University of North Texas Health Science Center Graduate Council Meeting May 12, 2011

RECORDING: Carla J. Lee **MEETING TIME:** 3:03 - 3:48 PM PRESIDING: Jamboor K. Vishwanatha **MEETING LOCATION:** EAD-810

PRESENT: Basu, Berg, Clark, Cunningham, Gwirtz, Kaman, Kemp, Nguyen, Planz, Reeves, Siede, Sumien, Talamantes, Vishwanatha, Warren **ABSENT:** Cruser, Forster, Fulda, Griffith, Prokai, Smith, Stille,

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	Responsible Person(s)
Approval of March 2011 Meeting Minutes	Dr. Clark moved to approve the March 2011 meeting minutes with one correction. Dr. Berg seconded. Motion carried.	Post to GSBS website.	Ms. Lee
Application Tracking	Ms. Lee updated the council regarding the progress of the admissions committees. She distributed data on the Fall 2011 applicant pool. Dr. Vishwanatha thanked members of the admissions committees for their service.	No action required.	
Admissions Process Discussion	Dr. Vishwanatha asked Council members who serve on the traditional admissions committee for feedback regarding the changes made to the requirements and process in the past year. Admissions committee members expressed their satisfaction with the changes, in particular the requirement for external evaluation of foreign transcripts.	No action required.	
Timing of Oral Qualifying Exam	In a discussion continued from the April meeting, Dr. Berg presented issues related to the timing of the oral qualifying examination and Grant Writing (BMSC 6310) and distributed a suggested timeline. As this is a procedure rather than policy, no vote was taken but Council members did agree to implement the timeline as soon as possible, dependent upon their catalog descriptions and course requirements.	Check catalog descriptions for revisions needed in the 2012-13 edition.	Advisors Ms. Lee
Policy Regarding Remediation of Traditional Core Courses	Dr. Kaman presented a policy on remediation of the traditional core courses. Dr. Clark seconded. Motion carried.	Upload policy into SharePoint and include in 2012-13 Catalog	Ms. Lee

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GSA Update	Mr. Nguyen announced that a transition meeting between the outgoing and incoming GSA officers was planned. New officers will set goals for the upcoming year and discuss New Student Orientation duties.	None	None
Announcements	 Commencement Exercises, Saturday, May 14, 3:00 pm, TCU's Daniel-Meyer Coliseum Ms. Kemp announced that a new ADA policy has 	Include new ADA policy in syllabi	Faculty Members
	 Ms. Remp announced that a new ADA poncy has been approved that needs to be included on all syllabi Graduate Council meets the second Thursday of every month unless otherwise notified. The next meeting is 	metude new ADA poncy in synabi	racuity Members
	 scheduled for June 9, 3:00 pm, EAD-810 Dr. Vishwanatha announced that Dr. He has accepted the position as Associate Dean and will assume those 		
	 duties in August. Dr. Kaman announced that he is confirmed lab assignments for the HBCU, SMART and McNair students that will be arriving at the end of the month. He thanked Council members who will be taking summer students. 		
	 Ms. Lee thanked everyone who attended the GSBS Awards Ceremony on May 6th and congratulated Dr. Clark for being named the recipient of both the Outstanding Graduate Faculty Member and the Golden Apple Award for Teaching 	Contact Dr. Clark to set date for Outstanding Graduate Faculty Seminar	Ms. Lee