

4301 West Markham, #601
Little Rock, AR 72205-7199

501-686-5454
501-686-5661 (fax)

Memorandum

Date: March 31, 2011

To: Members of UAMS Graduate Council and All Other Graduate Faculty

From: Dr. Helen Beneš, Chair *H. Beneš*

Subject: Graduate Council Meeting Minutes – March 18, 2011

Members Present: Drs. Abraham, Basnakian, Borders, Crook, Das, Goodwin, Gottschall, Hendrickson, Krukowski, Ms. Butler, Dr. Wessinger substituting for Dr. Post, Dr. Soulsby substituting for Dr. Simmen, Dr. Guyette substituting for Ms. Hutton and Mr. Cragle substituting for Ms. Watts.

Members Absent: Drs. Ferguson, Gray, Post, Simmen, Ms. Hutton and Ms. Watts.

Non-voting Members Present: Dr. Robert E. McGehee, Jr., Dr. Kristen Sterba, Mr. Jackie McRoberts and Ms. Pattie Hamilton

Non-voting Members Absent:

Attendees: Dr. Madan Dey, UAPB Aquaculture Program

Dr. Beneš called the meeting to order.

1. Approval of Minutes

The minutes of the February 18, 2011 meeting were approved.

2. Administrative Items

Dr. McGehee reported that the Ben Davis event sponsored by the Graduate Student Association and the Graduate School was well attended. Dr. McGehee stated that he has received great feedback on the event.

Dr. McGehee stated that some upcoming events include:

1. Commencement and the Graduate School Brunch will be May 21. He stated the faculty are invited to attend. The first Health Systems Research Ph.D. student, Tommy Bird, will be the student speaker.
2. The Spring Graduate School Reception will be held April 14.
3. Student Research Day will be held April 1 with 140 abstracts for display which includes 78 graduate students representing all colleges. There will be a keynote speaker at noon.
4. Friday Live or the Spring Fling at UAMS will be held April 15 at noon in the Hospital Lobby Gallery. The Graduate School student dancers will perform.

Dr. McGehee stated that the Director of the ADHE, Dr. Jim Purcell resigned and Deputy Director Shane Broadway was named Interim Director.

Dr. McGehee reported that he had the budget meeting with the Chancellor and that the Graduate School is in the same financial shape as last year. He stated that the Chancellor is extremely appreciative of the Graduate School and its role on the UAMS campus.

Dr. McGehee stated that he is continuing to award travel grants to students attending national meetings and at this time will not award GSRF grants.

Dr. McGehee announced new procedures for processing registration forms in the Graduate School Office. Preliminary course rosters will be sent a few days before classes start and official course rosters will be sent after the last day to register. Dr. McGehee asked for the Program Directors' help in reporting to the Graduate School when Course Directors start courses; and if anyone else from a graduate program signs a registration form for a Course Director, to please ensure that the Course Director is promptly informed.

Report from Dr. Sterba

Dr. Sterba reported that Dr. McGehee, Dr. Thomas and she had to reschedule their trip to Jackson State University. They will be meeting with faculty and students on April 19 to discuss collaborations.

Dr. Sterba announced that this year's Career Day for Biomedical Sciences will be held Thursday, October 13 in the Spine and Neuroscience Institute (due to construction in the IOA).

Dr. Sterba stated that she will be attending the SAEOPP McNair conference on June 25 and the NIH Professional and Graduate School Fair on July 22, representing the UAMS Graduate School.

Dr. Sterba reported that there are two seminars scheduled for the Graduate School Teaching Committee. The dates and titles are listed below. She also mentioned that the Graduate School will sponsor two (2) students to attend the Teaching with Technology Symposium in July.

Beatrice Boateng, Ph.D.

"How To Create an Online Academic Portfolio and Teaching Statement"

Friday, March 18, 2011

Noon-1 pm

Rayford Auditorium

Co-sponsored by the UAMS Initiative for Maximizing Student Development Program

Lydia McDonald

"Effective Teaching Techniques"

Monday, April 25, 2011

Noon-1 pm

Rayford Auditorium

Dr. Goodwin stated that the College of Nursing teaches some courses that might be helpful to graduate students wanting to develop teaching techniques. Dr. Goodwin will forward the information to Dr. Sterba.

Report from the Graduate Student Association

In Ms. Watts' absence, Mr. Cragle reported on the GSA events as listed below:

1. **Scheduled Events for Spring Semester 01/07/11**
 - April – Crawfish Boil and Habitat for Humanity Service Project
 - May – Canoe Trip
2. **Intramural Softball**
 - Coed team : the Benchwarmers
3. **Spring Semester Service Projects Update:**
 - Volunteering with Habitat for Humanity 4/2
4. **Health Clinic/Fees**
 - Students are still exploring what to do about the health clinic/fees. Several officers and graduate students are attending the ASG meeting 3/14 which is supposed to address this, and we're distributing flyers to collect more information about how students generally feel about the clinic and its fees.
5. **Graduate Student Teaching Committee – headed by Laura Broederdorf**
 - Beatrice Boateng, Ph.D.
“How To Create an Online Academic Portfolio and Teaching Statement”
Friday, March 18, 2011, Noon-1 pm
Rayford Auditorium
Co-sponsored by the UAMS Initiative for Maximizing Student Development Program
 - Lydia McDonald
“Effective Teaching Techniques”
Monday, April 25, 2011, Noon-1 pm
Rayford Auditorium
6. **Treasury Report**
 - Balance as of 3/11: \$505.91
 1. Old Business

Drs. McGehee, Post and Eisenach met with regards to the Pathology Master of Science Program. The Graduate Faculty in the Pathology Program unanimously voted to end the program. Based on this recommendation from the Pathology faculty, a motion was made and seconded to notify the ADHE of this decision. The motion unanimously passed. Dr. McGehee will send a letter of notification to the ADHE.
 2. New Business

Dr. McGehee stated that the Teaching with Technology Symposium will be held in July.

Dr. Wessinger announced that the Teaching with Technology Committee is offering an excellence award. He asked for everyone to watch for the award application and information soon; the deadline will be April 25th.

3. Reports from Committees

Assessment Committee – Dr. Hendrickson reported that the Assessment Committee will meet on March 29 at 11:00 am (COPH 6/244) to discuss Reports from the Toxicology Program and from the Physiology Program. Dr. Hendrickson stated that the committee will meet with both faculty and students in both programs in April for interviews.

Curriculum Committee – Dr. Gray was absent. There were no proposals for review.

Faculty Committee – Dr. Abraham reported that the Faculty Committee reviewed and recommended five applications for Graduate Faculty appointment: Dr. William Hogan, Bioinformatics Program; Dr. Robert Eoff, Biochemistry and Molecular Biology Program; Dr. Jeffrey Kaiser, Interdisciplinary Biomedical Sciences; Dr. George Andrew James, Interdisciplinary Biomedical Sciences; and Dr. Mildred M. Randolph, Interdisciplinary Biomedical Sciences. The Council approved these recommendations.

4. Announcements- none

The meeting adjourned at 5:10 p.m.