

**University of North Texas Health Science Center
Graduate Council Meeting
November 13, 2014**

RECORDING: Amanda J. Griffith

PRESIDING: Meharvan Singh

PRESENT: Basu, Cross, Cunningham, Gwartz, He, Lerma, Reeves, Sharp, Shell, Simecka, Singh, Sumien, and Whitehead

ABSENT: Berg, Cammarata, Clark, Johnson, Kemp, and Patterson

MEETING TIME: 3:05 PM – 4:42 PM

MEETING LOCATION: CBH - 344

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	Responsible Person(s)
IPE Update	Dean Singh shared IPE dates and asked that these dates be shared with faculty and interested students. Dean Singh requested that the Graduate School develop some cases during GC retreat in December.	No action required.	
GSBS Distance/Online Education Faculty Compensation Policy	Distributed approved policy.	No action required.	
College Model for Medical Sciences	There will be 4-5 faculty advisors with 40-50 Medical Sciences students. These advisors will provide counsel, letters of recommendation, etc.	No action required.	
Approval of September 2014 Minutes	Dr. Cunningham moved to approve the September 2014 meeting minutes with corrections to the attendees. Dr. Sumien seconded. <u>Motion carried</u> (Unanimous).	Post to GSBS website.	GSBS OAS
Procedures vs. Policies	Dean Singh presented updates for the following procedures: <ul style="list-style-type: none"> - Dr. Simecka moved to approve the Remediation of First-Year Courses, with minor corrections (replace “Stipend” with “financial support”). Dr. Gwartz seconded <u>Motion carried.</u> (unanimous). - Approved procedure for Outside Employment was distributed. 	Include procedure in overall core syllabus and the catalog.	Ms. Johnson

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Statement of Role/Responsibility of Graduate Council Members	*Disseminate information to department faculty. Bring to Grad Council any issues from faculty meetings, as appropriate (policies, committee make-up, etc.) OAS will send out e-mail a couple of weeks before GC to request items/ issues for agenda. *Bring to the table wealth of experience. *OAS will be developing a Graduate Advisor handbook, an easy reference guide.	Participate in IPE activities as appropriate	GSBS faculty and students
Roles of Category I, II, and III Graduate Faculty	Dean Singh distributed a handout with table of guidelines for assigning Graduate Faculty Categories, along with copies of and Section E of GSBS Bylaws about Graduate Faculty appointments. Dean Singh will add a statement of what the department chair letter should include. Chairs letter can offset a lack of independent publications. Dr. Cunningham moved to approve proposal, with amendments regarding letters from departmental chairs. Dr. Sumien seconded. <u>Motion carried</u> (unanimous).	Dean Singh to update guidelines to reflect inclusion of letter details. Update GSBS website/catalog.	Dean Singh GSBS OAS
Procedural considerations associated with transition of MS students into the PhD program	Dean Singh presented a procedure for students who wish to transition from MS to PhD programs. Dr. Simecka moved to approve proposal. Dr. Sumien seconded. <u>Motion carried</u> (unanimous).	Update GSBS website/catalog.	GSBS OAS
Graduate Faculty Appointments	Dr. Simecka moved to approve the appointment of Ryan Rich, PhD to Category I graduate faculty. Dr. Basu seconded. <u>Motion carried.</u> (Unanimous) Dr. Cross moved to approve the appointment of YuChieh (Jack) Wang, PhD to Category II graduate faculty. Dr. Simecka seconded. <u>Motion carried.</u> (unanimous) Dr. Cross moved to approve the appointment of Rhonda Roby, PhD to adjunct, Category I graduate faculty. Dr. Sumien seconded. <u>Motion carried.</u> (unanimous)	Notify appointees and update graduate faculty roster. CHANGE Nomination to remove Categories from Adjunct	Ms. Griffith

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Graduate Faculty Appointments cont.	<p>Dr. Reeves moved to approve the appointment of Russell Wagner, MD to Category II graduate faculty. Dr. Sumien seconded. <u>Motion carried.</u> (unanimous)</p> <p>Dr. Reeves moved to change the appointment of Claire Kirchhoff from Category II to Category III graduate faculty. Dr. Basu seconded. <u>Motion carried.</u> (Unanimous)</p> <p>Dr. Gwartz moved to approve the appointment of Steven Davis, MD to temporary graduate faculty. Dr. Simecka seconded. <u>Motion carried.</u> (unanimous)</p> <p>Dr. Gwartz moved to approve the appointment of Simon Driver, PhD to temporary graduate faculty. Dr. Simecka seconded. <u>Motion carried.</u> (unanimous)</p>		
Library Update	<p>Jack Betcher represented the Library for Michele Whitehead. Construction is ongoing in library near the front desk and stairwell by Java Lab. PAWS is scheduled at the Lewis Library 11/20. A speaker series being launched at the event.</p>	No action required.	
GSA Update	<p>Ms. Lerma updated Council on upcoming GSA events:</p> <ul style="list-style-type: none"> - Raised about \$420 at Walk to End Alzheimer's on 10/25/14. - Another trivia night is being planned for next semester - Outstanding Faculty Seminar on Thursday, November 20 	No action required.	