

**University of North Texas Health Science Center  
Graduate Council Meeting  
February 12, 2020**

**RECORDING:** Carla Johnson  
**PRESIDING:** J. Michael Mathis, Ph.D.  
**PRESENT:** Berg, Cox, R. Cunningham, Goulopoulou, Griffith, Gwartz, Hodge, Jones, Krishnamoorthy, Mallet, S. Mathew, K. Mathis, M. Mathis, Menegaz, Patil, Planz, Proulx, Smith  
**ABSENT:** Basu, Clark, Simecka

**MEETING TIME:** 3:00 – 4:52 pm  
**MEETING LOCATION:** CBH - 344

Topic/Agenda Item	Discussion/Conclusion	Action/ Recommendation	Responsible Person(s)
<b>Approval of December 2019 Minutes</b>	Dr. Planz moved to approve the December 2019 minutes. Dr. Goulopoulou seconded. <u>Motion carried.</u>	Update website	C. Johnson
<b>Dean's Update</b>	<ul style="list-style-type: none"> <li>• Faculty bylaws – thanks PAG for her leadership in revising bylaws               <ul style="list-style-type: none"> <li>- Grad advisors now appointed for 3-year terms by the dean in collaboration with department chairs; will go through nomination process at a later meeting. Suggests staggering appointments so that everyone doesn't roll over at the same time. No term limits for appointments.</li> <li>- Membership to graduate faculty (Categories I, II and III) need to be converted to Professional, Associate or Full Members (April meeting)</li> <li>- Graduate faculty are 3-year appointments rather than 4-year appointments</li> <li>- Each discipline will undergo external review every 5 years. Need to establish a schedule</li> </ul> </li> <li>• Online programs – training on 2/14 for online teaching; handouts distributed on structure of each program</li> <li>• Micro-credentialing – short courses offered online that are targeted, no pre-requisites, etc.</li> </ul>	Schedule agenda items for future meetings	C. Johnson
<b>CAP Update</b>	<p>Due to a family emergency, Kristina Clark was unable to attend; however, she sent the following notes:</p> <ul style="list-style-type: none"> <li>• Learning Specialists are available to come do presentations to your classes or student groups (see flyer).</li> <li>• Currently collaborating with library on bringing back the dissertation workshops for the fall. Please submit any specific topics or ideas you have for these to <a href="mailto:Kristina.Clark@unthsc.edu">Kristina.Clark@unthsc.edu</a></li> </ul>		

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	<ul style="list-style-type: none"> <li>Working with Drs. Gwartz and Reeves on pre-anatomy workshop for Med Sci students in January before they start Gross Anatomy.</li> </ul>		
<b>Library Update</b>	<p>Kayleen Cox announced the following:</p> <ul style="list-style-type: none"> <li>368 RAD submissions; currently under review by IACUC and IRB</li> <li>Computer lab 225 is closed (server dead); call library if you need to make arrangements for a computer lab</li> </ul>		
<b>GSA Update</b>	<ul style="list-style-type: none"> <li>Travel award cycle ended; 2 cycles for fall, 2 cycles for spring; 1 cycle for summer usually at 2-month intervals</li> <li>Diversity Week is next week. Watch e-mail for flyer. Student initiatives involving registered student organizations to hold a series of lunchtime seminars such as a panel discussion.</li> <li>HSC4Life hosting alumni mixer on Thursday in IREB, food and drinks (make sure MF puts on JMM calendar)</li> <li>February 21<sup>st</sup> is Cultural Night. Advanced tickets are \$8 (\$10 at the door)</li> <li>Outstanding Faculty Seminar is February 26<sup>th</sup></li> <li>RAD – oral presentations for students only (no postdocs this year)</li> <li>NSO – looking for orientation leaders, planning peer mentoring efforts</li> <li>QEP: Be Well (Ask Thad and ask him to present on March 11<sup>th</sup>)</li> </ul>		
<b>Admissions</b>	Berg; Gwartz (motion, second) – add PCAT as acceptable test score for Med Sci	Update catalog	C. Johnson
<b>Course Inventory: Deletion</b>	Dr. Planz moved to delete Population Genetics and Forensic Statistics (MIMG 5401) from the course inventory. Dr. Berg seconded. <u>Motion carried.</u>	Notify Office of the Registrar	C. Johnson
<b>Course Inventory: Modifications</b>	Dr. Planz moved to delete Population Genetics and Forensic Statistics (MIMG 5401) from the course inventory. Dr. Berg seconded. <u>Motion carried.</u>	Notify Office of the Registrar	C. Johnson

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	Dr. Gouloupoulou moved to approve modification to PHAN 6385. Dr. Smith seconded. <u>Motion carried.</u>		
<b>Course Inventory: New Courses</b>	<p>Dr. Planz moved to approve the following proposed courses for micro-credentialing:</p> <ul style="list-style-type: none"> <li>Biomedical Genetics I – Sources of Genetic Diversity (Planz)</li> <li>Biomedical Genetics II – Pedigrees to Populations (Planz)</li> <li>Biomedical Genetics III – Clinical Consideration (Planz)</li> <li>Clinical Genetics I - Laboratory and Test Evaluation (Planz)</li> <li>Clinical Genetics II – Genetic Analysis (Planz)</li> <li>Clinical Genetics III – Test Interpretation and Reporting (Planz)</li> </ul> <p>Dr. Smith seconded. <u>Motion carried.</u></p> <p>Dr. Mathew moved to approve the following proposed courses:</p> <ul style="list-style-type: none"> <li>Clinical Data Management</li> <li>Regulatory Affairs</li> </ul> <p>Dr. Mallet seconded. <u>Motion carried.</u></p> <p>Dr. Menegaz moved to approve the proposed course Structural Anatomy. Dr. Sumien seconded. <u>Motion carried.</u></p> <p>Dr. Gwartz moved to approve the proposed course Funding Innovation. Dr. Smith seconded. <u>Motion carried.</u></p>	Notify Office of the Registrar	C. Johnson
<b>2020-21 Catalog: Remediation Procedures</b>	The remediation procedures that appear in the catalog were revised to include the concepts proposed by the <i>ad hoc</i> committee on remediation procedures and approved by Graduate Council in December. Dr. Planz moved to approve the revisions with modifications for the 2020-21 Catalog. Dr. Gwartz seconded. <u>Motion carried.</u>	Update catalog	C. Johnson

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<b>2020-21 Catalog: Admissions</b>	Dr. XXX moved to approve the recommended change to the admissions procedures to be published in the 2020-21 catalog. Dr. XXX seconded. <u>Motion carried.</u>	Update catalog	C. Johnson
<b>2020-21 Catalog: Degree Programs</b>	A sub-section was added to the degree programs section to address Graduate Teaching Assistantships. Dr. Mallet moved to approve the recommended change with revisions to the degree program section to be published in the 2020-21 catalog. Dr. Planz seconded. <u>Motion carried.</u>	Update catalog	C. Johnson
<b>Deans Awards Rubric for 2019-20</b>	The proposed rubric presented at a previous meeting was revisited. The call for nominations will be sent out shortly for inclusion on the March Graduate Council agenda.	Call for nominations Meet deadline for submission	C. Johnson Advisors
<b>Responsibilities of Graduate Advisors and Course Directors</b>	Dr. Berg asked Council members to review the distributed documents for discussion at the March meeting.	Review documents List on March agenda	Council Members C. Johnson
<b>Announcements</b>	Nathalie Sumien will present the 2019-20 Outstanding Faculty Seminar on Wednesday, February 26 <sup>th</sup> at 3:00 pm in Luibel Hall. There will be a reception in Dr. Sumien's honor immediately following the seminar in the Atrium.  The next meeting is scheduled for March 11, 2020. Agenda items must be submitted in writing for consideration by March 4, 2020.		