

**University of North Texas Health Science Center  
Graduate Council Meeting  
January 12, 2017**

**RECORDING:** Carla Johnson  
**PRESIDING:** Meharvan Singh  
**PRESENT:** Berg, Cheng, Cunningham, Gonzales, Griffith, He, E. Johnson, Mao, Marciante, Moore, Novroski, Patterson, Simecka, Sumien, Warren  
**GUEST:** Uteshev  
**ABSENT:** Basu, Gwartz, Luedtke, Reeves, Smith

**MEETING TIME:** 3:00 p.m. – 5:00 p.m.  
**MEETING LOCATION:** CBH - 344

<b>Topic/Agenda Item</b>	<b>Discussion/Conclusion</b>	<b>Action/Recommendation</b>	<b>Responsible Person(s)</b>
<b>Approval of November 2016 Minutes</b>	Dr. Sumien moved to approve the November 2016 minutes. Dr. Gonzales seconded. <u>Motion carried.</u>	Post to GSBS website.	A. Griffith
<b>Temporary Leave of Absence (Tabled from November)</b>	<p>At the November meeting, members discussed suggested changes to the Temporary Leave of Absence procedure. Mrs. Johnson was tasked with inquiring into visa repercussions for international students removed from payroll for 2-4 weeks. She reported that the International Student Advising Office advised that a temporary interruption in pay would not cause an issue for international students. Mrs. Johnson also consulted Human Resource Services regarding student insurance coverage with a payroll interruption. She reported that placing a student on leave without pay (LWOP) would suspend both pay and benefits for the designated time period. If the student purchased the student insurance policy (most do), their insurance remains valid because it is not tied to payroll. If the student accepted the employee insurance, ERS will bill them for the entire premium for the time period of LWOP. As long as the premium is paid, insurance coverage remains valid.</p> <p>The issue was tabled again and Dr. Singh was tasked with consulting the Office of Grants &amp; Contracts (OGC) to determine if placing a student on LWOP would cause a compliance issue with research grants.</p>	<ul style="list-style-type: none"> <li>▪Consult OGC to determine if placing student on LWOP is compliant with grant requirements</li> </ul>	M. Singh
<b>President's Councils</b>	Dr. Singh updated members on the purpose of the newly formed President's Councils. The President will bring an issue		All

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	to a Council. That Council will gather information and make a recommendation to the President. The 5 Councils are: Academic, Research, Budget & Finance, Built Environment, and People & Culture.		
<b>Course Inventory</b>	Dr. Sumien moved to approve the proposed course Strategies and Challenges in Drug Discovery. Dr. Simecka seconded. <u>Motion carried.</u>  Dr. Planz moved to delete Non-Human Forensic Genetics (MOMG 5203) and Population Genetics (MOMG 5301) from the MOMG course inventory and modify Forensic Genetics Data Analysis (MOMG 5401) as submitted. Dr. Simecka seconded. <u>Motion carried.</u>	Update course inventory with the Office of the Registrar	C. Johnson
<b>Competencies</b>	Dr. Singh reminded advisors to work on program-specific competencies. All requests for new courses need to be tied to competencies by May 30, 2017 (first day of Summer 2017)	Provide matrix of first-year courses as example	J. He
<b>Recruitment Survey</b>	Ms. Griffith led a brief discussion of the recruitment survey distributed to members prior to the meeting and asked that everyone complete it as soon as possible.	Complete recruitment survey	All
<b>Graduate Faculty Nominations</b>	Dr. Cheng moved to approve Category I graduate faculty membership for Umesh Sankpal, PhD. Dr. Simecka seconded. <u>Motion carried.</u>	Update graduate faculty roster	C. Johnson
<b>Graduate Student Association</b>	<ul style="list-style-type: none"> <li>▪Currently seeking nominations for officer positions for 2017-18</li> <li>▪GSA merchandise available for purchase</li> <li>▪GSA providing scholarships to students who have a break in funding due to visa regulations</li> <li>▪Working on a spring social and would like feedback from faculty members</li> </ul>		

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<b>Library Update</b>	Ms. Johnson announced upcoming sessions offered through the Lewis Library		
<b>CAP Update</b>	Ms. Moore announced that the Center for Academic Performance is working with the library and other departments to offer RAD abstract and poster prep sessions.		
<b>Sigma Xi Nomination Criteria</b>	No changes were suggested for the Sigma Xi nomination criteria.	Call for nominations	C. Johnson
<b>Announcements</b>	<ul style="list-style-type: none"> <li>▪The next Graduate Council meeting is scheduled for Thursday, January 12, 2017. The deadline to submit agenda items is January 5, 2017.</li> <li>▪Graduate faculty retreat on curriculum changes and competencies planned for March 1, 2017</li> <li>▪April 7, 2017 is a blackout date for defenses due to RAD</li> <li>▪GSBS Awards Banquet is planned for Wednesday, May 3, 2017, at the Ashton Depot.</li> <li>▪Sonny Singh Open scheduled for May 6, 2017 at Rockwood</li> <li>▪Commencement Exercises will be held on Saturday, May 20, 2017, at TCU Schollmaier Arena, 9:00 am. Faculty members were advised to watch for e-mails to RSVP and/or order regalia.</li> <li>▪Lab Archives – Dr. Singh urged faculty to use Lab Archives going forward to replace paper lab notebooks. Lab Archives never deletes, is sharable, and secure. Contact Katrina Gordon with questions.</li> <li>▪General Scholarship Application is open and includes the Dauphin and GSA scholarships. Please encourage your students to apply.</li> <li>▪Neurobiology of Aging has one more year of funding. Please encourage your students to apply.</li> </ul>		