

**University of North Texas Health Science Center
Education Council Meeting
May 11, 2022**

RECORDING: Connie Stephens

PRESIDING: Michael Mathis, Ph.D..

PRESENT: Borgmann, Clark, M. Cunningham, R. Cunningham, Fudala, Gregory, Handler, Hodge, Inman, Kerr, Ma, S. Mathew, Mathis, Menegaz, Rickards, M. Smith, D. Smith, Stephens, Sumien,

ABSENT: Berg, Lam, Ortega, Phillips, Griffith,

MEETING TIME: 3:03 – 4:10

MEETING LOCATION: LIB 400

Topic/Agenda Item	Discussion/Conclusion	Action/ Recommendation	Responsible Person(s)
Minutes	Dr. Borgmann moved to accept the April Minutes with changes to the milestone discussion and Dr. Smith second the motion. Motion carried.	Post minutes to website	C. Stephens
Dean's Update	At the start of the meeting, Dr. Mathis requested suggestions/options for how new documents could be presented during the meeting to shorten its duration. After several suggestions from the group it was agreed to send last month's minutes and new documents to be discussed sent out one week before the regular scheduled meeting. New documents will be discussed and then tabled for a vote at the next meeting.		
Faculty Development	Dr. Gregory stated course BMSC 6102 is already listed in the catalog as a required course.		
Education & Admissions	Dr. Mathis presented for Dr. Berg that we had 18 offers for the Fall. 12 are Texas residents, 4 from other states, and 2 internationals. We have 5 for masters, 1 URM and a good number for Traditional students.		
Program Updates	Dr. Hodge said she had 131 students apply for face to face only 41 offers so far with no response. Online has 184 applicates with 13 of these pending. Registration was opened March 1 through July 1, 2022. Dr. Mathis has 5 new students, 2 face to face and 2 online. He has 18 starting internships on June 6. Dr. Bunnell stated Dr. Fudala will be assisting him with Bio Tech. So far they have 1 applicate.		

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	<p>Dr. Rickards announced we have 14 MSRT students finishing the course with 7 being accepted into medical school, 4 staying on campus, 3 waiting still to hear results, and 1 online transfer.</p> <p>Dr. Kerr gave an update of the following:</p> <ol style="list-style-type: none"> 1) Admitted/awarded first student 2) Academic Calendars are online! 3) Catalog edits are done – next year separate catalogs 4) Policy & Procedures revisions 5) SBS Bylaw revisions 6) Course/program EOC evaluation prompts - TES 7) Recruiting – College search sites; active military; DCCD; UG faculty teaching profiles 8) Acadium consortium – other Tx schools offer online science prereqs 		
Library Update	No update this month		
Graduate Student Association Update	Dr. Mathis introduced the new GSA officers, Jennifer Gardner and Dipti Debnath.		

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	<p>Upcoming name change for GSA sometime this summer to be inclusive of undergraduate students.</p> <p>It was suggested to ask this group their thoughts on the Award Banquet for next year.</p>		
Center for Academic Performance Update	<p>CAP has 2 open positions for students working no more then 19 hours a week earning \$15.00 an hour.</p> <p>CAP will be hiring another Learning Specialist.</p>		
Distance Education Committee	<p>DAI is hosting an educational media open house: May 20th and May 31st 12-2pm – how to enhance tech and educational resources.</p> <p>It is in LIB-410 (the media studio): https://www.unthsc.edu/academic-innovation/events-calendar/</p>		
Old Business	<p>Dr. Sumien presented the forms for Milestones telling all they went back to the scoring of: Does not meet expectations, meets expectations, and exceeds expectations as requested last month. The motion to accept by Dr. Sumien and second by Dr. Fudala. Motion carried.</p> <p>Only the form for OQE’s can be used until Fall of 2022.</p> <p>The TA Procedures were presented by Dr. Inman telling the group they took suggestions from the students themselves.</p> <p>Dr. Handler suggested: 1. Wording – the intent needs to be “access for grading”. 2. Concern on sections for remediating students in Canvas (would need to occur when students register) 3. Students have access to the course on Canvas and can grade assignments. However, the course director and faculty have oversight of the grading and the grades assigned. The course director</p>		

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	<p>will assign and approve final grades for the course. 4. A student cannot serve as a TA for a student that was in their cohort. The course director will be notified of this.</p> <p>Dr. Rickards suggested the following: 1. To develop an official detailed rubric for evaluation of TAs. The evaluation should then be shared with the TA and their major professor for use in the student's annual evaluation/progress report. 2. There should also be some consequence for course directors failing to complete TA evaluations. 3. Assisting faculty in creating content for specific activities. 4. All TAs will be evaluated at the end of the course by the students in the class, using the standard student evaluation online system. TAs will also be evaluated by the course director. 5. All course TA assignments will be traced annually by the Assistant Dean of Graduate Education and Admissions. 6. The course director will be notified of the students in the class that are retaking the class. The course director is responsible for ensuring that the student retaking the course is not paired with a TA from their cohort. 7. It is expected that the students will fulfill their GTA obligations based upon the needs of the specific courses and the requests of the course directors. It is expected that the course directors will work closely with the TAs to provide a meaning.</p>		
New Business	BMSC 6390 for Individual study was approved by Dr. Gregory and second by Dr. Smith. Motion carried.		
Graduate Faculty Nominations	None this month.		
Motion to adjourn	Motion to adjourn was made by Dr. Fudala and second by Dr. Hodge. Meeting ends at 4:10.		