

Graduate Faculty Council (GFC)

May 16, 2017

1:30 to 3 p.m.

Meeting minutes

Present: Alex Galazyuk, Assraa Jaboori, Chris Ritter, Denise Inman, Emily Hazlett, Gary Meszaros, Julie Aultman, Paul Hartung, Scott Wisneski, Steve Schmidt, Terrilyn Richardson, Yanqiao Zhang, Nona Hose, guests: Kelly Shrock and Phil Jenkinson

Agenda Item	Discussion	Action
1. Call to Order	Steven Schmidt	N/A
2. Approval of April 27, 2017 meeting minutes	Dr. Richardson made a motion to approve the minutes as written. Dr. Galazyuk seconded the motion.	Minutes approved
3. Old business: a. Introduce Program Coordinators	Kelly Shrock and Phil Jenkinson introduced themselves to the council. Kelly will support the IPM and HSPA programs in the COGS. Phil will support the ethics programs, MPH and the COGS office. Their offices are located in room F-240. Dr. Schmidt provided an overview of the role of the GFC as the governing body of the college. Members of the GFC introduced themselves to Kelly and Phil.	
b. COGS New Student Orientation agenda	Dr. Aultman provided an update on the progress of the COGS' new student orientation. Students will attend orientation on Wednesday, August 16 from Noon to 5 p.m. the day will begin with introductions and a picnic-themed lunch buffet in the Regula Botante Atrium and Great Hall. During lunch, students can visit resource tables with information from a variety of departments and services on campus, the Ombuds, financial aid, parking permits and badges for example.	
c. Student Advisory Committees policy for IPM program	Dr. Inman presented the revised Student Advisory Committee policy for the IPM program to the council. Verbiage concerning outside members of the committees was clarified. Dr. Inman also pointed out that the policy states that the dean of COGS would be involved in decisions, which up to this point has not been happening, but will happen moving forward. Questions were raised regarding the committee members. Is it necessary to have committee members from both COP and COM? Could the outside committee member position be filled by the individual from the opposite college of the student (i.e. if the student is from COM, outside member is from COP)? Would having one person fill two roles make the committee too small? Is there a timeline associated with this? Answers respectively are as follows: having members from both colleges reflects the interdisciplinary nature of the program; yes, one person could be the outside member as well as the representative from the opposite college; if one person filled those two roles, then another individual would have to be chosen so the committee would be the appropriate size; yes, the timeframe is captured in the candidacy/prospectus policy. Dr. Richardson made a motion to approve the policy; Dr. Hartung seconded the motion and the policy was approved.	Policy approved
d. Transportation between KSU and NEOMED	Dr. Ritter provided the council with an update regarding transportation between KSU and NEOMED, utilizing PARTA. A group of potential stakeholders met to discuss the issue. It is estimated to cost \$70,000 per year for 6 to 8 trips per day, 5 days a week. In the interest of cost, the number of trips will need to be re-evaluated.	

	The actual need for this service within the NEOMED community still needs to be determined. Dr. Inman suggested also polling the Rootstown community for need as well.	
e. Awards for graduate students	Dr. Safadi is not present, so this item will be tabled. After a small discussion by the council, Dr. Inman said she would talk with Dr. Safadi and bring ideas to the June meeting.	
4. New business a. Policy Review/College Handbook	Dr. Ritter shared that Heidi Terry is very interested in getting policies approved for the handbook/catalog. COGS policies will be faculty-driven and vetted by the GFC. Phil Jenkinson will be working with Dr. Ritter on the policies. A program director and non-program director member of the GC will meet to flesh out the policies and then they will be taken before the GFC at the June 19 meeting.	
b. Opportunities related to medical student programming	Dr. Schmidt shared that there is a group of students from City College of New York who have taken part in the Sophie Davis program, which is a 2-year accredited curriculum. The College of Medicine had agreed to place some of the students into clerkships beginning their M3 year at NEOMED. There is a potential issue of space should all seven of the students pass step 1 of their board and need a clerkship. Three have passed so far, four have not yet. The university is looking for opportunities for students aside from a clerkship. It was suggested they be enrolled in a program in the COGS.	
5. Program Reports a. HSPA	Dr. Wisneski reported to the GFC that there are five incoming students to the HSPA program this fall: three residency and two at large. Three classes have been moved from Cleveland State University to Kent State University (KSU). A memorandum of understanding (MOU) is being written with KSU. KSU has also agreed to match our tuition rates since our students are not a part of their MBA program.	
b. IPM	Dr. Inman shared a concern that she would like to explore further for students in the IPM program related to their stipends and how they are categorized in Banner. Currently they are considered a student employee, which is inaccurate. She would like to work with Human Resources to create a new category of paid non-employee or "trainee." Their stipends are more of a scholarship, as opposed to a salary for services rendered. Dr. Inman will research what other universities do. This could apply to post-docs as well.	
c. BC/GH/MAMEH	The Master's Program will enroll five student (maybe seven) in the Fall. Three from the Bioethics Certificate program, two from the College of Medicine and one from outside the university. The Bioethics Certificate program will enroll twelve students in the Fall: two outside the university and ten from the College of Medicine and College of Pharmacy.	
d. BMS	Dr. Galazyuk reported that the BMS program is still working to get all of their students into the Banner system. The Teaching Assignment process is underway. There is a need for more TA opportunities in general because both the IPM and the BMS students need to have them.	
Additional items of interest	Dr. Schmidt informed the GFC that the annual review of the university's catalog is underway. The deadline for edits is June 14. Dr. Aultman stated that Kelly Shrock and Phil Jenkinson are aware of this. The strategic plan for the university is due to the Board of Trustees in December 2017. The college-level strategic plans should inform the University's strategic plan. This summer a focus will be reviewing the 2015 strategic plan that was created, determining	

	<p>what is manageable and important and then prioritizing what needs to be done. Also need to determine what has been accomplished and what is no longer relevant.</p> <p>The process to find a permanent dean and vice president for research is going to take place in the very near future. There are three internal candidates for consideration. Some GFC members were not aware of this and it was discovered that the GFC had not been considered as a special interest group in the interviews of the candidates.</p>	<p>Dr. Schmidt will inform Carolyn Lanier that members of the GFC need to be invited specifically to meet with the candidates.</p>
	<p>The meeting was adjourned.</p>	