

**University of North Texas Health Science Center
Education Council Meeting
July 13, 2022**

RECORDING: Connie Stephens

MEETING TIME: 3:03 – 4:30

PRESIDING: Dr. Rance Berg for Michael Mathis, Ph.D..

MEETING LOCATION: LIB 400

PRESENT: Berg, Clark, R. Cunningham, Dipti Debnath, Gregory, Hodge, Kerr, Ma, S. Mathew, Mathis, Menegaz, Myer, Ortega, Phillips, M. Smith, D. Smith, Stephens, Sumien,

ABSENT: Bunnell, Borgmann, M. Cunningham, Gardner, Griffith, Inman, Lam, Rickards

Topic/Agenda Item	Discussion/Conclusion	Action/ Recommendation	Responsible Person(s)
Minutes	Dr. M. Smith moved to accept the June Minutes and Dr. Gregory second the motion. Motion carried.	Post minutes to website	C. Stephens
Dean's Update	<p>Dr. Mathis gave a heads up to the council in the next few months a more robust feedback system needs to be evaluated for teaching to encourage and help faculty. He would like input from the Education Council for this endeavor. Dr. Smith and Dr. Gregory volunteered to help with this process.</p> <p>He would also like to start Traditional students at any semester. Dr. Berg has already had to create a Degree Plan for a student that started in the Spring. With modifications and discussion this could be possible.</p> <p>Dr. R. Cunningham stated this would be her last Education Council meeting but didn't hear who the replacement would be.</p>		
Faculty Development	Dr. Gregory will have a mentoring Boot Camp program starting soon. It was suggested to use a guest speaker to aid in the endeavor Dr. Mathis wanted for a robust feedback system.		
Education & Admissions	Dr. Berg stated all was set for the Fall classes. OQE's are in process. He mentioned the Poster Session still seems to be the best way for students to learn more about which lab they would be interested in rotating through. Dr. Mathis suggested the directors reach out to students now about preparing for their Proposals.		

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Program Updates	<p>Dr. Hodge said she had 133 students for face to face and 95 online students. The online registration will stay open until August 12.</p> <p>Dr. Bunnell will be working with Bio Tech students.</p> <p>Dr. Kerr is working on an Undergraduate Handbook as well as the website's landing page with video's so the students can meet some of the faculty. The end date for application is August 1.</p> <p>Dr. Mathew has 12 more students with 7 being online and 5 face to face. There are 19 students doing internships.</p>		
Library Update	<p>Kayleen mentioned they have new resources as well as some resource changes.</p> <ul style="list-style-type: none"> - Complete Anatomy has been added and is ready for downloads - SAGE Research Methods Cases: Medicine & Health has also been added - Books from Oxford Scholarship Online, University Press Scholarship Online, Oxford Handbooks Online, Very Short Introductions, Oxford Medicine Online, and Oxford Clinical Psychology, as well as the AMA Manual of Style will migrate to Oxford Academic on July 14, 2022 		
Graduate Student Association Update	<p>Dipti stated there was no new updates for the group.</p>		
Center for Academic Performance Update	<ul style="list-style-type: none"> • New outreach model for monitoring students – see below • New referral form – https://unthsc-insight.symplicity.com/care_report/ • Workshop July 19th for MedSci students • Appointments so far for SBS students 		

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Appointment Type	Major	Total
Learning Specialist	Biomedical Sciences	3
	Clinical Research Management	13
	General (Non-Degree Seeking)	3
	Integrative Physiology	1
	Medical Science Research Track	5
	Pharmaceutical Sciences	1
	Premedical Science	302
	Learning Specialist Total	
Writing Support	Cell Bio, Immuno and Microbio	2
	Clinical Research Management	7
	Medical Science Research Track	10
	Premedical Science	166
	Writing Support Total	
Grand Total		513

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Semesterly CAP Outreach Plan

1st week of classes – outreach email to all students to remind them of our services

After 1st exam – General outreach

After 2nd exam – Targeted outreach based on overall course grade

Further targeted outreach as determined in monthly meetings between CAP and the program. This can be class-wide or individualized.

Targeted individual outreach based on Student Success Referrals

Student Success Referral

- Can be submitted at any time by anyone – link will be available on the CAP website (https://unthsc-insight.symlicity.com/care_report/)

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- Learning Specialists or Writing Coordinator will follow up with each student based on particular referral reasons
- Senior Learning Specialist will upload a report of students who met with us prior to monthly check-in meetings to ensure an active feedback loop. The report will be available in the shared Teams folder
- This form (screenshot on next page) will go live in June for our Medical Sciences program

The screenshot shows a web form titled "Student Success Referral" with the "hsc" logo at the top. The form includes a legend for required fields, a "Reporter Information" section with fields for name and email, a "Student Support Referral Information" section with fields for student name and ID, and a "What is the nature of your concern?" section with a radio button for "Academic Concern" and a list of checkboxes for "Study Skills", "Time Management", and "Stress Management".

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Student Success Referral

* Indicates a required field

Reporter Information

This form is used only for referring students for academic assistance from the Center for Academic Performance. If you believe the student needs additional assistance you reach out to the Office of Care and Civility at www.unthsc.edu/oc.

Reporter's Name *

Reporter's Email Address *

Student Support Referral Information

Student's Name *

Student ID # *

What is the nature of your concern? *

Academic Concern

Academic Concern Type(s) *

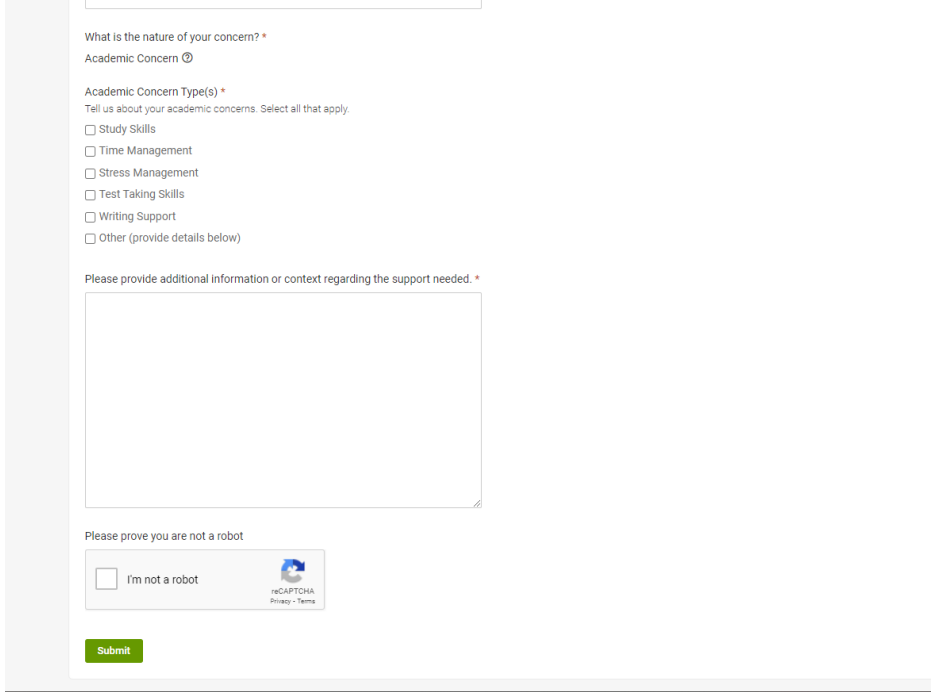
Tell us about your academic concerns. Select all that apply.

Study Skills

Time Management

Stress Management

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<p>Distance Education Committee</p>	<p>Dr. Mathis announced Joseph Malaer will be our contact for Distance Education Committee for the future.</p>		
<p>Old Business</p>	<p>Dr. Berg presented the Revised TA Procedures for MS Student, Agreement Between Course Director and Teaching Assistant and TA Time Reporting Document. This was approved with changes by Dr. Hodge and second by Dr. Mathew, the motion carried.</p>		

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	The next phase for this is to clean-up the Qualtrics in order to add to SharePoint for feedback as a pdf so a report can be sent to the course directors.		
New Business	<p>BMSC 5160 DL Online Course to be offered every semester – approved by Dr. Gregory and second by Dr. Berg.</p> <p>BMSC 6390 was approved by Dr. Berg and second by Dr. Smith. Motion carried on both.</p>		
Graduate Faculty Nominations	Nicole Crowe – approved by Dr. Gregory and second by Dr. Smith. Motion carried. Dr. Hughes – approved by Dr. Berg and second by Dr. Phillips. Motion carried.		
Motion to adjourn	Motion to adjourn was made by Dr. Gregory and second by Kim Meyer.		