

Graduate Faculty Council (GFC)

November 14, 2018

1:30 to 3 p.m.

Meeting minutes

Present: Alex Galazyuk, Amy Lee, Angelo DeLucia, Christian Ritter, Denise Inman, Julie Aultman, Natalie Bonfine, Sam Crish, Scott Wisneski, Simran Batra, Steve Schmidt, Nona Hose, Phil Jenkinson, Kelly Shrock

Agenda Item	Discussion	Action
1. Call to Order	Dr. Schmidt called the meeting to order.	N/A
2. Approval of September 25, 2018 meeting minutes	Dr. Aultman made a motion to approve the minutes with no corrections. Dr. Inman seconded the motion.	Minutes approved.
3. Chancellor's Council on Graduate Studies (CCGS)	<p>Dr. Ritter reported he attended a retreat with the CCGS at Mohican State Park November 1 and 2, 2018. One of the topics of discussion was graduate student insurance premiums. The suggestion was made to purchase a group plan for the state of Ohio for all University's to participate in.</p> <p>The University of Akron (UA) spoke about the recent 20% reduction of their graduate programming. They would like to separate with the ability to return in the future. Kent State University (KSU) was opposed to this. With this reduction by UA, the MPH consortium is down to three universities. The sustainability of the program will need to be the topic of discussions.</p> <p>The CCGS is working to develop a more systematic method of discovering the marketability of PhD programs/degrees. They are looking in to utilizing Burning Glass software.</p> <p>The CCGS will meet again this coming Friday, November 16, 2018. The Modern Anatomical Sciences program will be presented by Drs. Dana Peterson, Chris Vinyard and Jeff Wenstrup. They will do a run through of their presentation tomorrow at 11 a.m. in room G-204</p>	
4. Old business: a. Research Methods course for COGS	Dr. Aultman reported that she, Dr. Wisneski, and Dr. Inman met and decided to develop a unified research methods course. Drs. Rebecca Fischbein and Kris Baughman have offered their assistance with the course. The target date to offer the unified course is Fall of 2019. The group will work with the instructional designers at KSU in the Spring. The course will be an online course utilizing Blackboard through KSU.	
b. Program Review update	The program review policy has been revised based on the changes discussed at the GFC meeting on August 22, 2018 and has been sent to General Counsel for review.	
e. Bylaws revisions to University's Bylaws Committee	Dr. Ritter will provide the University's Bylaws Committee with a description of the process for which the bylaws were revised.	
5. New business: a. Course numbering approvals	The university is adopting a new course numbering system. The numbering key at the top of the handout allows room for growth. The main changes include the actual course numbers and abbreviated descriptions to fit the 1,000 word limit in Banner.	

	<p>Dr. Galazyuk suggested all BMS courses be listed as well as all courses shared between KSU and NEOMED.</p> <p>Dr. DeLucia stated concerns that Infection and Immunity was listed as only having one credit hour. that as we develop new course numbers and names, this information needs to be shared with KSU. This has been an issue in the past with KSU.</p> <p>Dr. Ritter stated this is a good time to clean these things up.</p>	
b. MPH program review update	The MPH program review committee has been selected. The self-study is due from the program by January 5, 2019. The external reviewer has not been selected yet. This person may either participate via Zoom or they may physically come to NEOMED.	
c. University Mental Health Committee representative	Dr. Ritter shared that Dr. Natalie Bonfine will represent the COGS on the University's Mental Health Committee.	
d. Student Survey Focus Group	Kelly Shrock informed the council of a new policy regarding the administration of surveys to students. Students are being bombarded with surveys, so a new policy has been developed to ensure the quality of the survey being distributed is good and will that it will produce the information being requested is collected. Faculty and course evaluations will be reviewed as well.	
e. New course for Ethics programs: Healthcare Law	Dr. Aultman presented a course for the Ethics programs titled Healthcare Law. This course has been taught twice already; however, it seems the paperwork has gotten lost or misplaced. The course needs the GFC's administrative stamp of approval so it can be properly added to Banner and offered in the Spring of 2019. A motion was made to approve the course by Dr. Crish. The motion was seconded by Dr. Ritter and the course was approved.	Nona will send course documentation to Enrollment Services.
f. CAPP for COGS	Dr. Aultman reported that the CAPP for COGS committee met this morning. The COGS has one student who has been identified as having need to attend a CAPP meeting. The student has not paid tuition and has not responded to emails. There is a hold on their account. If the student doesn't pay their tuition, a grade cannot be issued. The circumstances of this situation is strange.	
6. Program Reports		
a. Ethics	Dr. Aultman shared that the Ethics program is heading toward finals week and the Primary Care Ethics course meets on Saturdays.	
b. IPM	Dr. Inman reported that she took a fruitful field trip tp Charles River to investigate internships for IPM students. She also discussed course development for the IPM program with a senior scientist there. The next step is to set up an orientation date for the IPM program.	
c. MPH	The MPH governing council will meet next Tuesday. They are working on a transition strategy for course management through Blackboard at Cleveland State university.	
d. BMS	Dr. Crish reported that the BMS program at KSU is undergoing a review. The BMS committee at NEOMED will be electing new members to begin January 1, 2019. The BMS program at NEOMED plans to host students potentially at the end of the month. Nona is working to get BMS policies uploaded to the website.	
e. HSPA	Dr. Wisneski reported that the first two courses since the partnership with KSU are going very well. Two more courses will be launched in the Spring. The new admission process will begin in January 2019. There is an advisory meeting tomorrow	

	to discuss marketing and Kelly has been working with NEOMED's PR and Marketing to promote the program.	
6. Program Coordinators	Enrollment Services asked that the GFC be informed of two new policies: Final Grade Submission and Academic Calendar with Drop/Add. Drafts of the policies were distributed electronically with the agenda for today's meeting.	
5b. State of the College Address follow up	<p>Dr. Schmidt requested feedback from the committee members regarding the COGS Address which took place earlier today.</p> <p>Dr. Galazyuk shared he was pleased to hear that the process of recognizing faculty for their teaching contributions has begun. It is difficult to get faculty to teach when they don't see the need.</p> <p>Simran commented that she appreciated the photos of actual COGS students.</p> <p>Dr. DeLucia shared that he thought the presentation was well put together and well timed. He asked what the amount of the doctoral set aside and SSI is per student. These numbers will be needed to see if the COGS is profiting or not.</p>	
	The meeting was adjourned.	