graduate levels. Many faculty members have already established international collaborations.

Dr. Trempe noted that there is a grant writing course on HSC directed by Dr. Bina Joe. Additional sessions can be offered as needed. Dr. Trempe suggested that Dr. Bina Joe could discuss further.

Chair Dowd said Council would like to bring Dr. Jamie Barlowe, Interim Dean of the College of Languages, Literature and Social Sciences to the next meeting. Then expand to invite other deans as well.

Standing Committee Reports

Report of the Curriculum Committee

Dr. Patricia Relue, Curriculum Committee Chair, presented the recommendations of the Graduate Council Curriculum Committee. Council approved unanimously.

NEW COURSES

LS	Master of Liberal Studies	Master of Liberal Studies Project	MLS-6970	Creative or applied capstone project supervised by a faculty advisor and committee. The MLS project allows a project to be distinguished from a thesis in the MLS degree program.
MD	BPG Program	Thesis in Bioinformatics	BIPG-699	Thesis research hours for MS BPG program. This course will allow students to register for track-specific thesis research instead of the generic INDI course number; consistent with other MSBS programs.

PROGRAM REVISIONS

PH	Pharmacology	MS in Pharmaceutical Science - Pharmacology/toxicology option		Changes to the core and elective curriculum for the program with an increase in total credit hours for the program from 30 credit hours to 42 credit hours. Original course curriculum (30 hrs) was 23 -25 hr required; 0-1 hr elective; and 6 hr thesis research. Proposed curriculum (42 hrs) is 21-22 hrs required coursework; 14-15 hrs of elective coursework; and 6 hrs thesis research.
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Conflict of Interest Policy

Dr. James Trempe, Vice President for Research, provided a PowerPoint presentation to brief the Council on the development of new university-wide policy titled "Conflict of Interest in Education, Research, Clinical Care, and Purchasing". The purpose of the policy is to establish the principles and set forth the requirements to disclose, identify, manage and provide appropriate oversight for situations that pose a potential for conflict of interest. The policy is applicable to all individuals at the University who have responsibilities for education, research, clinical care, or purchasing. He explained that the rationale for the policy relates to the Core Values in Directions 2011: The Strategic Plan of The University of Toledo.

The presentation outlined:

- COI Policy Numbers
- Ohio Ethics Laws and Related Statutes
- Federal Regulations
- Draft Policy Committee
- Conflict of Interest – definition

- Individual (UT specific)
- Significant Financial Interest –definition
- Disclosure –procedure
- Disclosure – definition
- Disclosure Review
- COI Management Plan
- Disclosure Website
- COI Training

The committee established to draft the policy include: Dr. Walter Edinger, Dr. Roland Skeel, Dr. Glenn Lipscomb, Ms. Jennifer Pastorek, and Dr. James Trempe. The new umbrella policy being developed will supersede any other existing policies on this matter. Dr. Trempe sought suggestions and comments on this draft policy.

Discussion

There was concern that the definition of significant financial interest at a monetary threshold of \$5,000 seemed low. Council members inquired as to the determination of the Conflict of Interest Review Committee and how and when conflicts would be handled. Dr. Trempe replied that that the committees and panels are defined in the two draft documents he had distributed to Council “New COI Policy” dated 1.9.2012 and the “COI Disclosure and Review Process” dated 12.30.2011. He further explained that since the policy requires that COI disclosures are required to be filed online annually and within two weeks of a new transaction or proposed activity that might involve a potential COI, a change in financial interests, activities or significant relationships that might pose a COI, a change in previously reported potential COI, conflicts can be handled as they promptly. Dr. Dowd added that as discussed at Research Council, there may be a need for college review committee. If COIs occur frequently, college committees would be familiar with the policy and procedures, however, if they seldom meets the review would be a learning process. Dr. Trempe added that the procedure would mirror a similar conducted in the College of Medicine. Given that they meet approximately six times per year, it is reasonable to assume that a university-wide committee would meet double that. He noted that Cleveland Clinic does the same with their clinicians and that requested information should be available in five days. He also stated that training is required for all faculty and to only those staff capable of allocating/assigning resources.

Old Business

None.

New Business

None.

Adjournment

There being no further business the Council adjourned at 1:58 p.m.