

Graduate Faculty Council (GFC)  
November 17, 2015  
2 to 3:30 p.m.  
Meeting Minutes

Present: Chelsey Bruce, Amy Lee, Terrilyn Richardson, Denise Inman, Julie Aultman, Paul Hartung, Chris Ritter, Walt Horton, Nona Hose

A motion was made by Julie Aultman to approve the minutes from the GFC meeting on September 17, 2015. The motion was seconded by Denise Inman and the minutes were approved.

Walt Horton shared with the GFC that the new COGS/Infrastructure Subcommittee will meet for the first time on December 15, 2015 and will be on-going meeting bi-monthly. The subcommittee will be comprised of the COGS program directors, executive directors from Enrollment Services, Student Affairs and Faculty Relations, as well as a representative from the departments of Finance, Information Technology and Academic Technology Services.

Walt presented the COGS Strategic Plan to the members of the council and asked them to review it from the standpoint of how it relates to the function and role of the GFC. The strategic plan presents four goals that have been developed for the COGS to achieve over five years. The GFC will be the facilitating entity for achieving goal A which is to strategically integrate and align the graduate program support infrastructure.

Julie Aultman commented that some areas of infrastructure treat COGS as an equal college to COM and COP and try to meet the needs of all three colleges equally. However, a snowball effect happens when other support departments don't give the COGS the same priority for various reasons – i.e. lack of staff, lack of resources, increases to COP and COM.

Paul Hartung commented that the COGS/Infrastructure Subcommittee would be the key to addressing Goal A.

Julie Aultman commented that if Goal A doesn't happen, then B, C and D can't happen.

Denise Inman asked if the GFC use other channels to be able to support getting more staff for Enrollment Services since they have been understaffed for quite some time.

Walt suggested the GFC send a memo to the budget committee informing them that the issue has been recognized that there needs to be more support for the COGS.

Strategic Goal B is to enhance existing programs through professionally relevant learning models. How is the GFC able to influence in a positive way, the learning/delivery phase?

Denise stated that when courses come up for approval, the GFC can help/advise the program directors to deliver their curriculum in a professionally relevant way.

Walt Horton commented that the GFC is in a position to advise course development. All things related to new programs and courses funnel through the GFC. The state is going to begin requiring us to monitor enrollment numbers. Currently no course at NEOMED is considered under-enrolled.

Walt shared with the council that a cohort of adjunct faculty terms have been renewed through his office based on the process approved by the GFC.

Amy Lee presented a new course for Spring 2016 titled Field Epidemiology. The course was developed by Jana Rush and Margo Erme. It is a three credit hour elective for the MPH program that will be offered once a year. MPH students are required to take three electives in their first year. There is a foundational epidemiology course in existence that is required for students. The new course is a hands on course that addresses what an epidemiologists in the field does. There is a required textbook.

Amy Lee made a motion to approve the course. Denise Inman seconded the motion and the course was approved.

The meeting was adjourned.