

Graduate Faculty Council (GFC)

July 17, 2019

1:30 to 3 p.m.

**Meeting minutes**

Present: Alex Galazyuk, Amy Lee, Angelo DeLucia, Ashley Myer, Christian Ritter, Chris Vinyard, Jennifer Gay, Kris Baughman, Scott Wisneski, Steve Schmidt, Nona Hose, Phil Jenkinson, Kelly Shrock, Greg Koman

Absent: June Yun, Natalie Bonfine, Stacey Schneider, Sam Crish, Denise Inman, Julie Aultman

Agenda Item	Discussion	Action
1. Call to Order	Dr. Schmidt called the meeting to order and introduced the two student representatives to the GFC for 2019-2020. Jennifer Gay from the BMS program agreed to renew her term for another year. Ashley Myer will be a M2 this Fall.	N/A
2. Approval of May 15, 2019 meeting minutes	Dr. Wisneski made a motion to approve the minutes from the May 15, 2019 meeting. Dr. Galazyuk seconded the motion.	Minutes approved.
3. Chancellor's Council on Graduate Studies (CCGS)	<p>Dr. Ritter shared that the next meeting of the CCGS is Friday, July 26, 2019. He will not be able to attend so Phil Jenkinson has been asked to attend the meeting in his place. Several programs will be reviewed at the meeting.</p> <p>The need for clarification of degree types across the state: MA vs. MS vs. professional Master's degrees continues to be an issue for the CCGS.</p> <p>The CCGS' Annual Retreat will take place in Maumee State park in October. The group has decided to have it at a different location each year.</p> <p>There has been discussion about students being invited to the CCGS meetings in the future.</p>	
4. Old business: a. MPH program review update	Dr. Schmidt provided an update of the MPH program review. The year-long process has almost been completed. Drs. Ritter, Schmidt, Lee and Kokinova have met with Dr. Gershen and reviewed the recommendations of the program review committee. The review was very positive. The MPH program is a strong program with strong support from its accrediting organization and it is positively impacting our students. The next step in the process is to create a communication plan of action to address concerns of the review committee.	
b. Presidential Taskforce for COGS update	Dr. Schmidt reported that the Presidential Taskforce for COGS is a result of an initiative from the President's Office, focusing on faculty workload for those faculty members who are contributing to the COGS and how the university supports the growth of the College. The taskforce has been looking at peer institutions to see how they support graduate studies, specifically at the Medical University of South Carolina. The taskforce has also taken a deep dive into the finances of the College. The group will create a report of its findings.	
c. ASHP Pharmacy Leadership Academy transfer credits for HSPA	Dr. Wisneski shared information about a leadership program through the ASHP. 10% of these students go on to complete a master's degree in this area. Other universities allow between 6 and 10 transfer credits from the leadership program to go towards the master's degree. Dr. Wisneski has reviewed the program and its curriculum and feels there are five credits that	Kelly Shrock will work with Dr. Wisneski to revise the COGS' transfer policy to be able to accommodate the transfer of these

	<p>could transfer into the HSPA program. This is an opportunity that he would like to extend to individuals who have completed the ASHP Pharmacy Leadership Academy's program.</p>	credits for the HSPA program.
d. Combined award ceremonies follow up	<p>Jen Gay shared with the council that she emailed COGS students regarding ideas for awards ceremonies and/or social activities. She did not receive any responses from her email. She then asked students face-to-face about participating in activities and the consensus is something on campus during the day would be the most beneficial and more likely to be attended.</p> <p>Emily Plyler suggested having students' scientific artwork on display in the RGE building. PR and Marketing may need to assist in a project like this. Jen Gay will contact Jared Slanina and/or Elaine Guregian in the OPRM to discuss possibilities.</p> <p>Dr. Schmidt suggested the COGS coordinate an end of year celebration or beginning of year welcome event. Dr. Lique Coolen at KSU has much experience in graduate student engagement. She could be invited to speak to students and faculty.</p>	<p>Nona will email Jen Jared and Elaine's contact information.</p> <p>The COGS Program Coordinators will work together to set up an event.</p>
e. COGS Appendix G	<p>Dr. Schmidt provided an overview of the contents of Appendix G to the council. Kelly stated it was mentioned that the definition of advisory committee needs to be added, but we should check first with General Counsel to see if this is necessary. The council had no concerns with Appendix G and Dr. Kris Baughman made a motion to approve the draft. Dr. Wisneski seconded the motion. The draft was approved and will be sent to General Counsel.</p>	<p>Nona to send the approved draft of Appendix G to General Counsel for final approval.</p>
f. Program Review policy	<p>GFC members received a copy of the revised policy for Program Approval in their packets for review prior to the meeting. A motion was made by Dr. Baughman to accept the changes to the policy as written. The motion was seconded by Dr. Galazyuk. The revisions to the policy were approved.</p>	<p>Nona will send the approved revised policy to General Counsel to review and post in the policy portal in the website.</p>
g. BMS program MOU status update	<p>Dr. Schmidt informed the council that he and Drs. Ritter, Crish and Raman met with Melody Tankersly, Ernie Freeman and Jim Blank to discuss the agreement/MOU for the BMS program at Kent State University. The revenue model was explained better regarding how the funding model is designed. There will be no financial revisions in regard to NEOMED. An annual report will be generated which has never happened in the past.</p>	
5. New business:		
a. Recruitment of IPM Program Director	<p>Dr. Schmidt shared with the council that he is in process of defining the leadership of the IPM program. An announcement will be made in regard to that in early August. He anticipates there will be two co-directors, one from COM and one from COP.</p>	
b. COGS Strategic Plan initiative: increase student clinical opportunities	<p>Dr. Ritter shared that in the COGS strategic plan that spans 2015-2020, many of the elements have been completed., while some are still outstanding. Phil Jenkinson stated that the particular initiative to be discussed today was called out by the Higher Learning Commission (HLC). The HLC stated in its report that it is unclear how students in the COGS participate in and serve the community.</p> <p>Dr. Lee shared that the COGS should have MOU's in place with clinical sites where students do projects in local hospitals – this would both be beneficial to the MPH program and it would help to fulfill this goal.</p>	<p>Members of the council were asked to send lists and documentation of community service</p>

	Jen Gay shared that the Hearing Group does community activities and Lisa Cooper works with local schools. Things may be in place already that just aren't known about.	and outreach activities to Phil Jenkinson.
c. Revised transfer credit policy (see "c" under old business)	This policy revision is not ready to be voted on at this time.	
d. Late assignment statement for COGS syllabus template	Dr. Wisneski shared the need for a consistent process/policy regarding late assignments in the COGS. Currently, late assignments are left to the discretion of the course directors. A motion was made to include a late assignment statement as appropriate as a part of the COGS syllabus template by Dr. Baughman. The motion was seconded by Dr. Galazyuk. The inclusion of a late assignment statement in the COGS syllabus template was approved.	A statement will be added to COGS syllabus templates as appropriate regarding late assignments.
6. Program Reports	Updates to the BMS program were shared above in agenda item 4 g.	
a. BMS		
b. HSPA	Dr. Wisneski shared that the entire HSPA program will move to online this Fall and under the direction of the VPAA he will be developing a quality initiative for the HLC.	
c. Ethics	Dr. Aultman shared that Summer II classes start today. There are five Master's students starting in the Fall for a total of 32 altogether.	
d. IPM	Matthew Smith is developing three online courses for the IPM program.	
e. MAS	Dr. Vinyard shared that five students have accepted for Fall.	
f. MPH	Dr. Lee thanked everyone who was involved in the program review process for the MPH program. Five students have accepted for Fall and two more are pending. There were 40 students in attendance at the MPH Spring celebration on the Nautica Queen.	
g. Program Coordinators	Kelly Shrock reported that the University is switching to a new survey software called Qualtrex. Every faculty, staff and student will have access to it.	
7. Open discussion/comments	<p>Dr. Delucia asked if the buyout of Summa by Beaumont will affect any of the programs here. Dr. Schmidt stated it is too early to determine if or how this will pan out.</p> <p>Dr. Vinyard shared that graduate students are interested in taking components of courses and that a longer conversation at a later date is needed to discuss this.</p> <p>Dr. DeLucia asked if the Microbiology course can be reinstated?</p>	
	The meeting was adjourned.	