

**Graduate Council Minutes  
September 4, 2012  
12:30 – 2:00 p.m.  
Main Campus, Student Union, Room 2582**

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

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

The meeting was called to order and the roll called. The Minutes of the February 7, 2012, February 21, 2012, March 20, 2012, and April 3, 2012 Graduate Council meetings were approved.

***Executive Reports***

Dr. Nick Piazza, Graduate Council Chair, welcomed Council members to the first meeting of the 2012-2013 academic year. Each member introduced himself/herself. The agenda was reordered to move up the Report from the Graduate Student Association (GSA) so that GSA President, Mr. Joshua Waldman, could begin today's meeting by sharing the GSA's good news.

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

Mr. Joshua Waldman, GSA President, was pleased to report that the GSA is increasing its impact on UT thanks to leadership of the GSA's recent past Presidents, Mr. Michael Bechill and Mr. Thihal Ponnaiyan. In order to have a sustained impact at UT, the GSA knew that a budget increase was critical. During the summer, the GSA leadership, GC leadership and COGS Dean Komuniecki, met with Mr. David Dabney, UT's Chief Financial Officer to request an increased budget of \$154,000 to better serve our students. This new budget is a 408% increase from the previous budget of \$3,600. After Dean Komuniecki completed the required Budget Amendment, the GSA/COGS request was granted by President Jacobs. We are pleased the administration is supporting the GSA body at UT. This will allow us to reorganize ourselves. This new budget will be administered through COGS rather than through Student Government so the GSA no longer has to petition Student Government for funds. The new funding level equates to \$34 per graduate student, which is comparable to other universities in Ohio. The travel budget amount and number of students that can be supported has also increased thanks to our increased budget.

The UT GSA now holds membership in the National Association of Graduate Professional Students (NAGPS) and has access to best practices that will assist in creating guidelines to provide continuity during the transition of officers and will increase national awareness of GSA officers and graduate programs at UT. The UT GSA will be invited to national meetings. In fact, Mr. Waldman has been asked to speak at the national convention held November 1-4, 2012 at Duke University. In addition, UT GSA officers can now serve in regional and national officer positions.

Members of NAGPS are eligible for a health care plan offered through United HealthCare that is, in some cases, half the price of the UT health insurance.

Other news from the GSA is that planning has begun for the 2013 Midwest Graduate Research Symposium (MGRS). The steering committee will hold its first meeting tonight. During this academic year, the GSA constitution will be rewritten and an ad hoc committee will be created to begin working on this. The GSA has a new governance structure wherein each college will have official graduate student reps to the GSA.

Mr. Waldman introduced Ms. Monica McKnight, GSA Vice President, and she announced that the GSA continues to hold meetings of the General Assembly on the third Thursday of the month from 6:00 – 8:00 p.m., alternating between the Main Campus and Health Science campuses. Graduate students are encouraged to become involved with the GSA. Ms. McKnight sought support of Graduate Council members in recruiting graduate students to serve as college/program reps. Mr. Waldman stressed the importance of college/program representatives because they will be allotted dollars to take back to their colleges.

Chair Piazza added that COGS and the Graduate Student Affairs Committee of the Graduate Council should provide assistance to the GSA with its reorganizational efforts. Mr. Waldman agreed that support and guidance is beneficial and that he will continue to work with COGS office through Dean Komuniecki.

#### Report of the Graduate Council Executive Committee (GCEC)

Chair Piazza reported that it was necessary for the GCEC to review and approve a number of program proposals and program modifications over the summer. This action is not unprecedented as the GCEC made similar reviews and approvals in summer 2011. In fact, GCEC approvals are provided for in the Graduate Council Bylaws so that business can be conducted over the summer when Graduate Council (GC) does not meet.

The principal reason there were so many submissions to review and approve was to accommodate the large number of late spring submissions. Many programs were working on tight approval cycles due to accreditation, grant requirements, or market demands. This was especially true of new certificate programs that had students ready to enroll for fall 2012. The GCEC felt it was important to act on behalf of the GC in order to avoid inconveniencing students and to do what we could to improve enrollments.

An itemized listing of course and program approvals is available to GC members. Council was directed to review approved submissions and inform the GCEC of any errors or omissions that should be brought to the attention of the GC Curriculum Committee.

The fact that there was a significant amount of curriculum and program business to conduct over the past two years suggests that this may be the "new normal," and the GC Bylaws Committee should review guidelines for how the GC Curriculum Committee should conduct its business over the summer. Historically, the GC Curriculum Committee has been a nine-month committee. It may be necessary to review how well that is meeting the needs of programs and faculty so that we can make recommendations for future practice.

The GC Membership Committee was also active over the summer. The Membership Committee reviews applications for Graduate Faculty status. The Committee reviews applications, makes a determination as to the appropriate level of status, and then reports decisions to the full GC. A report on the GC Membership Committee's activities will be given later in the meeting by the Committee Chair.

As with the GC Curriculum Committee, Dr. Piazza suggested that the GC Bylaws Committee review the meeting schedule of the GC Membership Committee to determine whether changes to the bylaws are needed to reflect the current realities of how the GC and its committees need to operate.

As reported by Mr. Joshua Waldman, the GSA budget was increased from about \$3,600 to about \$156,000. While much of the credit rightfully goes to Mr. Michael Bechill and Mr. Joshua Waldman, Dr. Piazza also recognized last year's Graduate Council Chair, Dr. Michael Dowd, whose role was instrumental in working with the GSA officers and in its successful outcome. Dean Komuniecki also added that COGS prepared and submitted the necessary Budget Amendment to President Jacobs for his approval.

Dr. Piazza stated that some of the goals of the GCEC for this academic year include:

1. Finish the bylaws update.
2. Broaden the role and recognition of Graduate Council in faculty governance. Faculty Senate (FS) and Graduate Council should function on par and in cooperation with one another. Toward this end, Dr. Piazza wishes to encourage the leadership of Faculty Senate and Graduate Council to meet from time to time to review common interests and purposes.
3. Continue the practice of having different members of the GCEC deliver the Executive Committee report. The GCEC works for the Graduate Council and represents Graduate Faculty. This practice, which started last year under then Chair Michael Dowd, is a great way for GC members to become familiar with their Executive Committee members.
4. The GC has the opportunity to appoint a couple of new members to the Research Council. Chair Piazza will work with FS Chair, Dr. Michael Dowd and Dr. James Trempe to populate that committee. He will also recommend to the GC Bylaws Committee that the procedures for such appointments be specified to avoid future confusion.
5. Populate all standing committees so that they can get underway with business. There are several committees that need to convene immediately. These include Curriculum, Membership, Academic Standing, Program Review, and others. Since vacancies need to be filled as soon as possible, please consider volunteering.
6. Increase communication with the administration. Chair Piazza has already invited Dr. Jacobs, Dr. Gold, and, pending Board of Trustees approval of the new Provost, Dr. Scarborough, to attend a Graduate Council meeting as their schedules permit.

Chair Piazza directed Council to communicate with any of the GCEC members any items for consideration.

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

Dean Komuniecki welcomed Council members to the first Graduate Council meeting of the 2012-13 academic year, many of whom were on campus over the summer and others who were away and have returned for the new academic year. She gave a special welcome to new members. To start the new year, she provided the following updates:

- *Graduation Statistics for AY 2011-12*  
COGS is still clearing students for summer graduation, but to date 1,569 students have been cleared for graduation: 1,076 Master's students, 308 First Professional students (including DPT, DOT, DNP and the JD, MD and PharmD students), 92 Doctoral students, 17 Ed. Specialists and 78 certificates.
- *Admissions/Enrollment*  
COGS handled 3,725 applications (about 140 more than for fall 2011) and accepted ~1,300 students across our two campuses. COGS is still awaiting the census day count, but as of last week, the good news is that Graduate FTE's were essentially flat even though the headcount was down in several colleges: COBI was down 36 students, JHCEHSHS was down 128 and Law was down 51. It is critically important for program admissions review committees to be proactive in their recruitment efforts by reviewing their applicant pools expeditiously. COGS processed several hundred decision pages for fall 2012 in the last two weeks before term! Timely review of applications is critical. Acceptance letters cannot be sent out until the program approves admission on the decision page.

- *Orientations*

COGS welcomed almost 800 students at fall orientation programs: ~500 on the Main Campus (MC), ~ 200 on the Health Science Campus (HSC), and about 100 online to accommodate students whose work schedules prevented them from coming to campus. About 200 students attended the new TA training program on the MC. There was an exciting atmosphere on all of three of those days during the week before term. Dean Komuniecki extended her thanks to everyone who participated in making the sessions such a success. Additionally, she thanked the GSA student panel and the new Faculty/Staff panel participants. She reminded Council that there are three required supplemental orientation modules that all new graduate students must complete; these cover Academic Integrity, Diversity, and Harassment, and all new students have been sent the live links to these modules.

- *Higher Learning Commission (HLC) Accreditation*

During the summer, UT received the final evaluation report from the HLC site team visit to campus back in February 26-29, 2012. The good news is that UT has received continued accreditation and the full HLC report is available on the UT website <http://www.utoledo.edu/accreditation/>. Dean Komuniecki shared a paragraph from the report that comments on graduate education at UT (page 31):

“Support for graduate students in the form of available tuition scholarships, teaching, research and administrative assistantships, paid internships, and travel awards provide students the opportunity to focus specifically on their academic work and research/experiences. Graduate student associations on UT's campuses demonstrate the value that they place on scholarly productivity and the dissemination of their work through their regular sponsorship of graduate research symposia and forums. Publication as a part of doctoral degree requirements, especially within many of the science, technology, engineering and mathematics disciplines, accentuates the emphasis that the institution places on the exercise of intellectual inquiry and scholarly productivity as a part of its educational programs.”

- *New Graduate Programs*

- New BSN to DNP (Doctor of Nursing Practice) program

The Graduate Council approved this new pathway to obtain the Doctor of Nursing Practice degree at UT on February 21, 2012. In June 2012, College of Nursing Dean Gaspar and his team, including Associate Dean Kay Grothaus and former DNP Program Director Dianne Smolen, made an excellent presentation to the Ohio Board of Regents (OBR) Regent's Advisory Committee on Graduate Studies (RACGS) which unanimously approved it and forwarded to Chancellor Petro for final OBR approval. That approval was received in July 2012 and students have already been recruited into that new pathway. Congratulations to the College of Nursing.

- New Ph.D. in Experimental Therapeutics

This program was approved by Graduate Council several years ago and, after receiving initial Program Development Plan approval from RACGS was revised and the Full Proposal submitted to RACGS with a request for expedited approval. In July 2012, RACGS approved the Full Proposal and COGS was notified in late August 2012 that it was approved by Chancellor Petro. Congratulations to the Department of Pharmacology in the College of Pharmacy and Pharmaceutical Sciences, particularly Dr. Bill Messer and Executive Associate Dean, Dr. Wayne Hoss, for all their efforts.

- Professional Science Master's Approvals

COGS was notified by the Council of Graduate Schools (CGS) that both our new Professional Science Master's (PSM) programs have been approved by the CGS PSM Committee. This means that the Master's programs in Physics in Photovoltaics in CNSM and Biomarkers and Diagnostics in COMLS are now authorized to use the PSM logo in their recruitment efforts, and these UT programs are now listed on the National Professional Sciences Masters Association (NPSMA) website. These two UT PSM programs are the first at any public university in Ohio (Dayton and Case Western are private universities with PSMs).

Further, COGS is working with the College of Natural Sciences and Mathematics in their efforts to bring additional new PSM programs forward to GC this year. These include possible PSMs in green chemistry, biotechnology, environmental sustainability and applied math/statistics.

- *Diversity Initiatives Update*

- Graduate Opportunity Assistantship Program (GOAP)

At the last GC meeting in May, the final results of the GOAP awards were not yet known, but the new GOAP cohort was finalized over the summer based on recommendations from the COGS Diversity Committee at the April meeting. Dean Komuniecki was pleased to inform Council of the appointment of 9 new GOAP students: 5 in the Master's of Education program in the Judith Herb College of Education and Health Science and Human Service, 1 MSW student, 1 OTD student, 1 Ph.D. student in the College of Business and Innovation, 1 MSN student in the College of Nursing and one PA student in the College of Medicine and Life Sciences.

- McNair Scholars

COGS has also recruited one new McNair Scholar, Shane Close, who is seeking a Ph.D. in Psychology in the College of Languages, Literature and Social Sciences. He will join the current three McNair scholars in healthcare programs: Quanisha Burnett in the DPT program (JHCEHSHS), Kelly Jackson in the Clinical Nurse Leader program (CON) and Elizabeth Ball in the MPH program (College of Medicine and Life Sciences).

- AGEP Grant

COGS was contacted by Case Western Reserve University to serve as one of 5 partners in a National Science Foundation (NSF) grant for Alliances for Graduate Education and the Professoriate (AGEP) Program to be submitted in October. This NSF program is designed to provide specific funding for the recruitment of under-represented students in the STEM disciplines. COGS has already provided diversity/gender statistics for all STEM programs for the past 5 years, as well as outlining STEM Grant funding and initiatives to support URM recruitment and retention.

- Student Updates

Dean Komuniecki announced that UT welcomed two new graduate Fulbright Scholars this year:

- o Evegney Panchenko from Russia has joined the Master's program in Geography and Planning in the College of Languages, Literature and Social Sciences, and
- o Sukanto Mamada from Indonesia has entered the MS in Pharmacology and Toxicology program in COPPS.

They join the 4 continuing Fulbright Scholars from last year:

- o Christopher Adika from Kenya- a doctoral student in Electrical Engineering in the College of Engineering,
- o Nuraksa Makodian from Indonesia – a doctoral student in Manufacturing and Technology Management in the College of Business and Innovation,
- o Gesnita Nugraheni from Indonesia in the Administrative Pharmacy master's program in College of Pharmacy and Pharmaceutical Sciences, and
- o Aso Rasool from Iraq in the English Master's program in the College of Languages, Literature and Social Sciences.

- *Announcements*

- Professional Development Programs

Information about the upcoming AY 2012-13 COGS professional development programs on the MC and the HSC is now available on the COGS website under the Current Students' link. The topics fall under four key areas: Academic Planning, Career Development, Graduate Writing, and Thesis & Dissertation. There are 19 programs/workshops offered on the MC and 12 on the HSC.

As always, graduate students are welcome to attend any COGS session regardless of program location, and there are several that are only offered on one or the other campus. In particular, please note the additional emphasis on the ETD support programs for graduating students as COGS has now has assigned two staff members on the MC for that specific purpose.

o COGS Staffing

COGS has been in the process of restructuring several staff positions to provide even better graduate student and graduate faculty services. Tammy Oelkrug has been appointed as the Assistant Dean for Academic Affairs and Debbie Andrews has been appointed as the Assistant Dean for Admissions in recognition of their expanding roles in COGS. Ms. Terri Hayes has been promoted Executive Secretary to reflect her responsibilities and role. Also, if you visit UH 3190 you will be greeted at the front desk by Denise Gayer who will be assisting Terri Hayes with graduate faculty projects as well as serving as the new point person for the COGS Fellowships and Scholarship Awards. Jill Cousino is a part-time account clerk assisting Mary Main with the GAPA processing and the GSA's Midwest Graduate Research Symposium and travel reimbursement projects. Lastly, we have almost completed the interviews for the Graduate Orientation and Enrollment Specialist who will take the lead in a variety of enrollment management areas and will work directly with the graduate programs and colleges on new recruitment endeavors. After September 15th, COGS hopes to get permission to replace Ms. Chris Wile who accepted a new post in the medical school admissions area.

o Save the Date

Please hold October 11th from 12:30-1:30pm for the Annual Graduate Faculty Meeting. After a trial of presenting the annual address to the Graduate Faculty in the early spring, the GCEC and Dean Komuniecki decided to return to the previous practice of holding this event in the early fall.

***Information and Discussion Items***

Updates from the Vice President for Research

Dr. James Trempe provided an update on UT's Conflict of Interest policy in compliance with federal regulations. He explained that the public will support research and scholarship if it can trust the people and institutions conducting the work. Over the years, government agencies have developed a spectrum of regulations designed to ensure the integrity of the research process. These regulations cover all aspects of research from proposal development through expenditure of grant funds to final reporting of research and scholarship results. Situations that jeopardize the public trust occur when investigators and institutions fail to comply with these government regulations. The Office of Research and Sponsored Programs (RSP) at UT is responsible for protecting the University and its investigators by insuring full compliance with government regulations. The primary purpose of this "Compliance Update" is to remind the Graduate Council of the need for investigators to work closely with the RSP office throughout the grant and contract process. The secondary purpose of this update is to present our new financial conflict of interest (FCOI) web site that will enable us to be fully compliant with new federal regulations on FCOI.

Dr. Trempe's PowerPoint presentation highlighted:

- Budget, Contract, and Compliance Issues
- FCOI Update – New Federal Regulations
- Grants/Contract Submission
- COI at UT
- 42 CFR Parts 50 and 94
- Significant Financial Interest – definition
- Disclosure Requirements

Information and reporting of The University of Toledo's Conflict of Interest Disclosures is located on UT's website at <https://coi.utoledo.edu/>.

***Standing Committee Reports***

Report of the Membership Committee

Dr. Mohamed Hefzy, Membership Committee Chair, reported that the committee reviewed a significant number of applications in late spring that resulted in three large reviews. During the summer over 70 applications were submitted. These applications are currently under review. After the committee's review, a full report will be given to Graduate Council. An additional 40 applications have been submitted since the start of fall term and those will comprise the next set for committee review.

Report of the Curriculum Committee

On behalf of Graduate Council Curriculum Committee (GCCC) Chair, Dr. John Plenefisch, Curriculum Committee member, Dr. Patricia Relue, reported that the GCCC reviewed a number of proposals during the summer to consider and recommended approval of three certificate programs, one in Child Advocacy, and two in Healthcare and Business with their associated new course proposals; a program revision in the Bioengineering MS degree with one associated new course proposal, and one new course proposal for a Science Practicum from Curriculum and Instruction. The approvals were forwarded to the GC Executive Committee on July 10, July 12, and August 28.

**NEW COURSE PROPOSALS (SUMMER 2012)**

EH	School Psychology, Legal Specialties, and Counselor Education	Advocacy for the Survivor of Child Neglect and Abuse	COUN 6720
EH	Criminal Justice and Social Work	Profession and System Responses for Child Advocacy	CRIM 6710
EH	Criminal Justice and Social Work	Guided Study in Child Advocacy Issues	CRIM 6730
EH	Criminal Justice and Social Work	Perspective on Child Maltreatment and Child Advocacy	SOCW 6700
BU	Information Operations Technology Mgmt	Healthcare Finance	SHBE 5001
BU	Information Operations Technology Mgmt	Healthcare Policy and Law	SHBE 5002
BU	Information Operations Technology Mgmt	Healthcare Information Systems	SHBE 5003
BU	Information Operations Technology Mgmt	Healthcare Marketing and Customer Relationship Management	SHBE 5004
BU	Information Operations Technology Mgmt	Healthcare Process Improvement	SHBE 5005
BU	Information Operations Technology Mgmt	Entrepreneurial Strategic Management in Healthcare	SHBE 5006
BU	Information Operations Technology Mgmt	Foundation for Executive Education in Healthcare Leadership	SHBE 6010
BU	Information Operations Technology Mgmt	Creating Effective Operations	SHBE 6020
BU	Information Operations Technology Mgmt	Healthcare Financial Management	SHBE 6030
EN	Bioengineering	Bioengineering Project	BIOE 6920
EH	Curriculum and Instruction	Science Practicum	CI 6240

**PROGRAM REQUIREMENT REVISIONS (SUMMER 2012)**

EN	Bioengineering	MS Bioengineering Project Option
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**NEW PROGRAM PROPOSALS (SUMMER 2012)**

EH	Criminal Justice and Social Work	Certificate in Child Advocacy
BU	Business and Innovation	Certificate in Physician and Healthcare Executive Development
BU	Business and Innovation	Certificate in Healthcare Business Management Excellence

Dr. Relue presented the recommendations of the Curriculum Committee for the following program revision and associated course modifications. Council approved unanimously.

**COURSE MODIFICATIONS**

EH	Rehabilitation Sciences	Language Development and Disorders: Early Childhood through Adolescence	SLP 6210	Combines two existing courses into one: SLP 6220 content and additional topics are now incorporated into SLP 6210. Title change, catalog description change and increase in credits to reflect content changes.
EH	Rehabilitation Sciences	Adult Language and Cognitive Communication Disorders	SLP 6400	Combines two existing courses into one: SLP 6450 content and additional topics are now incorporated into SLP 6400. Title change, catalog description change and increase in credits to reflect content changes.
EH	Rehabilitation Sciences	Trends in Technology for Communication Disorder	SLP 6550	Additional expanded content is incorporated. Title change, catalog description change and increase in credits to reflect content changes.
EH	Rehabilitation Sciences	Voice and Resonance Disorders	SLP 6600	Additional expanded content is incorporated. Title change, catalog description change and increase in credits to reflect content changes.
EH	Rehabilitation Sciences	Feeding and Swallowing Disorders	SLP 6650	Additional expanded content is incorporated. Title change, catalog description change and increase in credits to reflect content changes.
EH	Rehabilitation Sciences	Rural (Re)Habilitation	SLP 6800	Updating title and course description to better reflect content.

**PROGRAM REQUIREMENT REVISIONS**

EH	Rehabilitation Sciences	Speech-Language Pathology	Programmatic changes: reflect the changes in the course modifications
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***Old Business***

None.

***New Business***

None.

***Adjournment***

There being no further business the Council adjourned at 2:03 p.m.