

**Graduate Council Minutes
September 18, 2012
12:30 – 2:00 p.m.
Health Science Campus, Student U, Room 2582**

Present: Brian Ashburner, Barbaranne Benjamin, James Benjamin, David Black, Amanda Bryant-Friedrich, Amanda Bryant-Friedrich, Mary Ellen Edwards, Timothy Fisher, Max Funk, David Giovannucci, Kay Grothaus, Paul Hewitt, Paul Hong, Wayne Hoss, Ruth Hottell, David Jex, Jungwham Kim, Patricia Komuniecki, Monica McKnight (GSA), Holly Monsos, Surya Nauli, Lori Pakulski, Nick Piazza, Frank Pizza, Susan Pocotte, Randall Ruch, Dorothea Sawicki, Constance Schall, Rebecca Schneider, Cynthia Smas, Mark Templin, Gerard Thompson, Joshua Waldman (GSA), James Willey, Kandace Williams

Excused: Hassan Hassab-Elnaby, Renee Heberle, Mohamed Hefzy, Joseph Margiotta, Douglas Nims, Patricia Relue, Snejana Slantcheve-Durst Susan Sochacki, William Taylor, James Trempe

Absent: Charlene Gilbert, Anand Kunnathur, Sara Lundquist

Call to Order, Roll Call, and Approval of Minutes

The meeting was called to order and the roll called. The Minutes of the April 17, 2012 and May 1, 2012, Graduate Council meetings were approved.

Executive Reports

Report of the Executive Committee of the Graduate Council

Dr. Nick Piazza, Graduate Council (GC) Chair, reminded Council that the Standing Committees need to be fully populated and urged them to volunteer for one or more committees. A sign-up sheet will be circulated for review. If committee preference is not indicated on the sign-up sheet, it will be assumed that appointment should be considered to any committee. Although Council members will only be appointed to serve on one committee, there may be several that are interesting to you.

The Executive Committee asks Council members to seek out opportunities to report Graduate Council activities and decisions to their respective college governance organizations. We want to encourage as many avenues of communication between the Graduate Council and Graduate Faculty as we can find.

Chair Piazza stated that the plans to convene a meeting with all GC committee chairs to discuss committee role and function, as well as to solicit feedback and suggestions regarding committee structures and charges. Hopefully, this will help inform the Bylaws committee.

Lastly, Chair Piazza reminded members of the Council about the absence policy. Members are allowed only two unexcused absences or they risk being removed from Council. Participation is vital to the functioning and deliberations of the Council and attendance is crucial. He asked that in the event of an anticipated or expected absence, that members please identify someone who can attend Council as an alternate or sub at that meeting. Cooperation in this matter will be greatly appreciated.

Report of the Graduate Student Association (GSA)

Mr. Joshua Waldman, GSA President, reported that 18 of 20 college representatives are seated with 2 representatives needed from the College of Nursing. The website has been updated to reflect the seating of these new representatives. The first General Assembly meeting is scheduled for September 20th at 6:00 p.m. in the Driscoll Center Board Room. He asked Council to encourage their students to attend these meetings, even if they are not representatives.

Traditionally, the non-representative members have made up the majority of those sitting on internal committees, PR, Social, Professional Development and Travel Reimbursement. These committees have allowed GSA to establish a regional and national reputation. The officers are continuing to achieve our goal of establishing GSA as a nationally recognized organization.

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

Dean Komuniecki provided an abbreviated report to allow sufficient time in the agenda for discussion of Bylaws review.

- *New Certificate Programs Fall 2012*

Dean Komuniecki continued to encourage Graduate Council to look at curricula to see if new certificate programs can be made by packaging existing programs to be attractive to working professionals. She outlined three new certificates for fall 2012.

- Child Advocacy
Judith Herb College of Education, Health Science and Human Service
- Healthcare Business Management Excellence
College of Business and Innovation. Designed for medical students and residents.
- Physician and Healthcare Executive Development
College of Business and Innovation. Designed for practicing physicians.

- *Graduate Points of Pride*

Following Dean Komuniecki's request that colleges share graduate points of pride, one college has responded so here is the highlight. She will continue this tradition of sharing graduate points of pride at upcoming Graduate Council meetings.

College of Pharmacy and Pharmaceutical Sciences

Two doctoral students in Medicinal and Biological Chemistry have received external recognitions:

- Ashraf Moheildin has been awarded an F31 pre-doctoral fellowship from the NDDKD at NIH for \$120,000 for three years to support his doctoral research with Dr. Surya Nauli.
- Rachael Jetson has been recognized as a 2012 AFPE Fellow in pharmaceutical sciences by The American Foundation for Pharmaceutical Education (AFPE); she is working with Dr. Paul Erhardt.

- *Possible New SSI formula –Governor Kasich*

Last week when Governor Kasich met with the USO University Presidents he indicated that he wished to make a change to the current SSI formula funding to emphasize some of his major ideas, including rapid degree completion, retention of graduates in Ohio, and preparation of graduates with 21st century skills. He has asked Gordon Gee, the OSU President, to chair a small committee of university Presidents to address this charge and report back to the Governor by Thanksgiving. The presidents are from Shawnee State, Cuyahoga Community College, Ohio University and Wright State University. UT has prepared a "white paper" document to send to the group expressing our significant concern about this proposed change which would allow universities with branch campuses to fare better in getting SSI from the new formula since they would not need to report degree completion for branch campuses, only course completion. Stay tuned for more information on this issue that will directly impact how much revenue UT gets from the state in SSI. Last year, UT got \$102M based on allocations for course completion, degree completion, medical students, doctoral students, square footage and 'stop loss'. Doctoral SSI was \$8M (7.7% of the total SSI).

- *Announcements*

Professional Development Programs

Several MC programs in Carlson Library room 1027 on Thursdays in September

- o ETD Preparation and Submission Workshop - September 20th from 12-1 p.m.
- o Career Exploration and Self-Assessment - September 27th from 12-1:30 p.m.

- o Copyright 101: Vital Information for Graduate Student Creators and Consumers -September 27th from 3-5 p.m.
And one on the HSC this week
- o Take Control of Your Time/Critical Thinking - Wednesday, September 19, 2012, 12-1:00 p.m. in HEB 149

Exit Surveys

COGS has just completed tabulating all the exit surveys from students who graduated during the past year. A report on the outcomes and general comments will be provided at an upcoming GC meeting.

Annual Graduate Faculty Meeting -Date Change

The Annual Meeting of the Graduate Faculty needed to be changed by one week to avoid clashing with alumni events associated with Homecoming. The new date is **October 11th** from 12:30-1:30 p.m. in the Student Union 2592, and the topic will be "Pathways through Graduate School and into Careers". Light refreshments will be served. An email will be sent to all Graduate Faculty today.

Information and Discussion Items

Bylaws Committee Report

Dr. Mark Templin, Chair of the Constitution and Bylaws Review Committee, reported that following the vote of the Graduate Faculty to adopt the revised Constitution of the Graduate Faculty in April 2012, the same committee has agreed to review the Bylaws as well -- Dr. Mark Templin (Committee Chair), Dr. Mike Dowd (GC Past Chair 2011-2012), Patricia Komuniecki (COGS Dean), Jim Trempe (VP for Research), Joshua Waldman (GSA President), Walt Edinger (HSC Rep.), Rupali Chandar (MC Rep). The committee has met four times this fall semester and Dr. Templin provided an update on their progress to date. He summarized the recommended revisions. Since the Bylaws references the Standing Committees, we want to invite chair of those committees to review their section of the Bylaws and discuss any problematic issues.

The First Article, Graduate Faculty Membership, was previously under the membership committee description in Article III. The committee will review and suggest changes to include process of becoming a member. We are also revising Associate I and II categories into one Associate category and a Professional category for individuals who have professional credentials (similar to the current Associate II). Adjunct and Special categories are currently unchanged.

The following Articles will be reviewed, Article II, Graduate Council Officers, Article III Meetings, Article IV Committees, Article V Implementation and Amendment. We are considering splitting the duties of the Academic Standing Committee into two separate committees: 1) grievances and 2) Graduate Council policies. The functions are different enough to warrant that it be separated into two different committees. Additionally, we will seek clarification from Graduate Council Executive Committee about creating a Tellers committee, regularizing appointments to Research Council, and looking at the Outside Reader issue.

Dean Komuniecki added that some colleges use a phrase 'outside reader' when often times they are referring to an external voting committee members. Outside reader requests are sent to a COGS Dean to review. We will be looking at moving away from that casual membership in a way that is respectful and that regularizes the process to get into Bylaws. Or it may be determined whether they are not eligible to hold Graduate Faculty membership and should not be voting members of a student's committee, whereby their role would be limited to consultation and editor, distinguishable from Adjunct membership. We are aware Education faculty use outside readers.

Dr. Templin noted that language for Full membership would be revised to say the membership could be reviewed during the 7-year term of appointment. Dr. David Giovannucci asked whether this language is addressing a problem? Dean Komuniecki replied that it does address problems that have occurred regarding lack of good graduate mentorship.

The current Bylaws language currently does not provide a review process or review of membership prior to 7 years. Goal 2 in Strategic Directions 2011 relies on the quality of graduate faculty in mentoring graduate students. It is primarily an issue with some Full members that serve as major professors for graduate students. Dr. Sawicki suggested using language that addresses dismissal as well. Dean Komuniecki noted that thought needs to be given as to how revoked membership could be reinstated. How do you later prove you are qualified to mentor students? Chair Piazza invited Dr. Templin to return to a future Council meeting to provide additional updates. Additionally, he asked the Graduate Council to provide input for the Bylaws committee so they are executing the will of the Council.

Discussion of Graduate Council Standing Committees

Chair Piazza informed Council that for the past two summers, the GCEC has had to review and approve a significant number of course modifications, program modifications, new course proposals, and new program proposals. There are a number of issues that arise from this practice:

1. Expertise lies with the Curriculum Committee and many of these modifications and new proposals were not reviewed by the full committee because they took place over the summer when many members of the committee are off contract.
2. Having a large number of programs and courses come forward in the summer for review and approval by the GCEC circumvents and does not permit review by the full membership of the Graduate Council.
3. Many programs on the HSC operate on a 12-month schedule and are disadvantaged by a curriculum approval system that only operates part of the year.
4. It would appear to be desirable to have a curriculum approval system that accommodates both the 9-month culture of the Main Campus with the 12-month culture of the HSC. Current practices and procedures do not appear to accomplish this.

As a result, Chair Piazza thought it would be a good idea to bring this issue before the full Graduate Council for discussion. Council should make its wishes known on this matter so as to provide guidance to the Curriculum Committee, the Bylaws Committee, and the GCEC. This topic was opened for discussion and comment.

There was considerable discussion and several suggestions recommended:

Dr. Piazza wondered whether established deadlines in order for GCCC to receive consideration would guarantee consideration and whether deadlines may be too strict for the committee to operate by. It would work for MC but not HSC. Dr. Hoss suggested that GCEC could expand by bringing in additional 12-month faculty to create broader group and deal with workload. There was a suggestion that if curriculum has college and Graduate Executive Committee (GEC approval, would the GCEC be comfortable with that level of review. Dr. Pocotte replied that the GEC is comprised of administrators, program directors and associate deans, not faculty. The GCCC and Graduate Council are faculty bodies whose voice should be maintained. Chair Piazza added that GCCC members could be asked to serve through the summer, even if the committee meets less often. It is important that we do not want to lose students who need programs reviewed and approved. Dr. Sawicki added that the current system could work if members have a sense that they need to work through summer. Then curricula matters would go to GCEC and be approved in the summer.

Dean Komuniecki added that the process is most effective when curriculum moves through college process in early spring, not late spring and that established deadlines might help to minimize the volume of curricular proposals during the summer.

Chair Piazza asked for feedback to regularize this process (not act on an ad hoc basis). Dr. Smas noted that departments/programs should submit curricular proposals in a timely manner and not to rush because they have students lined up. Dr. Black agreed with Dr. Smas. Chair Piazza noted that curricular changes are often prompted by different dynamics; accreditation requirements and opportunities that avail themselves on a short notice. Dr. Funk stated that for many years there were deadlines and clear communication.

Other Council members noted that service on committees is problematic when they are not teaching and it would become one more thing added. Dr. Giovannuci stated that in terms of membership, it creates a problem and also suggested deadlines here as well. Dr. Relue added that although a vast majority of committee work is handled electronically it still equates to time spent whether you are in a room or not. There was a suggestion that perhaps those that cannot serve in summer could designate a proxy.

Dean Komuniecki noted that Graduate Faculty Membership is increasing significantly and the Graduate Council Membership Committee is encountering some of the same issues. Dr. Benjamin suggested adding 3-6-9 month expiration periods so we have staggered times for membership deadlines. Dean Komuniecki noted that different policies and expiration periods have already been split into two expiration period: June 1, 2012 and December 1, 2012. There is one database now so moving away from June 1st expiration deadline is workable. Dr. Sawicki suggested April 1st or May 1st instead of June 1st.

Standing Committee Reports

Report of the Membership Committee

None.

Report of the Curriculum Committee

None.

Old Business

None.

New Business

Mr. Joshua Waldman announced that the UT GSA officers are planning to attend and speak at the National Association of Graduate and Professional Students national conference on November 2-4, 2012. He looks forward to putting UT GSA on map and that it results in graduate students choosing UT.

None.

Adjournment

There being no further business the Council adjourned at 2:04 p.m.