

BMS Graduate Program Committee

January 21, 2015

RGE-330 in the RGEB

3 p.m.

Present: Lisa Cooper, Alex Galazyuk, Lucy Coughlin, Sam Crish, Yanqiao Zhang, Gary Meszaros, Bill Lynch and Margaret Weakland (support)

Meeting called to order.

Discussed the November 2014 meeting minutes, asked if there were any changes to be made. Motion made for approval, Dr. Lisa Cooper and seconded by Dr. Gary Meszaros; all in favor, unanimous approval.

Discussion revolved around estimating the number of new graduate students we can accept each academic year. Committee reviewed the following classifications for support (based on whether the PI has grant or other support for his/her student); 1<sup>st</sup> year student is covered by KSU, 2<sup>nd</sup> year covered by BMS budget and year 3-5 paid by advisor (if they have grant) and administration if student is fulfilling a teaching assignment. Upon further discussion, we want to be clear on designing a new spreadsheet. Question was asked about how it was done in the past; it was based on replacement, once a student defended or was close to doing so we knew we would have an extra slot (funds) to support a new student. A question was raised; does KSU faculty cost-share their students as we do here at NEOMED? Our budget was brought up; how much money do we have to support new students. The 22912 index; Walt Horton has control over this index, it is used to pay KSU at the end of the fiscal year and to be used as an emergency fund. Committee asked why we can't dip into this index; for emergency purposes, what constitutes an emergency. Dr. Galazyuk wants to take the spreadsheet we get from KSU at the end of the fiscal year and use it to determine the number of new BMS students that can be accepted to NEOMED; members gave suggestions as to what to add to current spreadsheet to meet current needs, Margaret wrote them down.

Committee member, Lisa Cooper framed our discussion on the white board, it includes the following:

INCOME:

carry-over	97,000 (monies we get from when a PI supports a student)
Walt fund (2014)	42,000 cumulative
Walt fund (2015)	42,000 guaranteed/indefinitely
\$ from KSU	450,000 (fixed)
\$ for teaching/supervisor	250,000 (fixed)
untouchable "Black Fund"	500,000 contingency fund/not emergency

Dr. Lynch commented that the \$ 500,00 dollar amount might be in existence in the case that we over-spend. Also, committee commented that if a PI loses funding, BMS funds will be there to support from

year 3-5 out of contingency fund.

Dr. Zhang made a suggestion that we as a committee may want to think about notifying faculty as to the time-frame of their student; if over the 5 year mark; and that as a committee we may want to ask for a progress letter from the student's PI as to how their research is moving along and possible time-frame for defense. Committee discussed adding this into the current policy; Dr. Zhang was asked to come up with a document outlining the parameters of this topic for our next meeting. Also, after 5 years we no longer get state support for students.

Back to topic at hand; estimating the number of students we can accept per academic year.

Dr. Galazyuk stated he has a copy of the spreadsheet that came from KSU last year; he wants to take it and use it do to our calculations for this committee.

Miscellaneous:

Dr. Galazyuk reminded us that February 27, 2015 is recruitment day; a day that BMS has created for incoming BMS students. Student applications are forthcoming.

Council of Dean's (COD) meeting. Dr. Galazyuk shared that it looks like the COD will pay 50% of our student's annual stipend; those who have a TA (teaching assignment) in one of our professional courses.

Next Meeting, February 18, 2015