

Graduate Faculty Council (GFC)

May 15, 2018

1:30 to 3 p.m.

Meeting minutes

Present: Alex Galazyuk, Assraa Jaboori, Christian Ritter, Chris Vinyard, Denise Inman, Emily Hazlett, Fayez Safadi, Gary Meszaros, Julie Aultman, Kris Baughman, Natalie Bonfine, Stacey Schneider, Steve Schmidt, Scott Wisneski, Yanqiao Zhang, Nona Hose

Agenda Item	Discussion	Action
1. Call to Order	Dr. Schmidt called the meeting to order.	N/A
2. Approval of March 14, 2018 meeting minutes	Dr. Safadi made a motion to approve the minutes with minor corrections. Dr. Aultman seconded the motion.	Minutes approved.
3. Old business: a. IPM Program Review update	Dr. Schmidt provided an update of the IPM program review. The program review is continuing. The review committee submitted its final report on April 17, 2018. Thank you to those on the GFC who participated in interviews during the review. Dr. Hans Thewissen served as the chair of the committee. Strengths and weaknesses of the program were identified based on the self-study and the work done throughout the review process. Dr. Inman is preparing a response to the program review committee's report. Dr. Gershen is enthusiastic and committed to the continued success of this program. The scope of this work is for internal purposes as well as a requirement of the CCGS to conduct reviews periodically. This is a 7-year review. Dr. Schmidt shared that he is very pleased with the review and the process.	.
b. Online course delivery update	Online course delivery is in the final stages. NEOMED is getting ready to implement the agreement with Kent State University to execute the delivery of courses online through blackboard for the HSPA program. It has been a very positive experience working with KSU which may open an opportunity for further collaborations for online delivery across the university. NEOMED has entered a two-year relationship with KSU.	
c. Modern Anatomical Sciences program update	Yesterday the team figuring the MAS program lead by Dr. Chris Vinyard was presented to the Leadership Team. The Leadership Team provided very positive a very positive response and the endorsement to move ahead with the full proposal. There will need to be some "niggling" with the financial properties of the program yet. This process is the beginning of a cost center to the university, which is a new way of thinking for the University. Dr. Galazyuk raised a question regarding the new program: Will the faculty receive compensation for teaching in the program? Dr. Schmidt stated the department and college will receive funds as a result of the program, but he's not sure how the funds will be used. Offer letters for new faculty should include language about expectations of graduate education.	
d. COGS bylaws update	Dr. Ritter provided the council with a brief update regarding the COGS bylaws. There have been many changes to the things we do as a college, including graduate faculty status, reviewing new programs, and review of current programs. Large sections of the bylaws need to be edited and reviewed. The GFC will receive more information as these sections are edited.	

e. Faculty status revision proposal update	Dr. Inman provided an update regarding faculty status revisions. She is working with faculty relations to refine the definitions for a new faculty appointment process. It is moving forward but there is still work to be done.	
f. Student representatives nominations	<p>Dr. Ritter shared that he had spoken with Emily Hazlett, a current student representative to the GFC about replacing herself on the GFC when her term expires in July. Emily states that she has spoken with Dr. Sam Crish and others and they have agreed that Jennifer Gay will replace her on the GFC beginning with the September 2018 meeting.</p> <p>Dr. Ritter suggested a student who is currently working in the Psychiatry department and is a bioethics student, Prabhsimran Batra. A second choice, should Prabhsimran not be able to serve, is another student from bioethics named Sam.</p>	
g. Follow up to strategic plan goal 5, action step 3	<p>Emily Hazlett presented the council with concern of a lack of clear direction and process for students who are applying for an F31 award. The process is not well communicated and is tedious at NEOMED. Perhaps orientation materials could be created that lay out a steps and material required for applying, including steps specific for applying through NEOMED. NIH has materials available but they are hard to read and get through.</p> <p>Emily shared that each time a student applies for a grant they are discovering the process for the first time. The Kual interface does not provide clear instructions. The action step of the goal states “to be a resource” for getting these grants.</p> <p>GFC members questioned the role of the students’ advisors. Dr. Inman stated the advisor should be working with the student as they apply. Dr. Vinyard stated that the advisor should be the liaison for the student with both NIH and the NEOMED system. Dr. Fayez suggested training be developed for both faculty and students.</p>	Nona will set up a meeting with Emily, Rebecca Hayes, Amanda Lindsay and Dr. Jeff Wenstrup to discuss the grant application process for students.
4. New business: a. New course for MEH: Pediatric Ethics	<p>Dr. Aultman presented a new course for the MEH program titled Pediatric Ethics. The 3-credit course will be taught by Jill Bradisse from Akron Children’s Hospital. Bioethics students enjoyed a component of the course titled Primary Care Ethics that was based on pediatrics, so this section was pulled out and created a separate course on the topic. There is a required textbook for the course and grading will be based on papers.</p> <p>Dr. Inman raised a question regarding the documentation of minutes of instruction equaling 3 credit hours. Dr. Aultman shared that she was instructed to take out the online content. The course will be a hybrid consisting of two hours of face-to-face teaching and one hour online.</p> <p>There are still issues with determining contact/credit hours for courses. Questions remain about what “counts” towards hours.</p> <p>Dr. Inman made a motion to approve the new course. Dr. Galazyuk seconded the motion and the course was approved.</p>	Nona to send approved course materials to Enrollment Services to be added to the catalog.
b. New course for HSPA: Leadership and Management Assessment	Dr. Wisneski presented a new course for the HSPA program titled Leadership and Management Assessment. This is the third of three courses that KSU offers students in the HSPA program. It is a two-credit hour online course. Students are cross-registered into the course. The agreement with KSU regarding the course includes the credit hour value of the course. This course replaces Organizational Behavior taught by	Nona to send approved course materials to Enrollment Services to be added to the catalog.

	<p>Mary Hogue I the College of Business. There is no text book but many articles.</p> <p>Dr. Meszaros made a motion to approve the course and Dr. Safadi seconded the motion. The course was approved.</p>	
5. Program Reports		
a. MPH	Dr. Schmidt that the MPH Governing Council met a few weeks ago. The council evaluated the value of GRE as an indicator for MPH students with a 3.0 grade point average or less.	
b. BMS	Dr. Schmidt shared that he, Dr. Ritter and Dr. Crish will be meeting with individuals at KSU to discuss the MOU, process for getting BMS students into Banner and re-opening conversations about funding.	
c. HSPA	Dr. Wisneski shared that the HSPA program will see three students graduate at commencement on May 19. There are three new students confirmed to start in the Fall as well as one new application. The plan is to roll out the first year of online delivery next Fall.	
d. MEH	Dr. Aultman shared that there were 14 Bioethics certificate students and one Global Health certificate student graduating this Spring. There are currently eleven students enrolled in the MEH program for Fall 2018 and four new applications have recently been received.	
e. IPM	Dr. Inman shared that there will be three new students starting the Fall for a total of ten students in the program. This is the maximum number of students admitted to the program. She is working on her response to the program review committee's report, prioritizing based on the self-study responses.	
6. Kelly and Phil	Dr. Ritter inquired about Kelly Shrock and Phil Jenkinson attending GFC meetings. Does the council feel it is OK to invite them to meetings? The council agreed it is OK.	Nona to invite Kelly and Phil to GFC meetings moving forward.
	The meeting was adjourned.	