

Graduate Faculty Council (GFC)

September 25, 2018

1:30 to 3 p.m.

**Meeting minutes**

Present: Amy Lee, Christian Ritter, Chris Vinyard, Denise Inman, Jennifer Gay, Julie Aultman, June Yun, Natalie Bonfine, Scott Wisneski, Simran Batra, Stacey Schneider, 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 July 17 and August 22,2018 meeting minutes	Dr. Schmidt shared that he found a few grammatical edits to the minutes. Dr. Bonfine made a motion to approve the minutes with Dr. Schmidt's corrections. Dr. Wisneski seconded the motion.	Minutes approved.
3. Chancellor's Council on Graduate Studies (CCGS)	<p>Dr. Ritter reported that he will be attending the CCGS' annual retreat on October 31 and November 1. One of the topics of discussion will be the suspension of the Program Development Plan (PDP) for new programs. If it is approved, the guidelines will need to be rewritten. Dr. Ritter provided an explanation of the PDP for new members of the GFC. NEOMED will need to decide if they will keep the PDP as part of the University's internal approval process for new programs or not. Dr. Ritter also reported that the Annual Report for program review is due to the CCGS by October 1 and the next program to be reviewed will be the MPH program.</p> <p>Dr. Ritter also informed the council that the University of Akron has withdrawn from the MPH Consortium as a result of the discontinuance of 20% of their graduate programs.</p>	
4. Old business: <ul style="list-style-type: none"> <li>a. Online Course Delivery Update</li> </ul>	<p>Dr. Wisneski shared with the council that 50% of the HSPA program is now online: the first year of the program for students. He also shared that working with Kent State University has been an excellent experience and so far the course delivery is going smoothly. Currently, they are collecting data and comments from students regarding the program and working on Spring courses.</p> <p>Dr. Margarita Kokinova and Kelly Shrock are preparing the paperwork for HLC accreditation for online delivery. Dr. Kokinova has also requested that the GFC and NEOMED's Leadership Team endorse/approve the program be 100% online.</p> <p>A motion was made to approve the expansion of distance education at NEOMED. Specifically for the HSPA program to move to a distance delivered program, "distance delivered" as defined by the US Department of Education.</p>	<p>.</p> <p>The expansion of distance education at NEOMED, specifically for the HSPA program to move to a distance delivered program was approved.</p>
<ul style="list-style-type: none"> <li>b. Modern Anatomical Sciences</li> </ul>		

c. Modern Anatomical Sciences next steps	The Modern Anatomical Sciences (MAS) program is currently under review by the CCGS. Comments are due by October 8. November 16 is the next meeting of the CCGS. The MAS program could be ready to present to the CCGS as early as the November meeting. One review has been received so far. It is from Bowling Green State University and was very supportive of the program.	
d. 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.	
f. Jeff Mellott COGS representative to University Faculty Council	Dr. Jeff Mellott has been appointed as the new COGS representative to the University Faculty Council. He replaces Dr. Abi Sriharan and will complete her term of service.	
5. New business: a. Consolidation of Research Methods course for all of COGS (except MPH)	<p>Dr. Aultman shared that several years ago COGS program directors had a conversation about creating a research methods course at NEOMED for all programs who want to participate. She would like to revisit this conversation.</p> <p>After some discussion by the council it was decided that having three to four courses with the same underlying theme is not a good use of resources. Offering one course to students across several programs would be more efficient and reduce redundancy, and would also provide a good opportunity for students to collaborate across disciplines.</p> <p>The program directors who want to be a part of the combined course will leach outline their current research methods course content and meet to discuss how best to blend them. Dr. Schmidt tasked Kelly Shrock and Phil Jenkinson with coordinating a meeting of the program directors to discuss if providing a generalized course across program is feasible and to develop a list of faculty to engage in the teaching of such a course.</p>	
b. COGS State of the College Address	Will come back to this item at the end of the meeting.	
c. New Course for Ethics programs: Invalid Women	<p>Dr. Aultman presented a new course for the Ethics programs titled Invalid Women. The three credit hour core humanities course will be offered every other Spring semester beginning in 2019. The course takes a deep dive into the history of women's health, how it has changed/not changed, and the meaning of validity. The course includes required reading and is writing intensive.</p> <p>Dr. Lee made a motion to approve the course. Dr. Vinyard seconded the motion. The course was approved.</p>	Nona Hose will send new course information to Enrollment Services for inclusion in the catalog for Spring.
d. New course for IPM: IPM Internship	Dr. Inman presented a new 3-credit hour course for the IPM program titled IPM Internship. She explained that many IPM students are interested in working in industry after they have completed their degrees. Dr. Inman has contacted companies and worked with them to provide internships for students. The program will find the internship opportunities for students and/or a students can find their own. Student experiences could include administrative duties, research-related or a blend. The timing of the internship for students is important and should ideally take place between their candidacy and	Nona Hose will send new course information to Enrollment Services for inclusion in the catalog for Spring.

	<p>prospectus. So far, there are three companies interested in having student interns.</p> <p>Questions and concerns from the council include:</p> <p>Could a student who has completed their prospectus do an internship? This is possible if the student presents a compelling argument.</p> <p>Is there affiliation agreements in place with the internship sites – to address legal liabilities, etc.?</p> <p>Who is considered the instructor&gt; Dr. Inman would be the instructor and the student would have a preceptor at the site. The student would prepare a report for the instructor and their advisors.</p> <p>Dr. Aultman made a motion to approve the course. Dr. Wisneski seconded the motion. The course was approved.</p>	
6. Program Reports		
a. HSPA	Dr. Wisneski shared that initial discussions have begun regarding HSPA as it could relate to other healthcare disciplines and professions. While more exploration is required, the HSPA program could be expanded to include other professions.	
b. Ethics	Dr. Aultman shared that she will be involved in a meeting at Akron Children’s Hospital this coming Monday to discuss residencies. Rachel Bracken has begun as a new faculty member for the ethics programs. Four master’s students have advisors and the program has a total of ten faulty advisors now.	
c. IPM	Upon completion of the program review, it was suggested that the IPM adhere more closely to the program as it was originally designed, which was heavily Pharmaceutical Medicine. The program has operated more like a BMS program. Dr. Inman would like to reduce the tension by narrowing the focus and providing tracts within the program. By making the program Pharmaceutical Medicine focused, it leaves out a whole group of students. Could this be cause to potentially develop an additional PhD program? The IPM advisory committee is exploring the possibility, but it doesn’t appear to be feasible right now.	
d. MPH	Dr. Lee reported that currently there are 35 students in the program overall, eight of which are from NEOMED. The program is tracking achievement of required competencies based on assignments and mapping out the assignments that measure each competency. She is also creating student dashboards to map. The MPH consortium is down to three partners. The University of Akron will not continue due to a reduction in graduate programs, but they have committed to finish the students they have currently in the program.	
e. BMS	Dr. Schmidt reported that the MOU with Kent State University is still in progress. Finance offices at both universities are reviewing the financial formulas for distribution of funds for the program. Carrie Bast has met with KSU counterparts to update the formula.	
6. Program Coordinators	Kelly Shrock reported that she and Phil Jenkinson are working with the RCACI committee. Enrollment Services has asked that all courses for Fall 2019 be approved by November 1, 2018. A list of course numbering approvals will be brought to the GFC at the November meeting for approval.	

	Phil shared that October 1 has been targeted to have all Spring 2019 courses to Enrollment Services. The goal is to have the courses added to the catalog and open registration for students in a timelier manner.	
5b. State of the College Address	<p>Dr. Schmidt shared the PowerPoint presentation for the State of the College Address. He plans to give the address mid-November. Dr. Schmidt shared there seems to be confusion across the university as to what the COGS is about.</p> <p>After the presentation, suggestions from the council included:  Show course offerings  Tuition/Fees have remained stable  COGS built on the backs of COM and COP (Cartoon).</p>	
	The meeting was adjourned.	