

## HSC Graduate Council

June 21, 2016 – 10:30 AM

### Minutes (in italics)

**Attending: Lisa Salati, Andrew Flinn, Dick Dey, Brad Hillgartner, Gina Maiocco, Martha Summers, Suresh Madhavan, John Hollander, Scott Weed, Rob Brock**

**Highlighted items are ones that may need a response from attendees.**

### Topics for Discussion

#### 1. Results from the Graduate Student Satisfaction Survey and Exit Interviews

*Graduate Student Satisfaction survey results are tabulated. We will delay going through the results until Dr. Laura Gibson can join us. Results for each program will be distributed closer to that event. Response rate was only 20%. Next year we will try a week of drawings for prizes to increase the response rate.*

*Exit Interviews are done by Lisa Salati with all PhD graduates from the Schools of Medicine, Pharmacy, and Public Health. The results for the past 12 months have been tabulated and will be shared with all programs that have at least 3 graduates. The questionnaire for the interview was shared and the following additions were suggested:*

*Questions about course sequencing*

*If the students had sufficient opportunity for collaboration*

*Amount of training in education and teaching*

*Does the student feel competitive with students for other institutions when they are presenting at national meetings*

*Does the student receive adequate guidance and supervision for a timely graduation*

*There was discussion about IDPs and the need for their use. This is not in widespread use at the HSC and many advisors do not see the value. Considering having a self-assessment week in which all students do this to increase compliance with its use. It is mandatory for all students supported by HSC office funds, federal grants, and training grants. A student specific IDP is being developed. Many graduates returning for the ceremony in May reported on needing to do this at their postdoctoral institutions.*

***Upon reviewing your results please provide any additional comments to make the form for useful for you. The form can be tailored for individual programs.***

*Lisa Salati will meet with Katherine Nolan from the School of Nursing to discuss the results of their exit interviews.*

## 2. Mentoring

### a. Outstanding mentor award

*A survey instrument was developed by a team of students representing the Schools of Medicine, Pharmacy and Public Health and including representatives from NIOSH. The survey was distributed to students. The same team of students reviewed the nominations and selected the winners. Dr. Kimberly Kelly from the School of Pharmacy was the winner and Dr. Christa Lilly from the School of Public Health receive honorable mention. Both mentors were cited for their ability to motivate students to achieve a higher standard and commended for treating their students as colleagues. It was asked if alumni could also nominate – the students will be asked if they would like to add this.*

*Directors are invited to share the instrument with their faculty. The program will continue and will remain student run.*

### b. Mentoring programs by school –

#### i. What are different programs doing?

### c. Mentoring issues –

#### i. What are the largest concerns that programs are having?

#### ii. How should we address these in the future?

#### iii. Do we need programs for students, HSC wide?

*Faculty would like a checklist of good practices for mentoring and this should be shared with students. Lisa Salati will create a draft and **directors will provide edits.***

*Mentoring programs should remain within programs except initial skills should be presented in the new faculty orientation.*

*Primary problems are faculty within programs having different expectations.*

*Suggested that new faculty may need a co-chair/mentor to help with their students. Some departmental/center mentoring programs already address this.*

*School of Nursing has a mentor evaluation done each year by the students.*

## 3. Outstanding student awards – plans for 2017

*This will occur again during Graduate Student Appreciation week in April 2017. The focus of this award will be on “Rising Stars”: students early in their education who are exhibiting strong skills and/or extraordinary competencies for their point in their education. Criteria for eligibility are: PhD students in their 2<sup>nd</sup> or 3<sup>rd</sup> year in graduate school; MS students in their first year in graduate school.*

*Directors should submit one winner per program by mid-March 2017.*

4. 3 minute thesis (3MT) – plans for 2017

*This program is strictly voluntary but helps students practice important communication skills. To increase and ease participation, students will submit videotapes that will be judged. The WVU competition is held during Graduate Student Appreciation week.*

5. Teaching students good seminar skills - what are we doing?

*During exit interviews it came up that some programs provide no feedback to students evaluating seminar presentations and students noticed that some students had no improvement even after several seminars. Most programs leave seminar prep to advisors.*

*Programs that have rubrics for evaluating seminars will send them to Lisa Salati to share with the group.*

New Business:

*1. Schedule for BMS 700 split into 2 semesters was provided. Idea is to present things when students have the best frame of reference for learning this material.*

*2. Faculty would like written guidelines on who is responsible for processing student stipends. This responsibility must lie with the department that manages the advisor's funds as they are the only one with the fund numbers to achieve this on-boarding. To help clarify, this information will be added to both the faculty resources page on the Office of Research and Graduate studies website and to the student assignment form.*