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Memorandum

Date: November 1, 2011

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

From: Dr. Helen Beneš, Chair 

Subject: Graduate Council Meeting Minutes – September 15, 2011

Members Present: Drs. Abraham, Basnakian, Borders, Crook, Ferguson, Goodwin, Gottschall, Gray, Hendrickson, Krukowski, Post, Ms. Butler, Ms. Hutton and Ms. McDaniel.

Members Absent: Dr. Simmen

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

Non-voting Members Absent: None

Attendees:

Dr. Beneš called the meeting to order.

1. Approval of Minutes
The minutes of the August 18, 2011 meeting were approved.
2. Administrative Items
Dr. McGehee announced that the Research Induction Ceremony will be September 27 at 3:00 pm with a reception to follow. Dr. McGehee asked everyone to attend.

Report from Dr. Sterba

Dr. Sterba announced that Career Day will be October 13. Dr. Sterba reminded everyone that her recruitment schedule is available on the Graduate School website. Dr. Sterba stated that the Graduate Student Association Teaching Committee is moving forward to help students work with colleges in Central Arkansas for opportunities to lecture. The Committee met with faculty at the University of Central Arkansas (UCA). About 10 graduate students will be involved in teaching, at most 3 lectures; the students will all have passed their doctoral candidacy exams.

Report from the Graduate Student Association

Ms. McDaniel reported that the Back-to-School Picnic went well. Ms. McDaniel stated that upcoming events include a guest speaker, Dr. Betsy Wilder in October, an event at Vino's in October and the Thanksgiving Potluck in November. Ms. McDaniel asked for ideas for a location for the Potluck in a non-Biomed area to allow easier access for all graduate students from all schools at UAMS.

1. Old Business

After much discussion, it was decided that Dr. McGehee will send an email to each Program Director for the four programs that were assessed during the last academic year (including Clinical Nutrition, Interdisciplinary Toxicology, Pharmacology and Cellular Physiology and Molecular Biophysics) and request that the assessment report from the Graduate Council be shared with the faculty of the program and that recommendations be made on the assessment process.

2. New Business

Dr. Beneš asked for three volunteers to serve on the Joint Graduate Council which will be meeting this Fall or early in the Spring Semester. Drs. Abraham, Ferguson and Goodwin volunteered.

3. Reports from Committees

Assessment Committee – Dr. Crook was asked to serve as Chair of the Committee. Dr. Crook accepted. Dr. Crook reported that the Assessment Committee met on September 1, 2011. It was stated that the ADHE require Programs to be assessed every 7 years. It was also requested that the Assessment forms be shared with Program Directors one year ahead of the planned assessment. It was also mentioned that some graduate programs have independent accrediting bodies.

Dr. Crook stated that the Programs Directors were notified on September 2, 2011 that their programs are due for assessment this year. Drs. Post and Gottschall are working on tables that can be used by programs for summarizing assessment data. Dr. Crook stated there are three programs to be assessed this academic year: Communication Sciences and Disorders, Nursing Science and Occupational and Environmental Health. The committee member(s) who will take the lead for each program are listed below.

Communication Sciences and Disorders (PhD): Dr. Beneš

Nursing (PhD): Drs. Post and Borders

Occupational and Environmental Health (MS and Certification): Drs. Gottschall and Goodwin

Curriculum Committee – Dr. Gray was elected as Chair of the Committee. Dr. Gray reported that the Curriculum Committee recommended two course applications for approval: IBSD 5022, Animal Models Used in Biomedical Research and NBDS 525V, Special Topics in Neurobiology. The Council approved these recommendations. Dr. Gray reported that the Committee revised the Course Approval Form and recommends it for approval. The revised form was available to Graduate Council members. The Council approved this recommendation.

Faculty Committee – Dr. Souder volunteered to serve as Chair of the Committee. In Dr. Souder's absence, Dr. Ferguson reported that the Faculty Committee reviewed and recommended eight applications for Graduate Faculty appointment: Ms. Lori Maddox, Clinical Nutrition, Dr. Holly Felix, Health Systems Research, Dr. Gunnar Boysen, Occupational and Environmental Health, Dr. Jason Stumhofer, Microbiology and Immunology, Dr. Guangrong Zheng, Pharmaceutical Sciences, Dr. Robert Griffin, Interdisciplinary Biomedical Sciences, Dr. Daohong Zhou, Pharmaceutical Sciences and Dr. Peter Crooks, Pharmaceutical Sciences. The Council approved these recommendations. Dr.

McGehee mentioned that there are no specific guidelines on what is needed to become a member of the Graduate Faculty; but to direct a graduate-level course, a faculty member must have graduate faculty status.

4. Announcements

The meeting adjourned at 5:15 pm. The Council will skip the October meeting, and meet next on Nov. 17th.