

GRADUATE COUNCIL MINUTES

Monday April 19, 2010

3:30 pm

Council Members:

COB

Nabarun Ghose
Louann Cummings
Joon-Young Song (A)

COE

Mary Cameron
Gwynne Rife (A)
Chris Moser

COHP

Laura Schmelzer
James Yaggie
Sharon Fleming Walsh

COLA

Christine Tulley (A)
Jennifer Fennema-Bloom
Matthew Stolick

COS

Bill Carter
Pam Warton (A)
Mike Edelbrock(A)

COP

Lori Ernsthausen
Laura Perry
Alex Vaglenov

Chair: Sharon Fleming Walsh

Ex-Officio:

Tony Goedde, Registrar
Tom Dillon, Graduate Dean
Robert Schirmer, Library Director (A)
Grant Wilkinson, Parliamentarian
Timothy Murphy, Faculty Senate Liaison

Heather Riffle, Graduate and Professional Studies
Jill Gear, Director of Grants and Contracts Administration
Sara Hingson, Director of External Academic Affairs
Bryan Reid, Graduate Student Representative (A)

S. Fleming Walsh called the meeting to order.

S. Fleming Walsh asked for a motion to approve the minutes of the March 22nd meeting. M. Cameron made a motion to accept the minutes, seconded by M. Stolick. MOTION passes.

Report of the Registrar

T. Goedde had no report at this time.

Report of the Graduate Student Representative

T. Dillon reported to the committee that a Graduate Student Representative has been elected for the next year. The student representative will begin to look at a Graduate Student Association to potentially begin in the fall 2010.

Report of the Library Director

No report.

Report of the Director of External Academic Affairs

Hingson reported that the Graduate Catalog is currently at print. The current version will be live on the website within the week.

Hingson also reported that Physician Assistant will have an accreditation visit in June. The Pharmacy accreditation visit last week appeared to be a success, as well.

Report of the Director of Grants and Contracts Administration

J. Gear reported a NSF grant submission will be submitted this week that will benefit both graduate and undergraduate programs. Additional NSF grants will be submitted in the next month for needed equipment.

J. Gear was asked to update the council on the status of the change in grant submission process. At this time it is being handled on a case by case basis. All-Hazards team will review submissions as needed at this time.

Report of the Graduate Dean

T. Dillon reported on his attendance to the University Continuing Education Association (UCEA) conference. T. Dillon will provide more information regarding professional continuing education and procedures to put the process into place here at The University of Findlay. The hope is to expand credit and non-credit offerings.

T. Dillon also noted that the OBR has added a cost for review of requests for programs. This directly affects development and wanted the council to be aware of the change.

Committee Reports

Curriculum:

B. Carter reported that the committee has met to approve proposals to be brought for new business. The committee will also bring forward items for approval in Information only.

Faculty Standards:

M. Cameron reported that the committee has approved the use of rubric form for full time faculty and another form for adjunct faculty. This will help to make the review process clearer. The rubric is now based on a point system and the levels were removed. The adjunct rubric removes the plan of scholarly activity. T. Dillon noted that on the Graduate Teaching History section should state "in past 3 years". M. Cameron accepted the change as noted. N. Ghose asked for clarification to "experience in relevant field" on the adjunct rubric. M. Cameron noted that this will be determined by the Deans. M. Cameron asked that the committee look at the rubrics and provide any additional feedback.

M. Cameron also noted that those faculty up for renewal for the fall 2011 will be able to begin to apply early in the spring 2011 if ready. The committee has also begun discussion on whether graduate assistants awarded to faculty should also have graduate faculty status. Further discussion on the topic will be in the fall.

Student Standards:

N. Ghose reported that the committee had met to review student appeals. The committee will also begin to look at the evaluation process for awarding of graduate assistantships for next year.

Hingson also wanted to remind the Student Standards committee to review the new grade challenge policy that goes into effect May 1, 2010. This may affect some appeals that are submitted for review.

Admissions and Recruitment:

M. Stolick reported that the committee had met to review the admission standards for the Health Informatics proposals that will be brought forth in new business. The committee has approved the standards for the proposal.

Research and Scholarship:

S. Fleming Walsh reported that the committee begun to collect graduate peer reviewed publications to begin to generate a report. Currently the committee is looking for anything reviewed within the last 18 months. The plan is to have an ongoing report for every year. Rife will send out an email reminding faculty to submit the information.

T. Dillon noted that the endowed fund for graduate research is underway. Donors will have several options to give to the fund. They can give to general faculty research; give to a specific project or equipment; or to a student. The detailed brochure will be going out to potential donors from the Development Office.

OLD BUSINESS

S. Fleming Walsh asked the council members that may have a desire to change standing committee membership to email her their request. New elected council members will be invited to the May council meeting to also give input.

S. Fleming Walsh also requested the standing committees to submit goals for the next year with their end of the year reports.

NEW BUSINESS

Carter made a motion, seconded by Stolick to approve the addition of the courses COLL 501 Introduction to Health Informatics and COLL 523 Ethical Issues in Health Informatics. These courses are to be offered beginning summer 2010 as colloquium courses for students in this emerging field.

S. Fleming Walsh called for a vote. MOTION passes.

Carter made a motion, seconded by Fennema-Bloom to approve the addition of the following courses in Health Informatics: HINF 501 Introduction to Health Informatics, HINF 523 Ethical Issues in Health Informatics, HINF 541 Introduction to Clinical Information, HINF 553 Database Systems for Healthcare, HINF 620 Health Care Delivery Outcomes, and HINF 690 Professional Practice Experience I. These courses will become part of a 17 credit hour Certificate in Health Informatics.

T. Murphy asked why develop a certificate and not a masters degree. Carter clarified that the health informatics field is rapidly growing and will compliment current master degree offerings such as the MBA in Health Care and other College of Health Profession majors. This is also viewed as a potential addition to those that already have earned a masters degree. J. Richey further added that this question was addressed in the market survey and the results proved that a certificate would be the most attractive to working professionals as it can be completed in one year taking one to two courses per term. The college of health professions is hoping to yield more enrollments with a short term program and will also be addressing an immediate need for the field.

S. Fleming Walsh called for a vote. MOTION passes.

Carter made a motion, seconded by Cummings to approve the Certificate in Health Informatics.

S. Fleming Walsh called for a vote. MOTION passes.

J. Richey took a moment to thank the council and all involved in the process of approval.

INFORMATION ONLY

Carter brought for information only modifications to course descriptions for OCTH 650 Occupational Therapy Project I, OCTH 651 Occupational Therapy Project II, and OCTH 652 Occupational Therapy Project III. The changes relate to accreditation issues associated with the program.

Carter made a motion, seconded by Stolick to postpone the May council meeting as there are no agenda items for discussion at this time.

S. Fleming Walsh called for a vote. MOTION not passed. May meeting will be held as scheduled.

There was a motion to adjourn at 5:00 pm.



Dr. Sharon Fleming Walsh, Chair

April 19, 2010
Date