

**University of North Texas Health Science Center
Graduate Council Meeting
April 8, 2020**

RECORDING: Carla Johnson
PRESIDING: J. Michael Mathis, Ph.D.

PRESENT: Basu, Berg, K. Clark, Cox, R. Cunningham, T. Cunningham, Fogleman, Goulopoulou, Griffith, Gwartz, Hodge, Jones, Krishnamoorthy, Mallet, S. Mathew, Mathis, Menegaz, Patil, Planz, Proulx, Smith, Sumien

ABSENT: Simecka

MEETING TIME: 3:00 – 4:09 pm
MEETING LOCATION: CBH - 344

Topic/Agenda Item	Discussion/Conclusion	Action/ Recommendation	Responsible Person(s)
Dean's Update	Dean Mathis updated members on issues related to COVID-19		
Admissions Update	Ms. Griffith reported that her unit is operating as usual from home. She also reported the current status of applications for all of the programs.		
Student Services Update	<p>Ms. Johnson reported on the following:</p> <ul style="list-style-type: none"> • Graduation seminars/defenses conducted by Zoom • Student organizations/government meetings conducted by Zoom • The summer semester for Medical Science students has been postponed by one week. New Student Orientation will be June 3-4 in person unless administration issues a directive to move orientation online 		
Education Update	<p>Dr. Gwartz reported that all courses were successfully moved online. Between 18-20 Med Sci majors have applied to switch to the Research Track and several others are switching to CRM.</p> <p>Dr. Berg has compiled a list of lab-related activities that research students can do from home. These were sent out to faculty and research students. Dr. Hodge will add a few more items and disseminate the list to the research track faculty and students.</p> <p>Dr. Berg and Ms. Johnson held a workshop for first year students to discuss upcoming milestone documents that are due (advisory committees, degree plans), as well as how to prepare for their first advisory committee meetings which should be held by the end of the academic year, August 31st.</p>		

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Research Update	Dr. Tom Cunningham reported that the HSC research enterprise is, in effect, shut down due to COVID-19. He reminded attendees that no one should be on campus unless they are the designated department representative. A working group of the associate deans for research in each college has been working to establish protocol for ramping up the research enterprise when the state and HSC administration allow it.		
CAP Update	Ms. Clark reported that the Center for Academic Performance is able to conduct business as usual from their homes. They continue to provide writing support, tutoring, and their other services.		
Library Update	<p>Kayleen Cox announced that the service desk is functioning normal hours. There are a few WiFi hotspots and laptops still available for loan. E-mail Michele.Whitehead@unthsc.edu if you need these items.</p> <p>The library is preparing for budget season. Please submit any teaching resource requests you may have and indicate if the resource is necessary due to COVID-19.</p>		
GSA Update	<ul style="list-style-type: none"> • The last general meeting for this officer group was held by Zoom. GSBS administrators attended to address any questions or concerns the students presented. • New officers have been elected and will be announced May 1st. 		
Graduate Faculty Category Conversion	Dean Mathis presented his proposed conversions from the old categories of graduate faculty to the new categories as detailed in the revised bylaws.	Review recommendations for next meeting	Council members
General Discussion	Dr. Rebecca Cunningham asked whether oral qualifying examinations should be scheduled later in the summer so that they can be held face-to-face rather than online. Dean Mathis discouraged the assumption that everyone would be allowed back on campus before the end of the summer. He asked Dr. Berg to lead the graduate advisors in		

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	<p>establishing protocols so that all disciplines conduct their OQEs the same way using online technology.</p> <p>Dr. Menegaz encouraged faculty members to search YouTube for tutorials on using ZoomPro for student meetings.</p> <p>Dr. Krishnamoorthy asked about teaching Methods in Molecular Biology (PHRM 6440) on campus this summer given the hands-on approach for the course. Dean Mathis encouraged him to investigate creative ways to offer the course online.</p>		
Graduate Faculty Nominations	<p>Dr. Planz nominated Joseph Warren, PhD for temporary graduate faculty membership for a graduating FGEN major. Dr. Berg seconded. <u>Motion carried.</u></p>		
Announcements	<ul style="list-style-type: none"> - Commencement is still planned for May 16th. Administration is reviewing options, however. - GSBS Awards Banquet scheduled for April 30th at Ashton Depot has been canceled due to COVID-19. - The next meeting is scheduled for April 8, 2020. Agenda items must be submitted in writing for consideration by April 1, 2020. 		