



Graduate Studies Committee

May 31, 2012
12:00PM – 1:00PM

Dean's Conference Room (4307, HPNP)

Members: Dr. Hendrik Luesch (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Joanna Peris (PD), Dr. Tony Palmieri (PC), Dr. Almut Winterstein (POP), Dr. Taimour Langae (PTR), Dr. Bill Millard (ORGS), Jonathan Schelfhout (SP)

Guests: Dr. Diane Beck



AGENDA TOPICS

- + Accept Minutes

- + Outcomes Assessment Update

- + T/A Assignments for fall

- + New Graduate Courses Proposal (Dr. Peris)

- + Electronic Document Management System (EDM)

- + Research Showcase Timeline



Graduate Studies Committee

Minutes from May 31, 2012

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- Members:** Dr. Hendrik Luesch (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Joanna Peris (PD), Dr. Sihong Song (PC), Dr. Almut Winterstein (POP), Dr. Taimour Langae (PTR), Dr. Bill Millard (ORGS), Jonathan Schelfhout (SP)
- Absent:** Jonathan Schelfhout, Dr Palmieri
- Guests:** Dr. Diane Beck
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- ✚ **Accept Minutes:** Meeting began at 12:08pm with a few revisions to the minutes from April's meeting... corrected and on site.

- ✚ **Outcomes Assessment Update:** Dr. Beck began the meeting by passing out the COP Assessment Monitoring Report in order to receive feedback from the members of the committee. Dr. Beck is looking specifically at the benchmarks and wants to the members to see where the college stands and what can be done to improve sections needed. Dr. Winterstein had a couple of changes that she wished to change under her department. There was a question about grades for graduating students which in fact are grades for incoming students.

- ✚ **T/A Assignments for fall:** Dr. Millard wanted to remind all the members that they are expected to have T/A names for the July meeting. He also mentioned the need to have licensed pharmacists for certain courses in PTR and may require sharing of TAs to make this happen this year. PD may have issues with available TAs for the PBD course sequence this coming year because all new PD graduate students will be required to take the graduate level PBD course and cannot TA the PBD course will enrolled in the graduate level course (see below).

- ✚ **New Graduate Courses Proposal (Dr. Peris):** Dr. Peris introduced two new graduate courses to the committee. The new courses would be aimed at the new incoming students in order to teach Systems Physiology and Pathophysiology - I for Fall and Spring. These two course were approved unanimously by the committee.

- ✚ **Electronic Document Management System (EDM):** Jose mentioned that EDM is a new system that is used by thesis/dissertation students/ and the Graduate School Editorial staff.

Dr. Millard wished to have the members of the committee forward this information to their students.

- ✚ **Research Showcase Timeline:** Debbie wrote out a checklist of what needs to be done and the order in which it should occur. It breaks down the exact duties that the host department has and what is expected of them up to the day of the event. Duties of the host department on the day of the actual event will be added to the new checklist.

ACPE Site Visit has been changed to February 18-22. This date conflicts with the date of the showcase and Debbie will look into the possibility of moving the date of the showcase. February 28th was the date available and confirmed.

All members also agreed that moving up the dates of the announcements for new graduate student fellows and Grinter's to about two weeks would be a good idea.

- ✚ **Continuum:** Dr. Millard wanted to pass on the memo he received in reference to a new student housing complex called the Continuum. Dr. Millard thinks this would be a good place for our graduate students to consider for housing since it is an upscale facility that suits the need of graduate students. Members are encouraged to forward this information on to their students.

Meeting adjourned at 12:47pm.