### RECORDING: Connie Stephens MEETING TIME: 3:01 to 5:12

**PRESIDING:** J. Michael Mathis, Ph.D.. **MEETING LOCATION:** Zoom

**PRESENT:** Berg, Borgmann**,** C. Cloe**,** R. Cunningham, Dossou, Fogelman, Fudala, Goulopoulou, Gregory, Griffith, Handler, Hodge, Johnson, Jones, D. Kendrick, Lam, Mallet, Mathew, Menegaz, Meyer, Rickards, Smith, Stephens, Sumien, F. White

**ABSENT: T.** Cunningham, Meyer**,**

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| **Topic/Agenda Item** | **Discussion/Conclusion** | **Action/ Recommendation** | **Responsible Person(s)** |
| **Minutes** | Dr. Mallet motioned for the June Graduate Council Minutes to be approved, Dr. Gregory second. Motion carried | Post minutes to website |  C. Stephens |
| **Dean’s Update** | No new updates and moved into the agenda. |  |  |
| **Education & Admissions** | Dr. Berg said we have 18 PhD students and 6 for the Traditional Master program. First year students have taken the OQE the next process moving forward will be the Research Proposals. Advisory’s need to stay on top of students about getting them completed. They do not have to have the preliminary data before turning it in. Handbooks are in progress and will be ready by August 1, 2021. |  |  |
| **Library Update** | * Library renovations are happening on the fourth floor, we have set up additional quiet space on other floors for student use
* Dan Burgard was appointed to represent HSC at an open science symposium in the fall at the National Academies of Science, Engineering, and Medicine roundtable. We are excited that his participation might give us more knowledge to be used to structure HSCs efforts in open science: research transparency, campus engagement, and information equity.

The library does not schedule room reservations but the guidelines for students reserving a room needs revising. The administrator that schedules a room reservation need to select the help of CITS when the reservation is first made. |  |  |
| **Graduate Student Association Update** | 1. Peer-to-peer mentoring and SACNAS OQE series initiative was well-received by first year students
2. Two more representatives were added to the GSA team
* Yosef Ansarizadeh (elected Specialized Masters Rep)
* Dipti Debnath (appointed Sustainability Rep)
1. GSA Travel awards applications are open
* Will have five cycles this year
* A couple of applicants already
* Closing First cycle on July 20th, 2021
* Virtual meetings are also taken into consideration
1. GSA Team is in process of planning social mixer during week of new Traditional student orientation
* Last day of orientation (August 19th 2021)
* Faculty is invited
1. One question for Dean’s Roundtable
* Are there plans to increase stipends for GSBS PhD students due to COVID-related surge in prices, living expenses?
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| **Center for Academic Performance Update** | 1. CAP is moving to a new scheduling system in the next few days. We’re moving from Grades First to Symplicity. We will send communication out to students and the campus about this change and how to use it.
2. Our office met with 123 Med Sci students in the past month. 64 of those students made appointments for Writing Support and the remaining 59 made appointments with a Learning Specialist.
3. Our office has had some recent organizational changes. We now have an Assistant Director (Dalenesia Kendrick) and two Learning Specialists (Lauren Carter & Shannon Belden). The office is also supported by the Director (Kristina Clark) and Tutor Services Associate (Brittney Bell).
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| **Graduate Faculty Nominations** | Dr. Sumien nominated Deanna Cross and Dr. Smith second the motion.Dr. S. Mathew nominated Pablo Saenz and Dr. Smith second the motion.Dr. Borgmann nominated Sterling Ortega and second by Dr. Berg.The 3-year-old nominations will need reelected or voted off. |  |  |
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| **Old Business** | No old business |  |  |
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| **New Business** | Felicity White with Admissions join the meeting and had a few points to highlight.* Interview Schedule/Agenda
	+ In-person and virtual options
* Program Highlights
	+ Video testimonials/tours/telling our story
* Student Ambassador Recruitment
* Rater Training
	+ Inter-rater reliability & Consistency
	+ Implicit, unconscious bias training

Dr. Sumien will present at the August meeting for Dr. R. Cunningham and the Department of Admissions the reliability and consistency for processes for these interviews.The SARS Seminars will be receiving a new number for the course so it has its own title. Motion by Dr. Menegaz and second by Dr. Berg. Motion carried.Dr. Berg will head up a committee for a review of Evaluation Forms for Annual Progress Report, OQE, and Research Proposal. Dr. Sumien will co-chair.In reference to the Lab Rotations Dr. T Cunningham will lead a task force to decide who needs to be present at the waiver meeting. A motion for approval of the Undergraduate BioMedical Sciences courses was made by Dr. Smith and second by Dr. Borgmann. Vote was unanimous for the motion.Dr. Mathis presented a motion to approve the Undergraduate BioMedical Science Courses with the course number and titles. It was second by Dr. Berg with development. A vote was unanimous for approval to develop. Motion carried.  |  |  |
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| **Motion to adjourn** |  Motion to adjourn was by Dr. Sumien and second by Dr. Jones. |  |  |