

Graduate Faculty Council (GFC)  
July 14, 2015  
2 to 3:30 p.m.  
Meeting Minutes

Present: Chelsey Bruce, Alex Galazyuk, Werner Geldenhuys, Paul Hartung, Walter Horton, Denise Inman, Amy Lee, Chris Ritter, Doug Snyder, Yanqiao Zhang, Nona Hose

A motion was made by Paul Hartung to approve the minutes from the GFC meeting on May 11, 2015. The motion was seconded by Amy Lee and the minutes were approved.

Walt Horton thanked those who served on the NCA Progress Report Taskforce. The taskforce was convened with the intent of providing a report to the NCA that would have been due by July 1, 2015. However, when the HLC decided that the report could be included as a piece of the report from the university as a whole, the taskforce decided to stay on target for the July 1 deadline and prepare the report for the dean of the College of Graduate Studies (COGS) to review before adding it to the final document from the university. Amy Lee stated she would like to thank Margarita Kokinova for keeping the taskforce on task.

Chris Ritter shared there are some on-going challenges to be addressed as a result of the taskforce's report. The IPM program will continue to move forward and be further developed; the addition of a course auditing policy for the COGS which will be discussed in this meeting today; and the restructuring of the COGS website which is the next agenda item.

Chris shared page 10 of the taskforce's report regarding the suggested format of the website and asked for suggestions. Although website design is currently on hold due to staffing shortages in the Marketing and PR department, suggestions were made by members of the council in regard to the design. Move the Dean's Welcome to the top of the page, then programs, faculty and student directories and then the by-laws. Links to the student handbook, calendar, graduation information, etc. would be helpful.

Walt asked that members of the GFC review what is currently on the website to check for accuracy of the information.

Walt provided the council with an update regarding the COGS Strategic Plan. Phase I of the plan included information gathering, conducting surveys and working groups. Phase II entailed creating a strategic plan. Phase III will consist of turning the strategic plan into action steps that will be used to carry it out. The four goals of the strategic plan are as follows:

1. Strategically integrate and align our graduate program support infrastructure
2. Enhance existing programs through professionally relevant learning models
3. Grow enrollment and develop new programs by marketing our value and engaging internal and external stakeholders
4. Enhance the NEOMED research portfolio

Think of and suggest colleagues who may benefit from being a part of this process .The GFC is not the owner of the process, but members have a vested interest in the plan.

The agenda was moving ahead of schedule so the council skipped to item six as Mary Beth Seith from Enrollment Services was scheduled to come to speak to item five.

Walt thanked the members of the Program Review Subcommittee for their work on the Bioethics Certificate program review.

As chair of the subcommittee, Paul Hartung shared information regarding the process and the report. The report is the first of its kind in the COGS. The subcommittee reviewed the self-study report submitted by Julie Aultman, program director of the Bioethics Certificate program. The subcommittee interviewed specific individuals relevant to the review – with the exception of the dean of the COM and department chairs.

Items of interest that arose from the review are as follows:

- Sustainability of the program – there is one program director, minimal faculty and no succession plan.
- Masters of Humanities and Ethics Program – Bioethics Certificate is a good introduction and foot in to this degree program.
- Infrastructure of the university needs to be more supportive of the program
- Student evaluations were outstanding.

Paul also reported that the process was smooth. The timeframe for the review was late February through May. He also thanked the subcommittee members for their work.

Walt informed the GFC that the final report was shared with Julie Aultman. She has written a response document. The committee has done their job, now the report will move into the dean's office to be reviewed by the Council of Deans and the VP for Academic Affairs.

The cycle for review of the other COGS programs is as follows: MPH, IPM, and then HSPA. According to the timeline for program reviews, the next program would be informed of its review in July and this has been done.

Amy Lee opened a discussion about creating a course auditing policy for the COGS. She shared with the council that she received an email from a fellowship director at Akron Children's Hospital inquiring about one of their fellows being able to audit a course here.

Mary Beth Seith joined the council for this agenda item. She shared that both the COM and COP have policies that do not allow course auditing; however, there is no history of discussion stating the COGS would not allow it. The topic was deferred to later discussions.

Doug Snyder stated that for COGS it makes good sense for students to be able to audit courses. COM and COP students may want to take specific courses but are turned off by the additional coursework/exams. It would be beneficial financially as well.

Students will pay the same fees as a grade-seeking student. The instructor/course director would determine the level of participation expected of the auditing students. The same university processes apply for dropping and adding the course as well for auditing students.

Mary Beth will distribute 5 or 6 policies from partner universities to the council for review. The GFC will formulate a policy from the college level, then program and directors can adjust accordingly.

The meeting was adjourned.