

**Graduate Council Minutes**  
**February 5, 2013**  
**12:30 – 2:00 p.m.**  
**Health Science Campus, Health Education Building, Room 103**

- Present: Barbaranne Benjamin, James Benjamin, Amanda Bryant-Friedrich, Mary Ellen Edwards, Timothy Fisher, Max Funk, Charlene Gilbert, David Giovannucci, Kay Grothaus, Mohamed Samir Hefzy, Wayne Hoss, Ruth Hottell, David Jex, Junghwan Kim, Patricia Komuniecki, Anand Kunnathur, Monica McKnight, Holly Monsos, Timothy Mueser, Douglas Nims, Lori Pakulski, Nick Piazza, Frank Pizza, Susan Pocotte, Patricia Relue, Randall Ruch, Constance Schall, Rebecca Schneider, Snejana Slantcheva-Durst, Susan Sochacki, Mark Templin, Gerard Thompson, Joshua Waldman, Kandace Williams.
- Excused: Brian Ashburner, Paul Hong, Sara Lundquist, Joseph Margiotta, Surya Nauli, Dorothea Sawicki, Cynthia Smas.
- Absent: David Black, Renee Heberle, Douglas Nims, William Taylor, James Trempe, James Willey.
- Guests: Lawrence Anderson, Ezdihar Hassoun, William Messer, John Plenefisch.

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

The meeting was called to order and the roll called. The Minutes of the January 22, 2013 meeting are awaiting review from guest speakers.

***Executive Reports***

**Report of the Executive Committee of the Graduate Council**

Dr. Nick Piazza reported that for the past two weeks he has been following the various presentations regarding workload and reorganization made by Provost Scarborough. He provided the Graduate Council (GC) with a summary of what he has been able to learn thus far.

The reorganization is underway. Three new colleges have been created from the former Judith Herb College of Education, Health Science and Human Service: College of Health Sciences, College of Human Service Professions, and the Judith Herb College of Education. The new colleges are operating under interim deans and implementation teams have been appointed. These implementation teams have been charged to work with their respective deans to establish operating procedures and governance structures in each of the new colleges. Previous governance structures, where they existed, have been dissolved.

Last week, the UT-AAUP released a bulletin and reported that their grievance filed against the University over the breakup of the former College of Arts and Sciences had been resolved in their favor. The University immediately filed an appeal. The effect this ruling will have on past or current reorganizations is difficult to say at this time. It is likely that a definitive legal finding will take so long as to prove moot anyway. Dr. Piazza suspects that any impact will be limited to future activities should the UT-AAUP award be upheld.

Dr. Piazza attended several more presentations by and meetings with Provost Scarborough on workload since his presentation to Graduate Council on January 22<sup>nd</sup>. Faculty should be in the final stages of negotiating workloads with their chairs. Dr. Piazza was asked by representatives of the UT-AAUP to inform members of Graduate Council that faculty who are satisfied with the workloads they negotiate should go ahead and sign their agreements. However, if a faculty member is dissatisfied, the UT-AAUP advised that faculty should sign their agreements, but note on the agreement that it was signed under protest. In either case, the UT-AAUP advises faculty to get signed copies of agreements for their records.

Dr. Piazza stated that his advice to faculty who are members of the CBA is to contact their union representative or the UT-AAUP office for advice if you have any questions.

#### Report of the Graduate Student Association (GSA)

Mr. Joshua Waldman, GSA President, reminded Council about the upcoming 4<sup>th</sup> Annual Midwest Graduate Research Symposium (MGRS) that will be held at the University of Toledo on April 20<sup>th</sup>. He asked that GC members consider participating in this event and noted that he needs judges. Currently 30 individuals from 11 universities in Ohio, Michigan and Indiana have already registered. He asked that the Council spread the word to their graduate students. The presenters at the MGRS are judged (posters or sessions) by faculty. Last year there were 40+ judges involved. To date, Mr. Waldman has no judges signed up, so he passed around a sign-up sheet and advised that there is a registration form on their website. Dr. Piazza commented that he participated last year and it was a great event in which to be involved.

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

Dean Komuniecki provided the following updates:

- *Enrollment and Admissions Updates*

Good news! The spring 2013 enrollment report generated on census day (day 15) indicates that overall graduate **headcount is up 3%** and the graduate **FTE is up 2.6%**. Unfortunately, undergraduate enrollment and FTE figures show a ~6% decrease. Also for spring 2013, we already have almost 700 applications for graduation: 437 Master's, 137 First Professional (ODT, DPT and DPH), 53 Doctoral, 2 Education Specialist and 36 certificates. Please remind your students that they can still apply but they should watch their email inbox for important graduation/ETD deadlines.

For fall 2013, COGS has already processed **2,390** applications. Dean Komuniecki was happy to announce that COGS was recently authorized to fill the Admissions Analyst position that has been vacant since July 2012. With the admissions staff at full strength, application processing time will be even more efficient and timely for all programs.

- *Budget Update*

As of last week, COGS was authorized to release stipend and tuition scholarship funding to the academic colleges to cover all the continuing graduate students. The analysis conducted by COGS determined that approximately 85% of the FY13 funding will fund those students and perhaps a few new students depending on program turnover. Obviously, COGS is eager to get the remaining budget released to recruit new students. Dean Komuniecki is working with the President, Provost, Chancellor and CFO on this project and hopes to have that budget information available within the next week.

- *Application Closure Issue- January 2012*

The GCEC asked Dean Komuniecki to provide an update regarding the inactivation of the application process for several graduate programs in January 2012. Chair Piazza and Faculty Senate President and Vice President Roulliard met with Provost Scarborough last December and inquired about the fact that some undergraduate and graduate programs had had their applications closed at that time. The Provost indicated that he was unaware of that situation that occurred prior to his appointment and indicated that he would ask Senior Vice Provost Tom Gutteridge to follow up. Dr. Gutteridge contacted Dean Komuniecki who indicated that COGS was informed by the Registrar's office on January 23, 2012 that 11 graduate programs in the Judith Herb College of Education, Health Science and Human Service and 1 master's program in LLSS were closed to applications. Unfortunately, there did not appear to be any communication with all the affected departments about this administrative action taken by the Registrar at that time.

Those programs had been identified by Institutional Research as having low enrollments, few applications and few graduates for the previous three years.

At the request of the Provost, those program applications have been reactivated, but they, like all graduate programs, will be subject to scrutiny through the program review process for viability metrics.

- *Points of Pride*
  - The Speech Language Pathology (SLP) Program recently received a grant from the United States Department of Education to help fund the course work development and practicum experiences for about 20% of its master's students. The joint grant with The University of Akron was awarded to UT's program for their efforts to improve the speech and listening skills of children with hearing disabilities through the use of technology.
  - Online Master's programs in three UT colleges have been recognized for excellence by the 2013 U.S. News & World Report. The College of Engineering has been ranked 18th in the nation and the College of Business and Innovation ranked 48th and the Judith Herb College of Education 95th.
- *Announcements*
  - Last call for Applications for COGS Fellowships, Scholarships and Awards –the deadline is this Friday, February 8, 2013.
  - Professional Development Programs:
    - ETD Preparation and Submission Workshop for Main Campus Programs *Thursday, February 7 from 12-1 pm in Carlson 1025.*
    - The Job Search *Tuesday, February 19, from 3-5pm in SU 2591.*

***Standing Committee Reports***

Report of the Curriculum Committee

On behalf of the Graduate Council Curriculum Committee (GCCC), Dr. John Plenefisch, committee chair, reported that the GCCC reviewed and approved the following curriculum. Council approved unanimously. Dr. William Messer and Dr. Ezdihar Hassoun presented background information and a summative explanation of the new graduate course proposals from Pharmacy.

**PROGRAM REVISIONS**

College	Department	Program	Summary of change
EH	Psychology	School Psychology	1) Allow choice of either SPSY 7180 or SPSY 7190 for the MA, require both for the EdS. 2) Reduce "Other course" requirements for MA from 2 to 1, allowing credit space for the newly required a 4 hour pre-practica.
EH	Curriculum & Instruction	Educational Technology Master's (M.Ed.) Program	Putting the Existing Educational Technology Master's (M.Ed.) Program Online*

**NEW COURSE PROPOSALS**

College	Department	Course Name	Course Number	Course Description
PH	Pharmacology	Experimental Therapeutics I	PHCL 5100	Application of basic principles of pharmacology to development of new therapies for human disease. A primary focus will be the translation of laboratory discoveries into clinical applications.

PH	Pharmacology	Experimental Therapeutics II	PHCL 5200	Expands on material covered in PHCL 5200 with focus on drug development process. Practical applications include design of in vitro and in vivo screens for drug activity, improvement of pharmacokinetic properties and integration of medicinal chemistry with pharmacology in a drug development paradigm.
PH	Pharmacology	Current Topics in Interpretation of Pharmaceutical Data	PHCL 5440	The basic statistical techniques learned in PHCL 4140/5140 will be further explored using research articles and real data sets to conduct statistical analyses. The use of different software programs will be used to provide students with hands-on practice in conducting statistical analyses.
PH	Pharmacology	Current Topics in Pharmacokinetics/Toxicokinetics	PHCL 5460	An advanced discussion of the theory and practice of using kinetic principles to model the time course of drugs and toxic chemicals in the body and in the environment. The student should understand the relationship between chemical time courses and outcomes and application to risk assessment. Additionally, students will gain hands-on practice using kinetic analysis methods and software.
PH	Pharmacology	Current Topics in Toxicology I	PHCL 5770	The course focuses on the most recently published studies that cover advances in the field of toxicology, including, risk assessment of toxic chemicals, toxicokinetics, chemically-induced mutations, cancer and developmental toxicity, toxic responses of various body systems to different chemicals and drugs, toxicity of pesticides and heavy metals.
PH	Pharmacology	Research Experience in Experimental Therapeutics	PHCL 6300	The course is intended for laboratory rotations to familiarize students with research topics in various clinical/basic science laboratories. A primary focus is to allow students to shadow, learn, experience and perform specific laboratory techniques.
PH	Pharmacology	Problems in Experimental Therapeutics	PHCL 6390	The course will examine current topics and trends in the field of experimental therapeutics, specific problems assigned will vary depending on background and interest. The overall goal will be to introduce students to current problems in experimental therapeutics, and help them identify an approach toward solving these problems.

PH	Pharmacology	Seminar in Experimental Therapeutics	PHCL 6650	Seminars presented by scientists from academia, industry and government who are invited by the department to speak about their research. Research subjects to be covered by the seminars are within the field of therapeutics and related areas, Such as toxicology, molecular and genetic mechanisms in drug/chemical action, risk assessment, biomarkers: and others.
PH	Pharmacology	Experimental Therapeutics I	PHCL 7100	same as PHCL 5100.
PH	Pharmacology	Experimental Therapeutics II	PHCL 7200	same as PHCL 7200.
PH	Pharmacology	Current Topics in Interpretation of Pharmaceutical Data	PHCL 7440	same as PHCL 5440.
PH	Pharmacology	Current Topics in Pharmacokinetics/Toxicokinetics	PHCL 7460	same as PHCL 5460.
PH	Pharmacology	Current Topics in Toxicology I	PHCL 7770	same as PHCL 5770.
PH	Pharmacology	Research Experience in Experimental Therapeutics	PHCL 8300	same as PHCL 6300.
PH	Pharmacology	Problems in Experimental Therapeutics	PHCL 8390	same as PHCL 6390.
PH	Pharmacology	Seminar in Experimental Therapeutics	PHCL 8650	same as PHCL 6650.
PH	Pharmacology	Ph.D. Dissertation Research in Experimental Therapeutics	PHCL 8960	Laboratory and/or clinical research focused on the development of experimental therapeutics directed toward human diseases for students engaged in Ph.D. dissertation research.
PH	Pharmacy Practice	Pharmaco-economics and Outcomes Research II	PHPR 5620	Advanced concepts, methods, and practical procedures for pharmaco-economic analysis and outcomes research. Readings and experience assessment of patient health status, quality of life, satisfaction and cost-effectiveness for pharmaco-economic and health outcomes research, and interpretation of economic and outcomes data.
PH	Pharmacy Practice	Readings in Access and Cultural Competence	PHPR 5590	Literature related to access and cultural competence in the US health care system. Various types of readings (texts, reports, scholarly articles, and novels) will be used to analyze the dynamic, interdependent relationships that exist between access, cultural competence and positive health care outcomes **

**COURSE MODIFICATIONS**

<b>College</b>	<b>Department</b>	<b>Course Name</b>	<b>Course Number</b>	<b>Change in course</b>
EH	Psychology	Consultation II: School and Home Collaboration	SPSY 7180	Change in pre-requisite.

***Information and Discussion Items***

Results from Faculty Senate Survey on Anticipated Faculty Retirements

Dr. Lawrence Anderson shared the survey results with the Graduate Council. He stated that the committee has not yet had a chance to cross-correlate the data that it is now in aggregate form. Specific demographics were not included so responses can remain anonymous. There were a total of 264 respondents to this survey. Not every respondent answered every question. The total faculty is approximately 1700 as reported to HLC evenly distributed between men and women; however, the majority are Caucasian, indicating a need for diversity in faculty on campus. Estimated retirement of 70 faculty by 2015, of which 71% are likely graduate faculty.

Dr. Pocotte suggested consulting with deans since faculty are obliged to provide notification of their intentions whether to not to retire. She asked if there was additional data useful to everyone. Dean Komuniecki reiterated that if a graduate faculty member is retiring, they cannot retain full faculty status due to accreditation issues. That member will need to apply for Special Graduate Faculty membership. In response to a query from Dr. Samir Hefzy, Dean Komuniecki reported that there are 644 Graduate Faculty on Main Campus and 182 on the Health Science Campus for a total of 828 Graduate Faculty in fall 2012.

Comments or observations can be directed to Mary Jane Erard in the UT-AAUP office. Chair Piazza thanked Dr. Anderson for his report and added within a two-year window UT will see a significant number of faculty retiring due in part to new STRS regulations effective July 2015. The impact of retirement on the University and the remaining faculty should be given serious consideration.

COGS Exit Survey

Dr. Susan Pocotte presented the results of the recent COGS Exit Survey As a reminder, each term, graduating students complete a COGS Exit Survey as part of their graduation clearance paperwork. This information is collected and analyzed by COGS as part of their Assessment Plan to evaluate the academic support services for our students. Dr. Pocotte summarized three major topics from the survey:

- *COGS Assessment Process*

COGS as an Academic Support Service Unit assesses academic support service outcomes. Per the University Assessment Committee (UAC) assessment plan COGS is considered an academic support service unit. Our services support the academic mission of this university. The COGS assessment plan includes service outcomes that are organized into several categories of service type to our stakeholders - predominately graduate students and graduate faculty. For each service type, several goals and objectives have been enumerated. A review process that includes data collection methods, metrics, and responsibility is ongoing. Annual assessment of the service outcomes are used to inform changes when needed. The COGS Associate Dean for Academic Affairs serves as the liaison to the University Assessment Committee. Throughout the COGS assessment process we work with COAD, GC, and GCEC. As we move forward, we will include GF and graduate student reps on the COGS assessment committee.

- *Description of Trended Results of the COGS Graduate Student Exit Survey*

Dr. Pocotte displayed some of the questions and percent responses from spring 2011 through fall 2012. The COGS Graduate Student Exit Survey is an example of data collection used to evaluate several service outcome goals and objectives.

It is a major method of graduate student involvement in COGS assessment process. COGS has conducted an exit survey of all graduating graduate students since spring 2006. Questions address services provided by COGS and the College/Department that provides the graduate program. Beginning spring 2011, COGS required students to complete the survey. The response rate is about 100%. The survey is comprised of 27 specific questions and one open-ended question. Students are assured responses remain anonymous. The report has aggregate data. Trended data from the Graduate Student Exit Surveys beginning spring 2011 indicate:

- Sustained achievement of COGS academic support service outcomes related to students.  
80-90% of the respondents were satisfied or very satisfied.
  - Sustained satisfaction with non-COGS services.  
80-90% of the respondents were satisfied or very satisfied.
  - Many students plan to continue their graduate education!
- *Communication of AY 2011-2012 COGS Assessment Report Results to Stakeholders*  
Graduate students are voting members of Graduate Council and GCEC and thus, they are afforded the opportunity to provide feedback to assessment reports and processes the Graduate Student Exit Survey. In addition, COGS assessment results are reported to the Graduate Council, the Council of Associate Deans for Graduate Programs, the HSC Graduate Executive Council and at Dean Komuniecki's Annual Meeting of the Graduate Faculty and the UT Assessment Committee. We would happy to present this information to the GSA. COGS assessment information is posted on the COGS website.

Please contact Dr. Pocotte if you have questions or would like more information. Summaries will be posted on our website.

Dr. Hoss was pleased that the graduate students' responses were very positive and that it is a tribute to graduate faculty. Dean Komuniecki stated that she shared these results with the Board of Trustees emphasizing that our students are doing well and that we have great graduate programs. We also note that many of our international students stay in the area. She informed Council that we data that may assist with department-centric reporting.. Dr. Ruch inquired whether students have opportunity to explain why they are dissatisfied. Dr. Pocotte replied that they can add as many comments as they want and that we use that information to try to problem-solve. Dean Komuniecki also plans to share this information with the academic college deans. Chair Piazza thanked Dr. Pocotte for her report.

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

#### **Report of the Membership Committee**

On behalf of the Membership Committee, Dr. Mohammed Hefzy, committee chair, reported to the Graduate Council that this committee reviewed and approved 50 Graduate Faculty Membership Applications. Report provided below.

<b>GRADUATE FACULTY MEMBERSHIP APPLICATIONS Fall 2012</b>							
<b>College</b>	<b>Full</b>	<b>Associate I</b>	<b>Associate II</b>	<b>Adjunct</b>	<b>Special Status</b>	<b>Returned</b>	<b>Total</b>
<b>Business</b>							
<b>Engineering</b>	<b>1</b>			<b>3</b>	<b>3</b>		<b>7</b>
<b>JHCSHS</b>	<b>2</b>			<b>19</b>			<b>21</b>
<b>Law</b>							
<b>LLSS</b>	<b>3</b>			<b>1</b>	<b>1</b>		<b>5</b>
<b>Medicine</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>		<b>9</b>
<b>NSM</b>	<b>4</b>			<b>3</b>			<b>7</b>
<b>Nursing</b>	<b>1</b>						<b>1</b>
<b>Pharmacy</b>							
<b>Honors</b>							
<b>VPA</b>							
<b>Total</b>	<b>14</b>	<b>1</b>		<b>27</b>	<b>7</b>		<b>50</b>

*Old Business*

None.

*New Business*

None.

*Adjournment*

There being no further business the Council adjourned at 1:50 p.m.