

**Graduate Council Minutes  
December 13, 2011  
12:30 – 2:00 p.m.  
Main Campus, Student Union, Room 2582**

- Present: Brian Ashburner, Michael Bechill (GSA), Barbaranne Benjamin, James Benjamin, Amanda Bryant-Friedrich, Wendy Cochrane, Mark Denham, Michael Dowd, Mary Ellen Edwards, Brian Fink, Timothy Fisher, David Giovannucci, Amira Gohara, Kay Grothaus, Mohamed Hefzy, Ruth Hottell, Junghwan Kim, Patricia Komuniecki, Sara Lundquist, Joseph Margiotta, Sheryl Milz, Timothy Mueser, Surya Nauli, Douglas Nims, Susan Pocotte, Patricia Relue, Linda Rouillard, Dorothea Sawicki, Barbara Schneider, Snejana Slantcheva-Durst, Dianne Smolen, Mark Templin, Gerard Thompson, James Trempe, Joshua Waldman
- Excused: Timothy Brakel, Hassan Hassab-Elnaby, Wayne Hoss, Jon Kirchhoff, Anand Kunnathur, Randall Ruch, Constance Schall
- Absent: Bina Joe, Holly Monsos, Frank Pizza, William Taylor

***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, Mr. Michael Bechill, reported that a item of significant discussion at the GCEC meeting last week was the Board of Trustees' (BOT) subcommittee meeting investigating the creation of a University Senate. Both Mr. Bechill and Mr. Joshua Waldman attended that subcommittee meeting. The BOT is moving forward with plans to create such a senate, with a third meeting expected to take place the second or third week in January 2013. The rationale is to improve and quicken communication between the senate and councils and the administration by employing a corporate model, rather than an academic model. In discussing constituency, not all committee members had a comprehensive understanding of the current councils in place. So, for the January meeting, they plan to look at current councils on campus. The GCEC welcomes volunteers to serve on a planning committee to develop workflow charts and other assessments over the next few weeks.

Chair Dowd noted that at the first subcommittee meeting BOT members, Mr. Richard McQuade, Jr. and Mr. Carroll Ashley, indicated they wanted a university senate to be part of their legacy of serving on the BOT. The GCEC will keep the GC apprised of this development.

Council members expressed concern that the constituency of a university senate would be duplicative of the current senior leadership. They wondered whether the BOT has the perception that current councils are under-utilized.

Mr. Bechill further reported that today's Council meeting will include an update from the Curriculum Committee, an update from the Office of Research provided Dr. James Trempe, and a report from Dean Komuniecki's recent CGS conference.

### Report of the Graduate Student Association

Mr. Joshua Waldman, Vice President of the Graduate Student Association (GSA), reported that the next General Assembly Meeting will take place Dec. 20<sup>th</sup> and he encouraged Council members to attend. These meetings are located under the tab “general assembly meetings” on the GSA website. A recent achievement that will help insure the longevity of the GSA was establishing residency within the Student Union (Room 1509) and the initiation of an office hours. The Travel Reimbursement Program is using a new electronic application which boasts a much higher completion success rate of 95%. This program has already allowed 40 people to travel and present at professional meetings this year. Many new faces are involved in GSA this semester and several have stepped into leadership roles, both of which are pivotal for the longevity and effectiveness of the GSA. Each college must be represented on the GSA in order for students in that college to receive travel funding. Visit [www.utoledogsa.com/general-assembly](http://www.utoledogsa.com/general-assembly) for a listing of colleges represented on the GSA.

Planning for the Midwest Graduate Research Symposium is well underway with sponsors being sought to fund the symposium. Previously, COGS fully supported this endeavor. Thus far, sponsorship is at \$4,000 and with additional support, the GSA hopes to raise another \$6,000 to meet the total expenses of approximately \$10,000. Faculty should encourage students in their departments and college to register for the symposium. In addition, faculty interested in serving as a judge should also register. The keynote speak will be Mr. Robert Dempsey, a UT alum and past president of the GSA.

#### Keynote Speaker Abbreviated Biography

After graduating from the University of Toledo in 1991, Dr. Dempsey worked as a post doc at the Joint Institute for Laboratory Astrophysics in Boulder Colorado and the Max Planck Institute for Extraterrestrial Physics in Munich, Germany. From 1992 to 1997, Dr. Dempsey worked at the Space Telescope Science Institute, Baltimore MD. There he supported operations of the Hubble Space Telescope, including the first two servicing missions, while also conducting research with the telescope. Dr. Dempsey has over 30 refereed publications on various astrophysical topics.

Dr. Dempsey was selected as a Flight Director in February 2005. Since being selected, Dr. Dempsey has served as the Lead Flight Director the 15th crewed expedition to the ISS (2007), directed multiple space walks, and supported 6 other shuttle missions. For more information, visit <http://www.utoledogsa.com/keynote-speaker-biography>

Chair Dowd added that with 300 presenters anticipated, an adequate number of judges are necessary. Council may be contacted to provide your service for Symposium.

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

Dean Patricia Komuniecki provided the following report.

#### o *Council of Graduate Schools Annual Meeting*

Dean Komuniecki attended the Council of Graduate Schools (CGS) 51<sup>st</sup> annual meeting “Inclusiveness, Innovation and Excellence” December 7 -10 in Scottsdale, Arizona. There were about 600 in attendance including most graduate deans from Ohio. There were six plenary sessions. Dr. Michael Crowe, President of Arizona State University spoke on “Designing a True Public University for the Future”. Dr. Patrick Osmer, Vice Provost for Graduate Studies and Dean of the Graduate School at Ohio State University, gave the 6th session “Report from the Commission on Pathways Through Graduate School and into Careers”. He chairs the CGS board serving on the joint commission of CGS and ETS, tasked to follow up on “Pathways, the Path Forward” by focusing on graduates being poised for 20th century careers.

Details will be presented at the Annual Meeting of the Graduate Faculty on February 2, 2012 at 12:30 p.m. in Student Union Room 2592. A few Board of Trustees members as well as the President, Provost, and Chancellor have been invited. A great turn out is expected.

Dean Komuniecki participated in two pre-meeting workshops on tracking student progress and using national survey data in evaluating student performance. Dean Komuniecki would like to utilize some of the great ideas presented, particularly those involving Institutional Research preparing new reports that better summarize our annual degree completion data to better allow us to track time-to-degree as well as attrition in our graduate programs.

There was a session titled "Making the Case for Graduate Education". Some universities get involved with their legislators, i.e., 'Day at the Capitol' to make poster presentations for the hundreds of legislators attending.

o *COGS Diversity Plan*

COGS is pleased to have submitted its first Diversity Plan and Report which is currently under review by the President's Diversity Council along with other college reports. It is posted with the other Diversity Plans on the UT website [http://www.utoledo.edu/diversity/resources/college\\_div\\_plans.html](http://www.utoledo.edu/diversity/resources/college_div_plans.html). As part of the plan, the former Graduate Opportunity Assistantship Program (GOAP) committee has been expanded with representation from campus groups including, students, faculty, staff and administrators, and Associate Dean Susan Pocotte will serve as chair. Dr. Shanda Gore, Assistant Vice President for Equity, Diversity and Community Engagement and Dean Komuniecki will serve as ex officio member. The new COGS Diversity Committee will be convened early in spring term. The formation of this new committee responds to sub goal 3 of Goal 2 of the Directions 2011 Strategic Plan that focuses on accessibility.

o *Information and Updates*

▪ *Admissions*

Approximately 880 applications have been processed for Fall 2012, compared with 776 at this time last year, with an increase in health care area. Hopefully, we will have a great recruiting year! Program directors are encouraged to review applications in the queue and to be proactive in contacting those students who look promising. Research indicates that direct contact from the program is appreciated by prospective students and yields positive outcomes. The COGS office is also monitoring applications that are started but appear stalled. In addition, the Live Chat function is used daily by applicants, so it appears this new option has been a success.

▪ *Academic Affairs*

▪ *Orientation Spring 2012*

The orientation website <http://www.utoledo.edu/graduate/orientation/orientation1.html> is now open for Spring 2012. All accepted students have been contacted and are aware that they can start to view orientation modules and complete their three supplemental modules on diversity, academic integrity and harassment.

▪ *Low GPA Reports*

Low GPA reports will be run on December 21<sup>st</sup>, one day after grades are due. Please read the memo from the Registrar's Office that outlines the necessity of tracking attendance dates for students in classes (more than 60% of UT students receive federal financial aid, so we have specific reporting requirements about student attendance. Faculty are encouraged to submit grades given that subsidy from the State is based on students' course completion.

- **Graduation Clearance Issues**  
Graduate Faculty are reminded to have their graduate students use the ETD formatting handbook (now to be called the ETD manual) as they prepare their theses and dissertations. As you know, Graduate Council has approved the standard format for all UT theses and dissertations. COGS cannot grant exceptions to the requirements. This fall term COGS had many submissions that were in non-standard format, and thus, fielded many calls regarding exceptions to the formatting and asking for deadline extensions. Given the number of theses and dissertations with which we deal, we need to hold the guidelines in the interest of fairness to all our students. As you may recall, there is an appeal process outlined in the formatting handbook if students/advisor wish to deviate from those requirements.
- **Commencement**  
Fall Commencement is scheduled for Sunday, December 18, 2011 at 9:30 a.m. in Savage Arena. Dr. Sawicki will serve as reader and Dr. Piazza has volunteered as a marshal. Dr. Pocotte will assist as well. The total number of students that have applied for graduation in summer and fall is 785, including 103 doctoral candidates, 670 master’s candidates, 12 education specialists, as well as 15 applicants for graduate certificates. We are looking forward to a great fall commencement ceremony and hope that many of you will be able to join us this Sunday in celebrating the accomplishments of our graduate students.

**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**

NU	Nursing	Introduction to Biostatistical Methods	INDI- 6000	Course to cross-list with existing INDI-600 for use in the nursing program.
MD	Orthopaedic Surgery	Biomaterials in Medicine	XXXX-5/7YYY	New course in biomaterials covering medical applications including drug delivery and tissue replacement.
EN	Engineering	Applied Probability and Statistics	GGEN -5700	New course required in the MSE (general engineering) program. An introduction to the application of descriptive and inferential statistics. Course uses MINITAB and is taught as a DL course.
EN	Civil Engineering	Sustainability Engineering	CIVE - 5690	New course that applies principles of sustainability to engineered systems. Course topics include sustainability definitions, life cycle engineering, green construction, ecological design principles, and energy/water/carbon footprint management. Cross-list with CIVE 4650.
EN	Civil Engineering	Life Cycle Engineering	CIVE - 8670	New course that covers life cycle concept for engineered systems. Course covers carbon footprint analysis, life cycle assessment methodology, life cycle impact assessment and matrix calculations for life cycle analysis. Cross-list with CIVE 6670.
EN	Civil Engineering	Life Cycle Engineering	CIVE - 6670	See CIVE 8670.

MD	Public Health	Exposure Assessment Strategies	PUBH - 572	This course is an elective for MPH and MSOH students; course focuses on exposure assessment and the statistics and methods needed to assess exposures in the workplace.
MD	Physician Assistant	Clinical Rotation I	PHYA - 631	Clinical rotation designed to provide students with the opportunity to gain medical knowledge, develop proficiency, and acquire directed practical experience working directly with patients and health care personnel. These courses currently exist as PHYA 641-648, but they will be phased out; NCP for cleaner tracking of students.
MD	Physician Assistant	Clinical Rotation II	PHYA - 632	see PHYA 631
MD	Physician Assistant	Clinical Rotation III	PHYA - 633	see PHYA 631
MD	Physician Assistant	Clinical Rotation IV	PHYA - 634	see PHYA 631
MD	Physician Assistant	Clinical Rotation V	PHYA - 635	see PHYA 631
MD	Physician Assistant	Clinical Rotation VI	PHYA - 636	see PHYA 631
MD	Physician Assistant	Clinical Rotation VII	PHYA - 637	see PHYA 631
MD	Physician Assistant	Clinical Rotation VIII	PHYA - 638	see PHYA 631
EH	Rehabilitation Sciences/ Physical Therapy	Clinical Pathophysiology II	PHYT 512	New course proposal integrating ~70% of content from old PHYT 511 with additional new content; 3 hrs; prereq PHYT 511. This course is a continuation of new PHYT 511 and is the integrated study of normal physiological and pathophysiological process in the human body at the cellular, organ, and systemic levels.

## COURSE MODIFICATIONS

EH	Rehabilitation Sciences/ Physical Therapy	Analysis of Movement I	PHYT 505	Change in title to "Analysis of Movement"; adding prereq PHYT 500; Combining content with PHYT 506 (1 hr); change in hrs from 3 to 4 hrs.
EH	Rehabilitation Sciences/ Physical Therapy	Clinical Pathophysiology	PHYT 511	Change in title to "Clinical Pathophysiology I"; change in hrs from 3 to 1 hrs.

## PROGRAM REQUIREMENT REVISIONS

EH	Health and Recreation Professions	PhD in Health Education		change in hours of (1) required courses from 25 to 26 hrs (see HEAL 8000 ECM) and (2) elective courses from 11 to 10 hrs. No change in total hours.
EH	School Psychology, Legal Specialties, & Counselor Ed.	MA in School Psychology & Ed. S. in School Psychology		(1) additional core course choices: EDP 5/7320 OR EDP 5/7110; EDP 5210 OR EDP 5220; (2) SPSY 5040 and 7190 increased from 3 to 4 hrs (see ECMs); (3) SPSY 5060 now required (4 hrs, see ECM); (4) SPED 5000 changed from required to elective (3 hr); (5) RESM 5110 & 5310 OR HSHS 6000; No change in total hrs if HSHS 6000 taken
EN		Master of Science in Engineering with Concentration in General Engineering		Alpha code changes for courses in this program from ENGT to GNE. (1) GNE 5700 (replaces GNE 6980 Sp. Top.); (2) GNE 5500 replaces ENGT 5500; (3) GNE 6920 replaces ENGT 6920

EH	Rehabilitation Sciences/ Physical Therapy	Doctor of Physical Therapy	Program changes to reflect (1) merger of PHYT 505 and 506 into PHYT 505 (3-1 to 4 hrs); (2) expansion and split of PHYT 511 (3 hr) to PHYT 511 (1 hr) and PHYT 512 (3 hr); (3) total program hrs increase from 93 to 94 hrs.
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***Information and Discussion Items***

**Research Funding Report for Fiscal Year 2011**

Dr. James Trempe, Vice President for Research and Sponsored Programs 2011 Fiscal Year Annual Report. He acknowledged Dr. Rick Francis and Ms. Elsa Nadler for their contributions to this report. Dr. Trempe summarized each chart provided in the report:

- Proposal Submissions
- Funding by Activity type
- Funding by Source
- Five –Year Funding History, Federal vs. Non-Federal
- Funding by College
- Major Federal Sponsors

Dr. Giovannucci noted that given the diminished number of proposals, the data should be normalized to recognize the loss of faculty. There was discussion regarding identifying the amounts for pass-throughs and the amounts contracted out to charter schools. Dr. Trempe responded that the University only reaps a benefit up to the first \$25,000. Dr. Piazza suggested that successful grant rates be included for comparison with the number of proposals submitted. Dr. Trempe noted that due to changes in 3<sup>rd</sup> Frontier in 2010, we lost some funding from research and earmark money. There was discussion of the contribution of research dollars to support indirect costs. There are intangibles that are associated with prestige. Dean Komuniecki asked that consideration be given to the return on investment for faculty – after year three; they generate money for the University. Council suggested that Dr. Trempe come back in the spring with updates.

***Old Business***

None.

***New Business***

**Electronic Theses and Dissertations Content Benchmark Report 2011**

Dean Komuniecki reported that the College of Graduate Studies has created an ETD content benchmark report in response to the GCEC’s review of modifications to the ETD formatting manual, specifically, for guidelines regarding Program/Administrative/College-Specific pages. This issue will come to Council for approval in January.

***Adjournment***

There being no further business the Council adjourned at 1:49 p.m.