

## Graduate Faculty Council (GFC)

April 19, 2022

1:30 to 3 p.m.

### Meeting minutes

Present: Alex Galazyuk, Amy Lee, Bernhard Fassl, Erin Franks, Gabbie Frame, Jesse Young, Jodie Turosky, Julie Aultman, Matthew Smith, Natalie Bonfine, Nate Flath, Nicholas Osborne, Rebecca Fischbein, Scott Wisneski, Steven Schmidt, Vahagn Ohanyan, Vivian von Gruenigen, Kelly Shrock, Greg Koman, Chelsea Luli, Lynda McPhail, Phil Jenkinson, Katherine Miranda, Carli Toth, Nona Hose

Guests: Brian Harrell

Absent: Angelo DeLucia, Priya Raman

Agenda Item	Discussion	Action
1. Call to Order		
2. Approval of February 15, 2022, meeting minutes	Dr. Schmidt asked the council if there were any edits or corrections to the minutes. Hearing none, he asked for a motion to approve the meeting minutes. Dr. Turosky made a motion to approve the minutes. Dr. Aultman seconded the motion. The meeting minutes from the February 2022 GFC meeting were approved.	
3. Chancellor's Council on Graduate Studies	Dr. Aultman shared that the last CCGS meeting was cancelled. Several universities had program name changes. She has requested an e-vote for the MAS program's name change and is hoping to hear back soon, the next meeting is in May. Several programs will be discontinued across the state. Enrollment is still down.	
4. Old business a. HLC Update	Dr. Aultman is a part of a sub-committee that is re-writing criterion 3 and 4 for the HLC report. Specific to COGS, there is a lot of information missing. The rewritten version will include the work that has been done and is still happening in COGS, for example, the growth in the number of programs.	
5. New Business a. University Writing Center Update	<p>Brian Harrell shared with the council an update regarding the university's Writing Center. The Writing Center officially opened on February 14, 2022. Student tutoring began on March 22, 2022. In the first month the Writing Center provided 53 individual tutoring sessions which were either 30 or 60 minutes each. One third of its current customers are returning users. Brian shared that a majority of the students have been from the COM. He provided a summary of the number of students who have used the Writing Center, the college students are from, genres of writing, and creating partnerships throughout the university to develop workshops for students. Topics of summer workshops will include how to start a paper/writing assignment..</p> <p>Dr. Schmidt suggested "effective writing of emails" as a topic for a writing workshop.</p> <p>The Writing Center's hours of operation are Tuesdays from 10 a.m. to 10 p.m. and Thursdays from 10 a.m. to 3 p.m.</p>	
b. COGS Faculty and Promotions committee	Dr. Schmidt shared that the COGS Faculty and Promotions Committee has been established. It is a standing committee of	

	<p>the COGS but had not been staffed. Dr. Kris Baughman will chair the committee. Drs. Scott Wisneski, Alex Galazyuk, Natalie Bonfine, Moses Oyewumi, and Joseph Zarconi will serve on the committee.</p>	
<p>c. AMP committee updates  1. AMP policy revision: Mistreatment and Inappropriate Professional Interaction  2. University Academic Calendar</p>	<p>Dr. Aultman presented a university policy revision from the AMP committee titled, "Mistreatment and Inappropriate Professional Interaction". This policy is a mechanism to address situations where employees and students are being mistreated that do not fall under the umbrella of Title IX and bullying.</p> <p>Dr. Aultman also shared the University's 2023-2024 master Academic Calendar updates. Please review the updates and forward any edits or comments to Dr. Aultman or Katherine Miranda.</p> <p>Katherine added that edits are due by July to be posted by September. Once a date is solidified it cannot be changed.</p>	
<p>d. New process for annual course modifications and approvals</p>	<p>Kelly Shrock shared that the COGS will move to a once-a-year course approval deadline, which will be February 15. To help transition to this new timeline/process, the COGS will use Qualtrix software. The COP uses this same software and has found it to be effective.</p> <p>A survey will be sent to course directors. Requests will be sent to the Program Director. Advising committees will review. Final approval by the GFC will be obtained in the October meeting.</p>	
<p>e. May 7, 2022 University Commencement - Scott Wisneski COGS Gonfalon Bearer</p>	<p>Dr. Schmidt reminded the council that Commencement will be held on May 7, 2022. Dr. Scott Wisneski will be the COGS gonfalon bearer. The COGS will confer 37 degrees and eight graduate certificates – a banner year for the college. The breakdown of degrees are as follows:  MAS – 16  MLHSS – 11  MEH – 5  MPH – 1  HSPA – 4  Please attend if you are able.</p>	
<p>f. COGS CAPP Executive Review Committee</p>	<p>D. Aultman shared with the council that historically the COP and COGS had a unified Executive Review CAPP Committee (ERCC). The COP would like to have its own committee. COGS has had one student to date that has needed to go to the CAPP Executive Committee. Membership for a COGS CAPP Executive Committee would require a chair and three faculty members.</p> <p>The council was asked for comments regarding separating form the COP's ERCC.</p> <p>Dr. Galazyuk commented that it would be nice to have one ERCC for all three colleges.</p> <p>Katherine Miranda commented that an individual with an MD should review MD students and a PharmD should review PharmD students. It would be helpful for our strategic plan initiative's people pillar to have one ERCC. This would also be useful for students having to go through the review to have the different perspectives based on disciplines of a diverse review committee.</p>	
	<p>Dr. Schmidt reported that the COGS did very well during the budget process for FY23. Programs that were funded with temporary funds have been moved to permanent university</p>	

	funds for support. With this funding comes expectation of growth in current programs.	
6. Program Reports	Dr. Aultman shared that there are five master's students and four certificate student graduating in May. Enrollment is down within the program. She is working with Greg Koman to market the program.	
a. MEH		
b. MMSC-A	Dr. Schmidt congratulated Nate Flath for a successful White Coat ceremony and open house for the program. Nate reported the open house went well. Eight prospective students attended. All twelve of the current students attended a national conference for Anesthesia Assistants in Florida. The application cycle for next year is now open.	
c. MLHSS	Dr. von Gruenigen is not present because Capstone presentations are in progress currently.	
d. IPM and Research Certificate	Dr. Smith shared that the IPM program is building out an innovation track. There are two new students starting in the Fall from Pharmacy.	
e. MFM (formerly MAS)	Dr. Franks shared there are sixteen MAS students graduating in May that will be matriculating into their M1 year next Fall. Capstone project presentations will be next Tuesday afternoon. The recruiting cycle for the next cohort of students will begin next month.	
f. MPH	Dr. Lee shared that the admission cycle for Fall 2022 has begun. There are many activities happening for National Public Health week.	
g. BMS	Dr. Young reported that the recruitment cycle has ended for BMS. Ten students have been admitted, two of which have already selected NEOMED advisors. Interviews are underway for a new Executive Director of the program. The candidates are all KSU faculty.	
h. Global Health	Dr. Fassl is working to create a curriculum for the program. The focus is to get students ready for upcoming travel to India, Nepal, and Kenya. Currently seventeen students will be travelling.  Dr. Schmidt added that the certificate program will accept enrollment this Fall, and the master's program will accept students next year.	
i. HSPA	There are four students graduating in May. Two students have left the program. The program lost five students due to sun-downing of the program. The online curriculum is set up in NEOMED's Canvas system.	
j. Program Coordinator update	Kelly Shrock shared with the council that a faculty resource page has been added to the GFC Teams site. Grades for Spring semester are due by Noon on May 4, 2022.	
Student concerns	N/A	
The meeting was adjourned.		