

**University of North Texas Health Science Center
Graduate Council Meeting
September 12, 2019**

RECORDING: Carla Johnson

PRESIDING: Patricia Gwartz, Ph.D.

PRESENT: Barber, Basu, Clark, R. Cunningham, Griffith, Gwartz, E. Johnson, Krishnamoorthy, Mallet, S. Mathew, Patil, Planz, Proulx, Smith

ABSENT: Berg, Gouloupoulou, Mathis, Menegaz, Simecka, and Warren

GUESTS: Mire, Klein

MEETING TIME: 3:03 – 4:00 pm

MEETING LOCATION: CBH - 344

Topic/Agenda Item	Discussion/Conclusion	Action/ Recommendation	Responsible Person(s)
Approval of August 2019 Minutes	Dr. Planz moved to approve the June 2019 minutes. Dr. Mathew seconded. <u>Motion carried.</u>	Update website	C. Johnson
Dean's Update	<ul style="list-style-type: none"> • GSBS Faculty Bylaws are under revision. Dr. Gwartz is reviewing the draft, followed by department chairs, Graduate Council and then general faculty for review and input before a vote on ratification. 		
Office of Care and Civility	<ul style="list-style-type: none"> • Dr. Emily Mire gave an overview of the functions of her office. The Office of Care and Civility now handles both student wellness and student behavioral issues. She encouraged faculty members to use the Report of Student of Concern form to report any issues and asked for as many details as can be provided. If there is an issue of academic dishonesty, be sure to maintain exams, etc. to be used as evidence. The office is working with the compliance office to establish training for faculty regarding acceptable vs. non acceptable academic behavior. The office is implementing a Pathways program to bridge behavioral issues with behavioral improvement. • Chris Klein explained the purpose of Care Team, They match students with resources both on and off campus. • Carla Johnson and Derrick Smith are the GSBS representatives to Care Team. 		
Center for Academic Performance	<ul style="list-style-type: none"> • Did a workshop on essay writing • Two power hours coming up (1) test taking skills/anxiety and 2) self care and stress management • Write Here Right Now, in the library on Thursdays 11-1 		

**University of North Texas Health Science Center
Graduate Council Meeting
September 12, 2019**

Library Update	<ul style="list-style-type: none"> • Truth or Trash? Evaluating Health Information/Fake News, September 17, 12-1, LIB 110 • Altmetrics, Non-Traditional Bibliometrics and Scholarly Identity, October 8, 12-1, LIB 110 • Open Access Week, October 21-25 • New mac OS Catalina will not be compatible with any version of EndNote other than X9 (most recent). If you update your OS to Catalina, you will need to be sure that you are running EndNote X9 and have updated that software as well. Catalina coming out this month. Download EndNote X9 application from the library website and can continue to use your same library files on the new version. • Emily Johnson has taken a new position at UTSA and will be here through the end of October. 		
GSA Update	<ul style="list-style-type: none"> • Students now using Engage (replaced OrgSync) • Heart Walk is this weekend; organized 36 registered volunteers for Team HSC • (Include presenters and topics) GIST is on September 25, CBH-220, 12:15-1:15, food for the first 50 attendees • Family Day is October 12th. GSA organizing tours for Med Sci attendees and traditional attendees • GSA included in powder puff tournament this year for the first time; officers are putting together a team • Travel award cycle is open for November and December meetings. Info sent out via Engage and GSA Facebook sale • Merchandise sale planned for October • November GIST – need presenters 		
Admissions & Recruitment	<p>Recruitment season has begun. Ms. Griffith circulated the newest traditional brochure. There is another brochure in the works for summer programs as well as CRM and outreach programs. We will be soliciting information for a discipline insert for the traditional brochure. Advisors will be hearing from Meredith Fogleman from the dean’s office to collect information.</p>		

**University of North Texas Health Science Center
Graduate Council Meeting
September 12, 2019**

OQE and Research Proposal Procedures	<p>Carla Johnson presented the Oral Qualifying Examination procedural changes agreed upon at an ad hoc meeting of graduate advisors as they would appear in the catalog text. Dr. Planz moved to approve the procedures as presented with the addition of a time frame requirement for OQE chairs to provide feedback to the student and major professor. Dr. Mallet seconded. Motion carried.</p> <p>Carla Johnson presented the MS Research Proposal procedures agreed upon at an ad hoc meeting of graduate advisors as they would appear in the catalog text. Dr. Planz moved to approve the procedures. Dr. Smith seconded. Motion carried.</p> <p>Carla Johnson presented the PhD Research Proposal procedures agreed upon by an ad hoc meeting of graduate advisors as they would appear in the catalog text. Dr. Planz moved to approve the procedures. Dr. Basu seconded. Motion carried.</p> <p>Carla Johnson presented the new form required for implementation of the aforementioned research proposal procedures, the Notice of Proposal Seminar & Defense. Dr. Planz moved to approve the form. Dr. Mallet seconded. Motion carried.</p>	Update website	C. Johnson
Course Inventory	Dr. Mallet moved to delete PHAN 5141, PHAN 5304, PHAN 6320, PHAN 6330 and PHAN 6370 from the course inventory. Dr. Barber seconded. Motion carried.	Send forms to registrar for course inventory update.	C. Johnson
Graduate Faculty Nominations	<p>Dr. Planz moved to approve Cara Ocobock, PhD for temporary graduate faculty membership. Dr. Barber seconded. Motion carried.</p> <p>Dr. Krishnamoorthy moved to renew Abbot Clark, PhD for Category III. and Tara Tovar-Vidales, PhD for Category II graduate faculty membership. Dr. Barber seconded. Motion carried.</p>	Update graduate faculty roster	C. Johnson
Announcements	The next meeting is scheduled for October 9, 2019. Agenda items must be submitted in writing for consideration by October 2, 2019. After		

**University of North Texas Health Science Center
Graduate Council Meeting
September 12, 2019**

	<p>September, meetings will be held the second Wednesday of each month unless otherwise notified.</p> <p>Dr. Gwartz announced that we are still mapping competencies to courses and thanked everyone who working on the project.</p> <p>Catalog edits coming soon. Start reviewing your course inventory!</p>		
--	---	--	--