

## Graduate Faculty Council (GFC)

October 20, 2020

1:30 to 3 p.m.

### Meeting minutes

Present: Amy Lee, Alex Galazyuk, Angelo DeLucia, Ashley Myer, Christian Ritter, Chris Vinyard, Jodie Turosky, Julie Aultman, Kris Baughman, Matthew Smith, Natalie Bonfine, Sam Crish, Scott Wisneski, Steve Schmidt, Vahagn Ohanyan, Nona Hose, Phil Jenkinson, Kelly Shrock, Greg Koman, Chelsea Luli

Absent: Priya Raman

Agenda Item	Discussion	Action
1. Call to Order	Dr. Schmidt called the meeting to order.	
2. Approval of August 11 and September 9, 2020 meeting minutes	Dr. Schmidt requested a motion for approval of the August 11 and September 9, 2020 GFC minutes. Dr. Baughman made the motion to approve both sets of minutes and Dr. Smith seconded the motion. The minutes were approved.	
3. Chancellor's Council on Graduate Studies (CCGS)	<p>Dr. Ritter shared with the council that the CCGS has decided to meet monthly for one hour instead of every other month. There is still much turnover on the council due, in part, to the fluidity of graduate education. November 13 is the next meeting of the CCGS at which meeting NEOMED's Master of Medical Science in Anesthesia program will be presented.</p> <p>Dr. Ritter reported that at their last meeting CCGS did not approve a program that was on their agenda for review because CCGS perceived there was no enthusiasm from the faculty driving the program. The CCGS rarely does not approve programs. This drives the point that new programs need to be driven by university faculty.</p> <p>Dr. Ritter and Dr. Schmidt met with Chelsea Kirkland from the alumni board to discuss ways to engage COGS alumni. Chelsea would like to survey COGS alumni with a questionnaire titled "Why NEOMED?"</p>	
4. Old business: a. Updates regarding programs under development	<p>Dr. Schmidt provided the council with an update to programs under development in the COGS. The Master of Medical Science in Anesthesia program description is currently posted on the CCGS one drive for review. This degree program will be presented to the CCGS for approval at their November 13, 2020 meeting.</p> <p>Dr. Schmidt has been working with a group of individuals to develop a Master of Leadership in Health Systems Science.. The group includes Janel Koellner, Linda Lawrence, Amy Lee, Scott Wisneski, Chris Ritter and Bill Considine. More details about this program will be forthcoming.</p>	
b. Student Research Symposium update	<p>On November 20 from 2 to 6 p.m. there will be a Student Research Symposium. Dr. Langell will be the keynote speaker. There have been approximately 90 abstracts submitted by students. The steering committee has been reviewing the abstracts and notifications will go out to students regarding their abstract submissions regarding their acceptability. Members of the student interest group, the Committee for Student Clinical Research, will moderate the sessions of short 5-minutes or less presentations.</p>	

c. Program coordinator role update	Dr. Schmidt shared with the council that as of October 1, 2020, some of the COGS' program coordinators' roles were transitioned to a more functional support basis in order to be able to grow the college with its current staffing structure. Kelly Shrock will focus on curricular activities, Greg Koman will focus on recruitment and onboarding of students, and Phil Jenkinson will focus on student success and the business of the college.	
d. Utilization of AIMS for managing the business of the GFC	Dr. Schmidt asked the council how they like using AIMS for review of GFC materials. The comments received from members of the council were positive, indicating it is working well.	
e. Program approval process, electronic workflow capabilities update	Dr. Ritter shared that he met with Deborah Loyet and Jordan Cinderich in the VPAA's office about a month ago regarding electronic workflow capabilities. . Jordan worked with IT to make program approval processes more functional. The university will likely be moving toward implementing a new learning management system called Canvas, which will help with these electronic processes.	
5. New business: a. Health Research Certificate Program proposal	<p>Drs. Smith and Aultman presented a new certificate program proposal to the members of the council titled Health Research Certificate. Dr. Smith shared with the GFC that there has been an increase in demand for student research opportunities at the University. The research certificate program would consist of 14 credits of curriculum that has already been developed through other programs. The students will also be paired with a faculty mentor to do a research project within a specified timeframe.</p> <p>There are 10 required credits and 4 electives. Ideally students will get through the program in one year.</p> <p>Dr. Aultman explained that the curriculum is designed to have flexibility and overlap with COM and COP courses that students can take as credit toward both their professional program and certificate program. Dr. Aultman will also explore ways in which students could be able to earn course credit while receiving a stipend.</p> <p>Questions from the council include:</p> <p>Q - How will the courses be paid for? A – Students self-pay or by the department when the student is paid for through a grant.</p> <p>Q – Do Akron Children's fellows get paid by Akron Childrens? A – Yes, Akron Children's pays graduate tuition for courses.</p> <p>Q – Has the problem of incentivizing faculty to get involved more beyond volunteering their time been addressed? Comment – Faculty are hesitant to teach because of the perceived workload issues by department chairs and/or colleges.</p> <p>A - Dr. Langell is trying to build in recognition of faculty who help develop new programs and participate in coursework in the COGS.</p> <p>Q – Where does the money go to from Akron Children's Hospital? A – It goes to the University.</p>	

	<p>Q – Will the certificate be nationally recognized or just locally? A – it will be recognized by the state of Ohio and the students will be recognized at commencement for having completed the certificate program.</p> <p>Q – Will this be an off-ramp opportunity for the IPM program? A – For the Master’s degree, yes. For the PhD program, no.</p> <p>Q – Do students have to declare they are enrolling in the certificate program during the admissions process? A – Yes</p> <p>Q – Are all required courses offered at least once per year? A – Yes</p> <p>Dr. Schmidt made some editorial comments to the proposal and stated there will need to be a proforma included as well.</p> <p>Dr. Baughman made a motion to approve the certificate program proposal. Dr. Galazyuk seconded the motion. The Health Research Certificate program proposal was approved by the Graduate Faculty Council.</p>	
b. Revision of COGS bylaws	Phil Jenkinson shared that he is working with the VPAA’s office and General Counsel to revise the COGS bylaws in order to be able to appoint faculty in the COGS. The bylaws have been posted on the AIMS site for review by the council.	
c. Constitution of the advisory committees, Appendix G, section 4	<p>Section four of Appendix G is specific to Advisory Committees for each program. There is a requirement for each advisory committee to have an outside committee member. This is hard to accommodate within each degree program. Should we consider revising this requirement to remove the non-NEOMED content expert from the committees? All of the NEOMED-based graduate degree programs have non-NEOMED members on their advisory committees except IPM. Dr. Smith feels that although having a non-NEOMED member would be beneficial, it shouldn’t be mandatory.</p> <p>Dr. Schmidt tabled the issue of mandatory versus non-mandatory to the next meeting for further discussion.</p>	Include this in December GFC meeting agenda
d. Canvas Learning Management System	Kelly Shrock shared that the University has been piloting Canvas for courses this fall and spring. The university is putting together a fast-paced timeline to begin using Canvas by Fall of 2021.	
e. Quality initiative report to HLC	Dr. Ritter shared with the council that he had emailed Deborah Loyet to see where in process the university is with the quality initiative for HLC. Dr. Wisneski said there is a meeting in a couple of weeks regarding the report.	
6. Program Reports		
a. BMS	Dr. Crish reported that he along with the IPM program directors are working to find a way to fund teaching assistants (TAs). PIs are no longer allowed to use grants to fund TAs. They are working with the colleges and will have course directors include the cost of the TAs in their course budgets moving forward.	
b. HSPA	Dr. Wisneski reported that he is working on course modifications within the program and planning for the upcoming admissions cycle.	
c. Ethics	Dr. Aultman was not present to report about the Ethics programs.	
d. IPM	Dr. Smith reported that the IPM program is working to increase marketing and visibility.	

e. MAS	Dr. Vinyard reported that the current students are doing well and he is working to solidify the application process with Greg Koman and Jim Barrett from Admissions.	
f. MPH	Dr. Lee reported strategic planning will begin in 2021 to prepare for a site visit for accreditation in 2024.	
g. Program Coordinators	N/A	
8. Open discussion/comments: continued discussion regarding the exceptional student experience form the June GFC meeting	This agenda item will be moved to the top of the agenda for the December meeting.	Add to December agenda
Adjournment	The meeting was adjourned at 3:00 p.m..	