

**University of North Texas Health Science Center  
Graduate Council Meeting  
February 11, 2016**

**RECORDING:** Carla Lee Johnson

**PRESIDING:** Mehravan Singh

**PRESENT:** Bass (for Kemp), Basu, Berg, Cheng, Cunningham, E. Johnson, Gonzales, Gwartz, He, , Luedtke, Mao, Novroski, Patterson, Reeves, Simecka, Sumien, Warren, Wendt

**ABSENT:** Griffith, Smith

**MEETING TIME:** 3:00 PM – 4:48 PM

**MEETING LOCATION:** CBH - 344

<b>Topic/Agenda Item</b>	<b>Discussion/Conclusion</b>	<b>Action/Recommendation</b>	<b>Responsible Person(s)</b>
<b>Introduction</b>	Dr. Singh introduced Sean Bass, a learning specialist from the Center for Academic Performance, representing Katy Kemp at the meeting.	None	
<b>Approval of January 2016 Minutes</b>	Dr. Cunningham moved to approve the December 2015 meeting as corrected. Dr. Sumien seconded. <u>Motion carried.</u>	Post to GSBS website.	A. Griffith
<b>Consent Agenda</b>	Mrs. Johnson presented the Degree Programs section of the 2016-17 Catalog as well as sample degree plans for both MS and PhD students.	None	
<b>Course Inventory</b>	Dr. Singh presented the form requesting a new course entitled Experimental Design and Biostatistics (BMSC 6200) for the new curriculum. Dr. Berg moved to approve the course. Dr. Simecka seconded. <u>Motion carried.</u>	Forward form to the Office of the Registrar for inclusion in the 2016-17 Catalog	C. Johnson
<b>Criteria for Dean's Awards</b>	Dr. Reeves moved to incorporate the changes discussed in the criteria for the Dean's Award for Scholarly Excellence in Academics for 2015-16. Dr. Basu seconded. <u>Motion carried.</u>  Dr. Berg moved to incorporated the changes discussed in the criteria for the Dean's Award for Scholarly Excellence in Research for 2015-16. Dr. Patterson seconded. <u>Motion carried.</u>	Make revisions to the criteria for each award and distribute to advisors with a request for nominations.	C. Johnson
<b>Graduate Faculty Nominations</b>	Dr. Cheng moved to approve Kyle Emmittee, PhD for Category III graduate faculty membership. Dr. Simecka seconded. <u>Motion carried.</u>  Dr. Cheng moved to approve Ayyappa Chaturvedula, PhD for Category I graduate faculty membership. Dr. Simecka	Update graduate faculty roster	C. Johnson

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	<p>seconded. <u>Motion carried.</u></p> <p>Dr. Reeves moved to approve Jessica Cross Rivera, MD for temporary graduate faculty membership. Dr. Basu seconded. <u>Motion carried.</u></p> <p>Dr. Reeves moved to approve Joseph Wenke, PhD for Category II adjunct graduate faculty membership. Dr. Simecka seconded. <u>Motion carried.</u></p>		
<b>Library Update</b>	<ul style="list-style-type: none"> <li>• The Lewis Library has purchased a campus-wide license agreement for EndNote X7 and a download for students, faculty and staff will be available on the library website soon.</li> <li>• Anyone interested in learning how to use EndNote or who need a refresher may register for the upcoming session scheduled for 2/23.</li> <li>• Anyone using RefWorks may continue to do so.</li> <li>• Working on Dr. Singh’s request for tracking student publications</li> <li>• Working with Metadata and Technical Services Librarian to create a guide for assisting students and faculty members with managing research data. Topics included are creating a data management plan based on funding agency requirements, creating metadata for your data, and selecting a repository to store your data long-term.</li> </ul>	Send out detailed instructions when available	E. Johnson
<b>GSA Update</b>	<ul style="list-style-type: none"> <li>• Two GSA travel awards have been designated. The next deadline is 2/28. Awards are \$300 each</li> <li>• Relay for Life events being planned</li> <li>• Merchandise for sale</li> <li>•</li> </ul>		
<b>Announcements</b>	<ul style="list-style-type: none"> <li>• Graduate Council meets the second Thursday of every</li> </ul>		

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	<p>month unless otherwise notified. The next meeting is scheduled for March 10, 2016. The deadline to submit items for consideration is March 3, 2016.</p> <ul style="list-style-type: none"> <li>• Neurobiology of Aging Fellowship applications open next week.</li> <li>• GSBS Student Travel Awards and Postdoctoral Fellow Travel Awards are available</li> <li>• Electronic Lab Notebook – send feedback to Dr. Singh on Lab Guru and Lab Archives. Lab Guru will be on-site next week for a presentation.</li> <li>• Mrs. Johnson reminded graduate advisors that updated handbooks for 2016-17 are due by June 1<sup>st</sup>.</li> </ul>		
<b>Sigma Xi Nominations</b>	<p>Mrs. Johnson presented the Sigma Xi nominations received from members of the faculty. Dr. Berg moved to approve the three nominees who had met the nomination criteria. Dr. Reeves seconded. <u>Motion carried.</u></p>	<p>Submit nominees to national membership office.</p>	<p>C. Johnson</p>