

BMS Graduate Program Committee Meeting

July 18, 2018

1:30 to 2:30 p.m.

Meeting minutes

Present: Lisa Cooper, Sheila Fleming, Liya Yin, Sam Crish, Jesse Young, Emily Plyler and Nona Hose

Absent: Priya Raman

Agenda Item	Discussion	Action
1. Approval of prior meeting minutes by acclamation	Dr. Sam Crish called the meeting to order and asked for an approval of the meeting minutes from June. The minutes were approved unanimously.	
2. Travel Reimbursement policy update	Nona Hose informed the committee that the travel reimbursement policy had been updated with the new award amount of \$1,000.00 for students presenting at conferences and meetings. The policy was also put on the University's policy template.	Nona will send the travel policy to General Counsel for review and to be posted on the University's policy portal.
3. Student funding policy	<p>Two suggestions were received from committee members concerning the student funding policy. One suggestion was to leave it as is with no changes. The other suggestion is to modify the policy to allow full support of students in an investigator's lab that has adequate scientific funding to support the student's research, but whose budget is not amendable to student stipend support.</p> <p>Suggestions and concerns from the committee are as follows:</p> <ul style="list-style-type: none">• Once a PI has a grant, they have to pay 50% of the stipend no matter what type of grant it is.• NSF grants are 3 years as opposed to 5 years.• As long as a PI has an active grant, they can get a student• The current policy addresses PIs whose grants come to an end and do not have funding until their new grant begins.• Faculty should not abstain from taking a student because their grant is ending.• The department chair can be consulted for PIs who do not have grant funding or are in between. The department will pick up stipends if more than three years.• Potential advisors should have funds to support student research.	Sam will write a proposal and send it to the committee before the next meeting to discuss/vote. The proposal will determine which students the program will support at 100% and which students the program will support at 50%.
4. Equipment Proposal	<p>Dr. Lin proposed the purchase of a confocal thalmascope. Five or six labs are interested in this piece of equipment. The original cost is \$90,000 but has been reduced to \$75,000. The thought is that the BMS program would contribute \$30,000; the Neurodegenerative Disease Research Focus Area would contribute \$30,000; IMS, Pharm Sci will each contribute \$5,000; Dr. Crish will determine how to fund the remaining \$5,000.</p> <p>The committee would like to know how many BMS students will benefit from the purchase of this item, and how many different disciplines. How will it benefit the students now and long-term?</p>	Nona will send out an email to conduct an e-vote for this proposal.
5. BMS Students' health insurance premiums	The cost of BMS students' annual health insurance premium is \$516.00. The committee voted unanimously to reimburse the cost of this premium to students beginning this fall. This practice will remain in effect until such a time the BMS program at NEOMED is not financially able to continue to do so.	Nona will work with Accounting to determine the process for reimbursement.

Additional item	As an FYI - Dr. Crish informed the committee that they may be asked to support the purchase of a new Seahorse and Micro CT in the near future.	
Agenda items for discussion at future meetings	<ul style="list-style-type: none"> • Develop a policy regarding funding requests • Courses offered twice a year, TAs teach twice or have double TAs? 	
	The meeting was adjourned.	