

**University of North Texas Health Science Center  
Education Council Meeting  
June 8, 2022**

**RECORDING:** Tricia Foster

**PRESIDING:** Michael Mathis, Ph.D..

**PRESENT:** Rance Berg, Mark Cunningham, Rebecca Cunningham, Dipti Debnath, Jordan Gardner, Lisa Hodge, Denise Inman, Marcel Kerr, Rong Ma, Stephen Mathew, Michael Mathis, Sterling Ortega, Nicole Phillips, Nathalie Sumien, Harlan Jones, Dalenesia Kendrick, Amanda Griffith, Kayleen Lam, Derrick Smtih, Tricia Foster,

**ABSENT:** Kathleen Borgmann, Bruce Bunnell, Rafal Fudala, Paula Gregory, Rachel Menegaz, Caroline Rickards, Michael Smith

**MEETING TIME:** 3:04 pm – 4:37 pm

**MEETING LOCATION:** LIB 400

Topic/Agenda Item	Discussion/Conclusion	Action/ Recommendation	Responsible Person(s)
<b>Minutes</b>	Dr. Inman moved to accept the June Minutes and Dr. Hodge second the motion. Motion carried.	Post minutes to website	C. Stephens
<b>Dean's Update</b>	At the start of the meeting, Dr. Mathis explained Dr. Gregory's absence is due to her working on faculty development.		
<b>Faculty Development</b>	Dr. Gregory is working on a faculty mentoring program that hopefully will be launched in the Fall.		
<b>Education &amp; Admissions</b>	Dr. Berg stated that there are 18 Ph.D.'s registered to begin in the Fall. 12 are Texas residents, 4 from other states, and 2 internationals. We have 5 for masters, 1 URM and a good number for Traditional students. Dr. Berg and Dr. Mathis will continue to work on the EQI. Working on the new student orientation in August. OQE's have started and the new OQE form was utilized successfully in aiding the organization of the OQE's between students and their committee members.		
<b>Program Updates</b>	Dr. Hodge reported 139 new MedSci students have been accepted for face to face and 56 online students have accepted, with 10-20 students that have not responded. There are 20-30 more applications to review. New student orientation for MedSci was very successful. Students have been assigned to their advisors. Dr. Hodge has been certified as an EUD Coach. She is also working with Dr. Berg on the Be Well program for students.		

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	<p>Dr. Mathew reported 4 students will start in the summer and 3 students have accepted for the face to face to start in the fall. There are 3 students to begin the CAP stone project. Dr. Mathew also stated that he has enough volunteers.</p> <p>Dr. Kerr gave an update of the following:</p> <ol style="list-style-type: none"> <li>1) Dr. Kerr and Dean Mathis have worked on institution agreements with Dallas Collin Co and DCCCD</li> <li>2) UG faculty filmed teaching profiles last week to add to UG landing page</li> <li>3) Our first student has accepted our offer for fall 2022</li> <li>4) UG Team has reviewed all bylaws and policies and procedures for needed revisions</li> <li>5) All fall 2022 session 1 syllabi are completed and have been submitted to TES and the IDs</li> <li>6) Biochemistry Faculty search has eight applications</li> <li>7) HSC is investigating contracts with Quotely and Acadium for course sharing</li> </ol>		
<b>Library Update</b>	<p>Kayleen Lam reported that the Library will be purchasing vouches that can be used by the students or faculty to purchase articles starting in January 2023 and it will be based on 1<sup>st</sup> come 1<sup>st</sup> served to receive a voucher.</p> <p>Card Sorting Exercise to help improve the library website available until June 10<sup>th</sup>.</p> <p>Systematic Reviews lunch will be held on June 15<sup>th</sup>, must register to attend.</p>		
<b>Graduate Student Association Update</b>	<p>Jordan Garner updated the council with the new name of the GSA, it will now be Student Association of Biomedical Sciences (SABS).</p> <p>SABS will discuss their by-laws this fall to address the undergraduate program.</p>		

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	<p>Dr. Raghu Krishnamoorthy is the faculty representative for the SABS.</p> <p>It was determined that Student Development oversees the Student Association of Biomedical Sciences.</p>		
<b>Center for Academic Performance Update</b>	<p>Dalenesia Kendrick reported for MedSci Face to Face and Online they have made 796 tutoring appointments with students.</p> <p>The writing specialist has also received request from students to help improve their writing skills.</p>		
<b>Distance Education Committee</b>	<p>Dean Mathis explained to the council that Dr. Emma Handler has given her resignation, leaving a position open for a distance learning faculty member.</p>		
<b>Old Business</b>	<p>Revised TA Procedures</p> <p>Question 6-the following sentence was removed, “If a course director does not provide information regarding their need for TAs, none will be assigned to the specific course.” Dr. Berg motioned to accept and Dr. Hodge second the motion, all were in favor.</p> <p>Question 11 was changed to the following: “A student cannot serve as a TA for a student that was in their cohort. The Executive Director for Student and Academic Services will inform the course director and the registrar of the students retaking the course so they can be enrolled in a separate class section or TA group in Canvas, and which TAs should serve in which sections or groups. The course director is ultimately responsible for checking that students retaking the course are not paired with a TA from their cohort.” Dr. Berg motioned to accept and Dr. Hodge second the motion, all were in favor.</p> <p>Question 13 was changed to the following: “All TAs will be evaluated at the end of the course by the students in the class, using the standard student evaluation on-line system. TAs will also be evaluated by the course director. The Assistant Dean of Graduate Education and Admissions will provide the</p>		

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	<p>course director evaluations to the TA and the Major Professor.” Dr. Mark Cunningham motioned to accept and Dr. Phillips second the motion, all were in favor.</p>		
<p><b>New Business</b></p>	<p>Course updates: BMSC 6390-Dr. Rebecca Cunningham explained that these courses are for the students due to the fact the students cannot register for Pharmacy courses and pay the tuition as a SBS student. These courses will help the student to be able to take the course at the reduced price. It was suggested that the course be cross listed, Dean Mathis has asked Amanda Griffith to find out more about cross listing the courses with Pharmacy. Motion to accept by Dr. Berg and second by Dr. Hodge, all were in favor.</p> <p>BMSC Special Problems: Dr. Phillips explained that this would be an R Programming Basics Special Problems course for students. Motion to accept by Dr. Hodge and Dr. S Mathew second, all were in favor.</p> <p>BMSC 5180: Dr. Mathis brought this course to the council for them to approve changing if from face to face to online. Motion to accept by Dr. Phillips and Dr. Berg second the motion, all were in favor.</p> <p>Proposed Procedure 15.255: Eligibility for an Incomplete Grade: Dr. Kerr presented to the council that this has not been a procedure in the past, this would also align with UT Denton’ policy. Dr. Kerr asked the council to accept this change in the syllabus. Motion to accept by Dr. Hodge and second by Dr. Phillips, with the modification, all were in favor.</p> <p>Policy 15.226 was also approved with minor changes. Dr. Hodge motioned to approve, followed by Dr. Jones second the motion, all were in favor.</p> <p>Students with more than 130 SCH: after discussing the issue regarding the 130 SCH, it was proposed to change the hours to 18 SCH to maintain full time status as a student. Dr. Mathis proposed, 6, 6, 6, SCH and the student will no longer enroll in individual research. Dr. Berg motioned to accept, Dr. S. Mathew second the motion, all were in favor.</p>		

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<b>Graduate Faculty Nominations</b>	Graduate Faculty Nomination: Dr. Bernadette Perchalski. Dr. Ma read some of the highlights of Dr. Percalski’s cv and requested the council approve her nomination. Dr. Rong Ma motioned to accept, followed by Dr. Berg second the motion, all were in favor.		
<b>Motion to adjourn</b>	Motion to adjourn was made by Dr.Hodge and all were in favor. The meeting was adjourned at 4:37 pm		

Dr. Mathis announced that at next month’s meeting, Dr. Harlan Jones will make a presentation to the council regarding DNI. Dr. Jones will also present at the General Faculty meeting.

Dr. Mathis ask the council to review the other policies in SharePoint to be able to vote on the policies at the next Education Council.