



Present: *Mathew Smith, Ph.D., Angelo DeLucia Ph.D., Bernhard Fassl M.D, Scot Wisneski Pharm.D., Julie Aultman Ph.D., Vivian Von Gruenigen M.D, Erin Franks Ph.D., Rebecca Fischbein Ph.D., Amy Lee M.D., Natalie Bonfine Ph.D., Nath Flath, Lynda McPhail, Jodie Turosky, RPH, Alexander Galazyuk Ph.D., Nicolas Osborne, Enkhjin Enkhsaikhan, Phil Jenkinson, Kelly Shrock, Greg Koman- Cronauer, Chelsea Luli, Alexander Peralta*

Guest: *Forrest Faison, M.D.*

Absent: *Jesse Young Ph.D., Vahagn Ohanyan M.D., Priya Raman Ph.D., Michael Kempe, Brienne Seekford*

Meeting Minutes

Agenda Item	Discussion	Action
1. Call to Order at 9:00 am	<p>Dr. Aultman entertained a motion to vote. Voted for the first motion was Dr. Von Gruenigen and was seconded by Dr. Lee.</p> <p>None opposed, and the August 2023 meeting minutes were approved unanimously.</p>	Vote
2. Welcoming new student rep.	<p>Dr. Aultman introduced Enkhjin Enkhsaikhan, a second-year student in the CAA program and joining GFC as our new student representative.</p> <p>Enkhjin gave a brief introduction of herself to the group. She will be working alongside Nicholas Osbourne, in forming the Graduate Student Council.</p> <p>Nath Flath and Greg Koman-Cronauer will be assisting in the development of GSC. Mr. Flath will be assisting in advisement and Mr. Koman-Cronauer from the academic standpoint.</p>	Informational
3. Provost Update	<p>There was a brief introduction from the entire group.</p> <p>The provost, Dr. Faison, explains that his office functions to advocate for supporting faculty. This includes activities such as faculty support services, faculty development services, and coordinating faculty activities between the colleges.</p> <p>Dr. Faison mentions as the Colleges continue to grow his focus will be to develop a synchronized and coordinated effort as an overall institution. Providing advocacy for students and all student support services. This all falls under the provost's office. The one-university model is the goal of the provost and of the institution. He also mentions that the growing areas of various programs and colleges is something to be proud of and commends the faculty and staff members who have been working around the clock to make that possible.</p>	Informational



Dr. Faison gives a brief overview of the state and future of healthcare in Northeast Ohio.

Mentions a new center that will be a place where faculty can find support if they choose to use it. It's going to be called "*Center for Teaching Excellence*." Currently, the institution is working to hire a director for that center. Their job will be to support the faculty in all course-related subjects. This will include course design, instructional design, Canvas, etc.

Also, mentions, a new center called "*The Learning Center*." This new center will be used as a support system for all students. This center will be very important for the foreseeable future. One of the new center's many duties will be to recognize students who are struggling within the program and address it head-on. Data will be a major factor as the years progress and as the center becomes well-established. This will give faculty members new insight and better information on how to address certain niche issues that are currently not being addressed.

Dr. Faison mentions that they are currently looking to hire additional staff to be counselors for students and implement them for the learning center. Mentions that the learning center will be growing, and really exciting things will be taking place. These two new centers will be crucial in addressing institutional needs and the fast-paced growth NEOMED is currently seeing. This is a big area of focus for the provost's office. Dr. Faison shifts focus and mentions the Global Health program, how they are currently looking into it, and how it programmatically fits beyond a philanthropic standpoint. And how does it support the priorities of NEOMED? He wants to be able to programmatically set it up, which is the reason for the deep review of the program.

There has been a dip in pharmacy enrollment. That translates to less SSI funding and the institution lives that awarded funding for three years. Dr. Faison gives a brief overview of the general idea of the budget and what he plans to do with it. Dr. Faison gave a very detailed backdrop of how the faculty workload policy came to be. That introduction then led to how NEOMED is a part of the original vision of the Ohio legislature.

4. Workload Policy Cont.

Dr. Faison gives a detailed start on why the workload policy has been implemented. He states that the institution will be taking a "middle-road approach". This middle approach was taken after reviewing similar institution policies across the country, and seeing how other professional schools were managing faculty. Some were more detailed, and others were considerably more flexible when it came to implementing policy. After the initial review, a report needed to be provided back to



the legislature and board of trustees by the end of the year.

In this report, the President is described as seeking a balanced approach to faculty management and credit allocation for various activities. The President conducted a review of existing policies at other universities and identified three main categories: teaching, research, and service. They aimed to establish a consensus on credit allocation for faculty in these categories. Additionally, the President sought faculty input to identify any activities not covered by the existing policies. The report explains that a task force, formed by the University Faculty Committee (UFC), was tasked with collecting and prioritizing faculty input. The goal is to finalize a policy by December, which aligns with a legislative timeline. The report emphasizes that the policy being developed is intended to provide reasonable credit for faculty activities, balancing the needs of faculty members and the university's credibility with the Board. It also clarifies that the focus of the legislative initiative is not to impact the majority of hardworking faculty members but to address concerns about a small group of faculty members drawing full salary and retirement benefits without active contributions to teaching, research, or community engagement. The report aims to create a policy that justifies faculty credit while addressing these concerns. Once a draft policy has been finalized, the Office of the Provost will conduct "lunch and learn" sessions to educate faculty on calculating credit hours, emphasizing the need for a unified approach due to differing methods in other universities. The Provost also discusses the potential to justify resource requirements and compensate faculty who exceed their workload requirements. Once that is complete, his office will be presenting the policy to the Board of Trustees, for a final vote in December.

Dr. Faison directs the conversation toward the state of Mental Health in Ohio, using it as an example. Mentions that NEOMED would like to start a Mental Health Master's Program. The State of Ohio is extremely short in Mental Health Providers as of 2023, 77 out of 88 counties do not have enough mental health providers. It takes, on average, 11 years to create a psychiatrist. Mentions the timeline is extremely long, and by creating this program it may be able to address some of the issues currently faced by Ohio. This example was used to demonstrate that if NEOMED chooses to pursue creating this program, it must be able to create a credible stance with the Ohio Legislature. He states that this workload policy was an exercise in balancing meeting the law, not on the backs of faculty, but doing it in a way that would preserve the credibility of the Board of Trustees with whatever was decided, so that when



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the legislature comes back in a year to look at this policy, it will be credible.

The provost then provides a brief overview of the future initiatives of NEOMED with the workload policy implemented - he delves into the potential benefits associated with the introduction of a new faculty workload policy. It begins by acknowledging the forthcoming establishment of a dental college and the desire to expand master's degree programs. Additionally, the university aims to enhance teaching and mentoring initiatives for its students. He anticipates ample opportunities emerging from these endeavors.

The expansion of academic programs, particularly the new dental college, is mentioned in the context of legislative requirements. The report emphasizes the importance of securing appropriate funding to facilitate these ambitious initiatives.

Two main advantages of the proposed policy are indicated. First, it is underscored that the policy's implementation will help in justifying resource allocation. Second, the report highlights the less-discussed aspect of faculty workload, where some faculty members might be exceeding their prescribed responsibilities. This phenomenon is recognized as an opportunity for compensation, which would motivate and reward faculty who go above and beyond. However, the policy is mindful of the associated resource implications and suggests the need for a balanced approach.

The provost then opened the floor to the group to answer any questions that were discussed in his presentation. In the discussion, faculty members raised concerns about potential unintended consequences of the proposed faculty workload policy. They expressed concerns about how the policy might incentivize or disincentivize certain activities and how it could impact student-centric initiatives.

One concern was related to activities required by external accreditation bodies, such as the LCME, which might involve grading student work. Faculty members worried that the policy might disincentivize such activities if they were not adequately recognized or credited.

Another issue brought up was student advising and support. Some faculty members felt that their efforts in advising students or working with special student groups were not being sufficiently acknowledged. This could potentially lead to faculty prioritizing activities that are more prominently recognized by the policy.



In response to these concerns, the provost acknowledged the need to learn from other institutions' practices. He encouraged faculty members to consult with their peers in the UFC to understand how other universities manage faculty workload policies without disincentivizing important activities.

The provost also emphasized that the policy would be a "living document" that would undergo regular review and adjustment to ensure it accurately reflected faculty contributions and did not inadvertently discourage valuable activities. He acknowledged that the grading of student work and student advising were vital aspects of the university's mission and would be considered in the ongoing policy discussions.

Another point raised by faculty members was that the unique responsibilities of program directors, such as admissions and outreach, might need a review of job descriptions and duties to ensure they align with the new policy. The provost indicates that program director documentation of this will help identify areas where additional faculty or staff may be hired to support the program in a better manner.

5. Dean Update

FIS:

Dr. Aultman introduces Dr. Wisneski as he is part of the new Faculty Information System Taskforce. The reason this task force came to be created is directly from the faculty workload policy and its potential impact on data entry. There were concerns brought up by faculty members, about how much effort faculty might need to put into the new system to keep track of their workload and how well it might integrate with other systems like Envisio. The need for centralizing training requirements and improving the quality of training was also highlighted. The system is still being developed, and further discussion will take place.

COGS Program Flyers:

The creation of a program flyer was introduced as a marketing tool and a way for faculty to familiarize themselves with program names. This tool would help communicate program names more effectively to external audiences and clarify program name changes.

Criminal Background Check:

A discussion was held regarding criminal background checks, particularly for certain types of students. The need for background checks and the associated costs were raised as concerns from faculty. It was clarified that students who do not enter secured lab spaces at NEOMED or clinical settings may be exempt from background checks. Additionally, students coming from



other institutions with their own background checks would not be required to undergo a second check.

First class in MEDIC lab:

It was a little over a year for Dr. Keszenheimer to finally get the program running. However, the first class has now entered, and he provides a brief background and photos are shared. The curriculum currently in place for the current semester centers around the development of fundamental hand skills using basic hand tools. Students are introduced to a diverse range of materials, including metals, wood, and printed plastics. The principal goal of this curriculum is to equip students with the skills required to create preliminary prototypes for their upcoming capstone projects. One of the most encouraging aspects of the program is the high level of student engagement and enthusiasm. Students are actively involved in a project that integrates the skills they have acquired. It is noteworthy that their dedication to skill development is commendable. In the upcoming semester, students will transition to working with more advanced power tools, further enhancing their skill set. It is important to clarify that the primary focus remains on skill acquisition, without the intent of transforming students into professional machinists. The students' genuine interest in the learning process is a testament to the success of this curriculum.

To ensure that the student's hard work is recognized, a capstone presentation is planned for late April or early May next year.

Reminders:

Dr. Aultman goes over all event reminders and encourages faculty and staff to attend.

The next GFC meeting will include course approvals and a discussion about potentially adding a third student representative to better accommodate one-year programs and early assurance students.

Future Meeting Agenda:

October: Course review process and adding a third student representative.

November: Discussion on student accommodations with Dr. Fischbein and Heidi Durr.

December: Holiday party and updates on zero-based budgeting.

6. GSS Update

Nicholas Osbourne provides a brief update. The completion of the required documentation from Brian Butler was indicated and will be shared with the group for further review and approval. Nicholas also mentioned that Nate Flath will be on board as a faculty advisor and Greg Koman-Cronauer be onboard as a staff advisor.