

## Graduate Faculty Council (GFC)

February 18, 2020

1:30 to 3 p.m.

### Meeting minutes

Present: Amy Lee, Alex Galazyuk, Angelo DeLucia, Ashley Myer, Christian Ritter, Chris Vinyard, Julie Aultman, Kris Baughman, Matthew Smith, Natalie Bonfine, Sam Crish, Scott Wisneski, Steve Schmidt, Stacey Schneider, Vahagn Ohanyan, Nona Hose, Phil Jenkinson, Kelly Shrock, Greg Koman, Chelsea Luli, Guest: Eunice Reyes (COGS Intern)

Absent: Jennifer Gay, Moses Oyewumi, Priya Raman

Agenda Item	Discussion	Action
1. Call to Order	Dr. Schmidt called the meeting to order.	
2. Introduction of Chelsea Luli and Eunice Reyes	Dr. Schmidt introduced Chelsea Luli, COGS program coordinator for the MPH program and Eunice Reyes, COGS student intern. Chelsea and Eunice introduced themselves to the council members	
3. Approval of November 20, 2019 meeting minutes	Dr. Schmidt requested a motion for approval for the November 20, 2019 GFC minutes. Dr. Baughman made the motion to approve the minutes and Dr. Crish seconded the motion. The minutes were approved.	
4. Chancellor's Council on Graduate Studies (CCGS)	Dr. Ritter reported ongoing topics of discussion by the CCGS. These include micro-credentialing certificate programs, MS versus MA degrees. He also shared that David Koonce from Ohio University is the new chair of the CCGS.	
5. Old business: a. Dual Enrollment Advisement policy	Phil Jenkinson presented the draft policy dual-enrollment advisement of students to the council. The policy outlines how the COGS plans to achieve advising students who are dual-enrolled in more than one program. The policy is not meant to be punitive, but rather to be supportive of the students and to help them achieve success in the programs in which they are enrolled.  Concerns from council members included the following: Will program directors be notified when it is discovered that students are struggling in one or more of their programs? (Yes); Does the advisement plan require involvement from the professional schools? (The advisement staff in the Student Affairs' Learning Center will take on the role for the professional schools); Course directors do not know which students are dual-enrolled? Can this information be made available to them? (The Registrar's office tends to err on the side of caution when it comes to FERPA, but Phil Jenkinson will contact the Registrar to verify if it is OK for course directors to know which students are dual-enrolled.)	Phil will report back to the GFC with a revised policy draft after talking with the Registrar.
b. COGS CAPP Executive Committee graduate faculty delegate.	Dr. Schmidt reported that Dr. Jaclyn Boyle from Pharmacy Practice has been appointed to the COGS CAPP Executive Committee as a graduate faculty delegate.	
6. New business: a. Graduate Student Research Symposium	The program coordinators shared a save the date post card with members of the council for the Graduate Student Research Symposium. The even will take place on April 21, 2020. Members of the GFC were asked to encourage the graduate students they work with to participate in the event. Student presentations will be from Noon to 4 p.m. with a 30-minute social time with refreshments and Dr. Langell will present his research at 4:30 p.m.	Eunice Ryes, the COGS student intern is organizing this event.

<p>b. New Program: Graduate Certificate in Regulatory Affairs and courses</p>	<p>This agenda item was removed. The program needs to be vetted more before it comes to the GFC for endorsement. The program is unique in that it is not percolating up through a faculty member in the COM or COP. It is a developed set of lectures/courses, completely online and Elliot Reed would act as the course director for them. The course materials are free for use by the University in exchange for the hope of developing a qualified pool of job candidates in the region.</p>	
<p>c. New policy: COGS Program Director Stipends</p>	<p>Dr. Schmidt presented a new policy for program director stipends. This policy has been being discussed for a while. The policy has been reviewed and endorsed by the VPAA's office as well as General Counsel. The policy will provide program directors a stipend to be used at their discretion as an incentive for the work they do in the COGS. The amount of the stipends will be the same across the programs and will be paid one-time annually. Dr. Schmidt would like to pay the initial annual stipend to program directors this Spring. If the individual is not at NEOMED for a full year, the stipend will be pro-rated. The university will fund the annual stipend after the initial one is paid out. Dr. Crish made a motion to approve the new policy, Dr. Wisneski seconded the motion. The policy was approved with one abstention.</p>	<p>Nona will send policy to General Counsel for posting on the policy portal.</p>
<p>d. New course for MEH: Narratives of Disability and Embodiment</p>	<p>The large Foundations course in the MEH program is going to be split from one six-credit course to two three-credit courses. The Narratives of Disability and Embodiment is a one-credit course that will fill a gap in the Humanities tract. The course will focus on the various elements of disabilities. A motion was made by Dr. Lee to approve the course. The motion was seconded by Dr. Crish. The course was approved.</p>	<p>Phil Jenkinson will send course approval form to the Registrar's office.</p>
<p>e. CAPP-COGS policy revision</p>	<p>Dr. Aultman informed the council that after a large group of COGS students went through the CAPP-COGS process it was discovered that the GFC-approved policy and the Compass were not congruent. Among other discrepancies, there is a gap in how the dean is to be informed of students who need to be invited to CAPP. The policy was reviewed and vetted by faculty who currently serve on the CAPP-COGS committee and revisions were made. Notifications to students will be made in a timelier manner and will be more inclusive to include program directors and the dean of the COGS. The Registrar's office notifies the students of their need to attend CAPP. A motion was made by Dr. Baughman to approve the policy revisions. The motion was seconded by Dr. Vinyard. The revisions to the policy were approved.</p>	<p>Policy revisions need to be sent to General Counsel for posting on the policy portal.</p>
<p>7. Program Reports a. IPM</p>	<p>Dr. Smith reported that the application deadline for Fall has passed. There are ten applicants for Fall 2020, two of whom are international students and three are currently enrolled in professional programs. The program is also developing a plan to manage six to eight-week experiential internships for students.</p> <p>Dr. DeLucia asked how many students can and will be accepted into the program. Dr. Smith explained that there will likely be five or six, but he will have a better knowledge of that once faculty review the applicants. Faculty availability to advise students will be a factor as well.</p>	
<p>b. MAS</p>	<p>Dr. Vinyard shared that this is the students' last week of medical school classes; then they will be working on their Capstone projects. Next year's curriculum is still unknown with the changes to the COM curriculum development. The program is currently holding off on student recruitment until the curriculum is further defined.</p>	
<p>c. MPH</p>	<p>Dr. Lee reported that CEOMPH is now a member in the Schools</p>	

	of Public Health Application Service (SOPHAS) which is an enrollment program that allows students to apply to many MPH programs at the same time. Dr. Lee shared that she is embarking on the possibility of offering certificates through the MPH program. The rationale is that some students start the program and don't finish before their residency, at which point it is very difficult to finish. These students would be able to receive a certificate for the work they were able to complete. National Public Health Week is the first week of April. Dr. Lee will be attending a conference in San Antonio, TX to present a visually-based competency assessment.	
d. BMS	Dr. Crish shared that the main focus of the BMS program currently is Interview Weekend. Fourteen applicants have been invited to attend the event and will be on NEOMED's campus Friday, February 28, 2020. The BMS graduate program committee is also continuing to formalize processes and policies.	
e. HSPA	Dr. Wisneski reported that the HSPA program is in the midst of its program review. He has received requests from the program review committee. Interviews with stakeholders will begin mid-March. The program is in the early phase of the admission process. He and Kelly Shrock will interview students at the Cleveland Clinic Foundation. The program will admit three new students this Fall. The shared service agreement with Kent State University expires in May 2020. Dr. Wisneski is working to renew the agreement.	
f. Program Coordinators	The coordinators reminded the GFC that new courses for Fall 2020 will need to be approved at the next GFC meeting in April. Next year, <u>all</u> courses for the entire academic year will have to be approved by February 2021.	
Additional item of discussion – AA Degree Program at NEOMED	<p>Dr. Schmidt shared with the council that Dr. Langell has expressed interest in developing an Anesthesiologist Assistant program at NEOMED. Anesthesiologist Assistants are not licensed in all fifty states, but they are in Ohio. Case Western Reserve University educates approximately 1/3 of these students. The basic sciences curriculum is very similar to that of a P1-level Pharmacy student. Dr. Schmidt is reviewing the possibility of developing this program very carefully. As a result of initial conversations, there is some interest from Akon Children's Hospital to be involved in the development of the program. NEOMED will need to recruit a program director who will need to be an active Anesthesiologist Assistant with administrative responsibilities.</p> <p>In addition to Anesthesiologist Assistants, there are also Pathologist Assistants and Radiologist Assistants. This could develop into an opportunity to build a portfolio of specialty physician assistant programs should we choose to go down this path.</p>	
	The meeting was adjourned.	