

BMS Graduate Program Committee

November 26, 2013

G-204 N/S

3 p.m.

Present: Alex Galazyuk, Walt Horton, Gary Meszaros, June Yun, Nichole Foster, Yanqiao Zhang, Sam Crish, Nona Hose and Margaret Weakland (support)

Meeting called to order.

Approval of December 2012 Minutes noting that chair position is 3 years with possible renewal. Motion to approve by Yanqiao Zhang, 2nd by Sam Crish; all in favor, unanimous approval. Approval of September 2012 Minutes, approval by Sam Crish and seconded by Yanqiao Zhang; unanimous approval.

Discussion of terms for current committee members. A motion was made by Sam Crish to extend the term of June Yun for another year and seconded by Gary Meszaros. Unanimous approval.

Discussed two of our BMS students; John Kmetz and Summer Drake. These students will be finishing in the program soon and committee discussed transitioning the students to the Master's program as they had requested. Motion to approve; Yanqiao Zhang and seconded by June Yun. Unanimous approval. Alex Galazyuk will send letter to Dr. Mintz with a cc: to students and to their advisors. Also discussed which current students would be able to fulfill the Teaching Assignments that will be open because of these students leaving the program.

Stipend Adjustment for the students who receive external funding. Discussed the possibility to reward students who apply for and receive a grant; the maximum stipend support will be \$ 25,000 annually. Stipend support up to \$ 25,000 will not be supplemented; motion to approve, Sam Crish and seconded by Gary Meszaros. Unanimous approval.

Tutoring Activities for BMS students; discussion was based on conversations with the Office of Student Affairs. All students received forms from the Office of Student Affairs; two student tutor positions are currently open. Comment was made that Eric Mintz AND the advisor of student who is tutoring MUST be supportive, not just the BMS students in this position. Dr. Horton stated he had conversations with the Dean of Arts and Sciences at KSU as well as the Graduate Dean about the tutoring; the student could work up to 8 additional hours in addition to their 20 hours of TA but will require prior approval. This is contingent on approval by the advisor? Comment was made that upon internal discussion, some course directors have issues with their student's TA/tutoring position during course hours. It's okay to tutor after the teaching assignment (course) but not during.

Discussed the opportunity to obtain supplemental funding from NEOMED to expand the graduate program. The BMS committee will prepare a request to be submitted to the newly formed budget committee.

Discussed the vice chair position. Sam Crish was nominated for the position. Motion for approval from Yanqiao Zhang and seconded by Lisa Cooper. Unanimous approval.

Nichole Foster discussed the graduate student representative position on the BMS Graduate Program Committee with her peers on the Graduate Student Forum; further discussed the document that was sent to committee regarding this position; term will be 2 years. Motion to endorse, Sam Crish and seconded by June Yun. Unanimous approval.

Teaching Assignments; open slots for KSU students to teach here at NEOMED. Committee approved transfer of following students to NEOMED budget to allow them to TA at NEOMED.

Holly Cappelli - TA for I/I start fall 2014

Emily Hazlett - TA for BMB start spring 2014

Alex Galazyuk will send a letter to Dr. Mintz with a cc: to students and to their advisors. Motion to approve; Sam Crish and seconded by Yanqiao Zhang. Unanimous approval.

Committee endorsed retroactive pay for Ryan Longenecker back to September 2013, which is the date of Ryan's award.

Next Meeting: December 20, 2013