

BMS Graduate Program Committee

October 22, 2013

G-204 N/S

3 p.m.

Walt gave his approval/edits via email to MAW on 11/13/2013; did committee approve?!?

Present: Alex Galazyuk, Walt Horton, Gary Meszaros, June Yun, Nichole Foster, Yanqiao Zhang and Sam Crish

Meeting called to order.

Brief introductions were made around the room to introduce, Nona Hose, program assistant in the College of Graduate Studies.

Approval of Minutes; motion to approve by Gary Meszaros, 2nd by Yanqiao Zhang; unanimous approval.

Discussed Policy and Procedure document that Dr. Galazyuk sent out to committee.

The Teaching Assignments are based on required hours through the OBR. Some teaching assignments fulfill 2 semesters. We will reach out to Course Directors for Foundational Courses to determine how many TAs are needed for their course. Student can sit in on lectures if not taking course for credit.

Add detail to Dr. Galazyuk's document as Dr. Horton described; hours, lecture time, lab / office time and lab hours. Motion to approve by Dr. Sam Crish and 2nd by Yanqiao Zhang. Motion for approval, none opposed. This will be posted on the website.

Discussion of two students; John Kmetz and Summer Drake. Received notification that these students plan to finish the program with their M.S. John plans to finish by the end of December 2013 and Summer is planning for February 2014. Summer is currently supported by the department of Anatomy/Neurobiology and is on program monies for the summer semester. John is supported by the KSU/BMS budget. Dr. Horton discussed the option of moving 1 or 2 students to NEOMED; will be supported by us and will do their TA here, committee discussed further. The 2013-2014 TA spreadsheet will be sent to committee so we all are aware of who is teaching where (KSU/NEOMED) and for what course(s). Discussed student, Holly Cappelli, and that she is tentatively approved for her to TA in I and I for fall 2014. We will check on the teaching assignment of Greg Sondag (HDS) and Emily Hazlett (BMB); they are currently fulfilling their TA at KSU.

Discussed students received pre-doctoral awards and how we can possibly supplement their stipend. Can we use the BMS funds to supplement the difference from the grant the student received and his/her current stipend amount; yes, we can. Should there be an increase or incentive for those student who have received an award? A student can receive stipend (from Federal funding agency) even if it's substantially higher than what his/her current KSU/BMS stipend is. Upon further discussion, we agree that the BMS Graduate Program Committee should do research independent of the KSU/BMS program as to what the policies/procedures are in giving a student an increase/incentive in they've been awarded a grant.

Discussed the cost-share of the KSU/BMS program; if advisor is paying for a student on his/her grant they will not have to pay fringes; when a student is paid from program monies the fringes are included in the

cost. It looks like it's a better the way we are cost-sharing, more of a win/win for the advisor not having to pay fringes for student and yet they are still able to support a student.

Dr. Horton discussed the idea of tutoring for our graduate students. There had recently been discussion/meetings with department of Student Affairs. Dr. Horton also followed through with conversation regarding structured tutoring and group sessions with the Dean of Research and Graduate Studies at KSU. After further discussion, it was noted that Dr. Crish is supportive of this. There are check-points that will need to be created between student and his/her advisor. We need a clear definition of tutoring; will check with Sandra Emerick in Student Affairs. We will find the tutoring form on the KSU website and share it with the committee. Student Affairs is willing and very ready to make this happen.

Nichole Foster commented on a question that was raised at the last GSF (Graduate Student Forum) meeting. Question was as to whether or not the students can vote on who, or rather what student they would want to serve on a committee or council as a student representative. After further discussion, we also discussed the term of said student representative; it should be after their 2nd year in the program/post-candidacy.

Next Meeting, November 26, 2013