

Topic	Presenter	Discussion	Action Y/N	Follow-up Assignments	Follow-up Deadline
Participants:		Present: John Barnett, Robert Brock, Brad Hillgartner, John Hollander, Suresh Madhavan, Gina Maiocco, Lisa Salati, Kari Sand-Jecklin, Martha Summers, Grazyna Szklarz, and Andrew Flinn			
1. Minutes from last meeting	Lisa Salati	Review of minutes from Oct. 20. Please check them on the HSC website: http://www.hsc.wvu.edu/resoff/graduate-education/faculty-resources/hsc-graduate-council/	N		
2. Announcements	Lisa Salati	<p>A. Next new faculty orientation for graduate education at the HSC will be on Thursday, Dec. 17 beginning at 9:00.</p> <ul style="list-style-type: none"> a. Review how HSC graduate education interacts with WVU graduate education b. policies, forms, graduate faculty status, mentoring <p>This orientation was attended by the following faculty: Patrick Ma, Tim Eubank, Vince Setola, Eugene Chang, Phoebe Stapleton, Lillian Smith, Patty Erdely and Traci LeMasters</p> <p>B. Report of Academic Dean meetings and WVU Graduate council meetings</p> <ul style="list-style-type: none"> a. Graduate Student Advisory Council met with Kathryn Karraker regarding the new Morgantown user fee – all WVU employees including students on stipends will see a \$6.50 deduction per pay check. b. A list of open GA position available for all graduate students will be posted on the Office of Graduate Education & Life website – this will be positions that graduate students across disciplines can apply for c. Fellowships awards: 			

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		<ul style="list-style-type: none"> 1) Swiger and Provost – now use a single application process and you can submit up to 10 nominees per program 2) STEM – 1 year remaining on grant 3) Ruby – \$30 k stipend, full waiver, payment of fees, health insurance and \$2000 professional development allowance d. The possibility of listing probation on transcripts was discussed but at least one school was opposed so this will not be implemented; letter from Registrar will still be sent to students with a GPA below 2.75 e. Committee membership change – <ul style="list-style-type: none"> 1) university adopted new minimum of four members on a committee; programs may require more. HSC programs present will remain at 5 members as a minimum 2) does not affect other committee criteria C. Advertising defenses on the OGEL website – Lea Ann will take care of this at the time she receives a shuttle sheet request form from the student D. Graduation 2016 – Saturday, May 15th at noon at the Colliseum E. Graduate faculty status list has been updated on the website. Please check your areas for faculty that should be deleted and encourage those who are expiring this month to get their application in. Still working on some navigation the faculty page 			
3. Discussion Items	Lisa Salati	<ul style="list-style-type: none"> A. Outstanding Mentor Award and Outstanding Graduate Student Award for Graduate Student Appreciation Week – date TBA <ul style="list-style-type: none"> a. See attached document: MCA for Mentees as a starting point for a nomination form. There was some concern that students just pick favorites without good criteria but this form will be the criteria and we desire to emphasize outstanding mentoring. b. Discussion of choosing outstanding graduate students. Several programs already do this, some of which saw no problem with an 		<p>More details will be provided on Graduate student appreciation week activities when they are available.</p> <p>Anyone intending on planning a new program needs to bring this before the HSC council prior to being seen by the</p>	

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		<p>additional award. More details will follow when we have date for the appreciation week.</p> <p>B. Should all new programs and program changes be approved by this group?</p> <p>a. Discussion indicated that this process is already cumbersome and adding additional steps was not desired.</p> <p>b. Decision was made that Intents to Plan will be presenting to the council for feedback, review.</p> <p>c. This decision was made to ensure programs did not have unnecessary redundancies, that faculty new of the potential for new opportunities, and so that our representatives to the graduate council would have information ahead of time to answer questions when the plan is reviewed.</p> <p>C. Scientific integrity – revising course to incorporate all schools and to extend beyond year 1 – using Team based learning?</p> <p>a. Please come with topics that you are currently teaching to your students.</p> <p>b. Attached document is the syllabus for the current Scientific Integrity course that is used by biomedical, public health, and other assorted students at HSC.</p> <p>Nursing has there own course that is all on line and needs to be that way but would be willing to have other students take portions of this. Health Outcomes in the School of Pharmacy uses a separate course based on information on the NIH website only.</p> <p>There was support from programs that use this course to move topics to the spring semester when the students have a better frame of reference. This topic will be revisited and a suggested outline will be presented for input.</p>		<p>school wide graduate council.</p> <p>New outline and schedule for the Scientific Integrity course will be developed.</p>	

HSC Graduate Council
Tuesday, December 22, 2015

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4. Next Meeting	Lisa Salati	A. Combining some orientation activities (Carruth, Policy orientation?) B. DegreeWorks versus Plan of Study a. The new plan of study form is attached. I will provide you with an example of DegreeWorks information. Public Health is using degree works instead of a plan of study.		You will be asked to bring orientation materials	

Meeting adjourned by Lisa Salati at 11:30 AM. The next meeting is scheduled for **January 19, 2016**