

Graduate Faculty Council (GFC)
May 11, 2015
10 to 11:30 a.m.
Meeting Minutes

Present: Walt Horton, Kathy Benderev, Denise Inman, Chris Ritter, Paul Hartung, Julie Aultman, Gary Meszaros, Yanqiao Zhang, Fayez Safadi, Amy Lee, Nona Hose, guests Heidi Terry and Mary Beth Seith

A motion was made by Julie Aultman to approve the minutes from the GFC meeting on March 16, 2015. The motion was seconded by Yanqiao Zhang and the minutes were approved.

Walt Horton shared that the College of Graduate Studies (COGS) policies that had been previously approved by the GFC had been reviewed and edited by Legal Counsel and will be posted to the website.

Walt opened a discussion regarding the appointment of a new member to the adjunct faculty in the COGS, Jenna Amerine in which there had been questions and concerns from GFC members during the electronic voting procedure. Jenna is seeking the appointment in order to teach in the Research Methods and Statistics certificate program which is currently going through the approval process to become a new program in the COGS. Questions that arose are as follows:

Do faculty members need to have earned a terminal degree? The by-laws do not state that adjunct faculty need to have a terminal degree.

What is the practice of other universities when it comes to appointing faculty before they have taught a course? The College of Medicine at NEOMED required an appointment before the individual teaches.

Who signed off as the program director since the program hasn't officially been approved yet? John Boltri, the department chair for Family and Community Medicine signed off on behalf of Michelle Chyatte, who will be the program director for the new certificate program.

Fayez Safadi made a motion to approve the appointment of Jenna Amerine to the adjunct faculty in the COGS. Denise Inman seconded the motion. The appointment was approved with one abstention.

Denise Inman presented two courses for formal approval by the GFC: Infection and Immunity and Physiological Basis of Medicine. These are courses that have been being taken by students in the IPM program, but have not formally been approved as COGS courses by the GFC.

Physiological Basis of Medicine is a graduate level course in physiology. There is no separate graduate component built into the course as COM and COP students who enter the IPM program receive full credit for the course and it seems unreasonable for a graduate student to have to do an extra component.

Infection and Immunity includes a separate component for graduate students which requires them to compose a paper drawn from primary literature pertaining to the course. The final exam for the graduate students is more content based.

Chris Ritter stated he would like to see an updated syllabus with Angelo DeLucia as the course director for Infection and Immunity.

Julie Aultman asked if COGS has an amendment process or policy for courses whose content has been changed. Walt stated there is nothing formal in the COGS; however, the state standard is 50% or less of the content can be changed without reapplying.

Paul Hartung made a motion to approve both courses and Yanqiao Zhang seconded the motion. The courses were approved.

Julie Aultman presented the program development plan for the Master of Arts in Medical Ethics and Humanities program. Julie shared with the council that when she developed the bioethics certificate program in 2005 with its first graduates in 2009, many community members inquired about a master's program. In addition, the Clinical Ethics course in the Bioethics Certificate program has become a favorite among students and community members.

The master's program will offer students two tracts: Clinical Ethics and Medical Humanities. Students in both tracks will take the Foundations course initially then go into their specific tracts.

A taskforce was formed to determine if a master's program would be good for NEOMED. Clinical and academic partners are on board to support and sustain the NEMED-based program. Questions from the council in regard to the new program are as follows:

Will all students go through a health system or will there be other opportunities? Students in the Clinical Ethics tract will go through a health system, but there will be other opportunities for those pursuing the Medical Humanities tract.

Is the program open to any graduate students? Yes.

Will students shadow physicians? Yes, they will have to have all of the appropriate training before entering the hospital/facility.

Would this degree make a student more marketable or offer more career opportunities? In a hospital setting, yes. The student would have to have a terminal degree for the academic setting.

Will the Bioethics Certificate program still be available for students? Yes, six of the nine credits in the certificate program will transfer to the master's program.

Will students be able to go full time for financial aid purposes? Yes, students need to take nine credits to be considered full time for financial aid.

How has the financial sustainability of the program been assessed? This is an on-going question – but based on the number of students who enter the program. It is expected that the first five years will be building years, then the university should begin to see positive revenue.

Are the financial estimates in section 9 based on total enrollment or just courses taught at NEOMED?
Just NEOMED.

What is unique about this program? We're already ahead of the game in providing health education from a humanities standpoint. This is a more interdisciplinary program and by building a clinical ethics tract with insight in mind of the licensure – it could become nationally recognized.

Can students take courses online? This piece is being worked on now.

Walt Horton explained to the council that the PDP is the first step in the approval process here at NEOMED. The PDP will go from the GFC to the office of the Vice President for Academic Affairs and then on to the Council of Deans for approval. The GFC should base their decision for approval on whether or not the PDP has the curricular/academic content to be considered a master's degree.

Other questions raised are as follows:

What if the GFC said no – then what? The PDP would not receive the endorsement of the GFC and would go back to the author for revisions.

Will the GFC be able to see the full proposal? Yes.

A motion was made by Amy Lee to endorse the program development plan for a Master of Arts in Medical Ethics and Humanities program in the COGS at NEOMED. Chris Ritter seconded the motion and the endorsement was approved.

Heidi Terry and Mary Beth Seith from Enrollment Services joined the GFC for the final agenda item regarding a policy for non-degree students in the COGS. Walt Horton opened a general discussion.

Julie Aultman asked if the wording regarding transfer credits could be tweaked as nine credit hours is the entire bioethics certificate program. Julie also stated a concern that students who could have done the coursework and want a certificate but are missing the advisement piece of the program. Heidi and Mary Beth agreed that a disclaimer could be added to address number of credits transferred for certificate programs. Heidi also stated that pre-requisites could be utilized as well that could state the individual must be a degree-seeking student.

Walt Horton also stated that there is no guarantee that courses taken as a non-degree seeking student will be transferred/accepted. Applicability of courses will vary by program.

There are still several processes that need to be worked out with regard to this policy, i.e. course registration, fees, application process. Approval of the policy could be given and then the processes could be worked out. Mary Beth and Heidi will work to revise the policy with the discussed concerns and then an electronic vote will be conducted.

The meeting was adjourned.