

BMS Graduate Program Committee Meeting

September 20, 2017

1:30 to 2:30 p.m.

Meeting minutes

Present: Alex Galazyuk, Bill Lynch, Liya Yin, Lisa Cooper, Sam Crish and Nona Hose

Not present: Lucy Coughlin, Sheila Fleming

Agenda Item	Discussion	Action
1. Reelection of committee members	<p>Dr. Galazyuk opened a discussion regarding reelection of committee members. Bill Lynch and Lucy Coughlin's committee memberships are up for reelection. According to policy, a call for nominations will be sent to NEOMED BMS faculty in November. Faculty may nominate others or self-nominate. Nominations will close November 30 and an electronic election will take place in December. The newly elected members' terms will begin January 1 the following year.</p> <p>Discussion took place regarding the term of the current chair. The current chairs term should be ending at the same time. Dr. Galazyuk stated he has only been chair for five years, so he has one more year to serve as the committee chair.</p> <p>The question arose as to whether or not committee members, the chair and/or student members are able to step down during their term for any reason. The answer is yes, any member of the BMS committee can step down for any reason during their term. This raised the issue that a policy needs to be developed to outline the process of appointing a replacement in the event that a member steps down or leaves the committee for any reason.</p>	Dr. Crish to address this topic as an agenda item at the October meeting.
2. Update on the revised agreement between NEOMED and KSU BMS program, student transportation between KSU and NEOMED, organizing a meeting with the BMS faculties and students in fall 2017	<p>Dr. Galazyuk provided an update regarding the MOU between KSU and NEOMED. Changes have been made and sent to KSU for editing. KSU would like to make as few of changes as possible. Jim Blank, Ernie Freeman and Eric Mintz are working together to complete the MOU. The committee will need to review the document before it is put in place. Dr. Galazyuk will talk with the group revising the agreement and let them know that the BMS committee needs to review it before it is approved.</p> <p>Dr. Galazyuk provided the committee with an update regarding PARTA transportation services from KSU to NEOMED. The quote to run bus routes Monday through Friday, 8 a.m. to 5 p.m. will be \$200,000 annually. It doesn't make sense to offer less routes each day. Other options are being explored.</p> <p>Dr. Galazyuk shared that he met with Dr. Rick Kasmer from the COP regarding student stipends. Dr. Kasmer has agreed that the COP will pay 50% of the stipends for students who have teaching assistants and are on grant support. At this time, three students' stipends would be affected by this. Dr. Galazyuk is working on a policy to formally address this topic and it will be added as an agenda item at the October meeting.</p> <p>The fall 2017 meeting to include BMS faculty and students has been postponed until October so Dr. Chris Ritter can attend.</p>	No action required No action required Dr. Galazyuk to develop a policy regarding TA stipends. No action required

3. Advisor change for Kate Hardy	Dr. Jasmine Grimsley has left the University. Kate Hardy was a graduate student working in her lab. Dr. Galazyuk advised Kate to explore other lab opportunities at NEOMED. Kate has decided to continue her work and obtain her PhD in Dr. Merri Rosen's lab. Dr. Rosen currently has one student in her lab who is about to finish. She has start-up funds and an RO1 available to support an additional student in her lab. A motion was made to allow Kate Hardy to join Dr. Rosen's lab. The motion was seconded. Kate was approved to join the Rosen lab.	Kate Hardy was approved to join Dr. Merri Rosen's lab.
Additional discussions	<p>Dr. Schmidt has requested the committee consider supporting Dr. Christian Ritter's salary for one year for the work he has been doing in the BMS program. The total amount would be \$12,835 (\$9,723.00 for salary and \$3,112.00 for fringe benefits). After some discussion by the committee around the concern of setting a precedent, a motion was made and seconded to approve the request.</p> <p>Dr. J. Gary Meszaros has requested funds to support the 32nd annual Ohio Physiological Society Annual Meeting to be held at NEOMED on October 27. This could be used as a recruitment tool for the BMS program and has agreed to provide a contribution of up to \$1,450.00 in support of the meeting. A motion was made and seconded to support the annual meeting.</p>	<p>Funds were unanimously approved to be used for Dr. Ritter's salary for one year.</p> <p>Funds were unanimously approved to support the 32nd Annual Ohio Physiological Society Annual Meeting</p>
4. Revisiting committee decision on changing advisor for graduate student Nazar Hussein due to lack of evidence on funds to support his research project from his current advisor Dr. Fayez Safadi	Each member of the committee was given two minutes to make their point and cast their vote regarding the decision made by the committee to move Nazar Hussein from Dr. Safadi's lab. Each member voiced their concerns and opinions and voted. A motion was made and seconded to overturn the previous decision and allow Nazar Hussein to continue to work under Dr. Fayez Safadi's advisement while completing his research at NEOMED. In the future, a policy has been written that will be followed to ensure these decisions are made objectively and consistently.	The decision to overturn the committee's previous decision and allow graduate student Nazar Hussein to remain in Dr. Fayez Safadi's lab was unanimously approved.
5. Quorum for BMS Committee	The committee briefly discussed the definition of a quorum for the BMS Graduate Program Committee. A motion was made to have four voting members as a quorum for this committee. The motion was seconded. The definition was unanimously approved.	The definition of a quorum equaling four voting members for the BMS Graduate Program Committee was unanimously approved.
6. Approval of June 2017 meeting minutes	A motion was made to approve the meeting minutes from June 21 and August 16, 2017. The motion was seconded and the meeting minutes were approved.	June and August BMS Graduate Program Committee meeting minutes were unanimously approved
Agenda items for discussion at future meetings	<ul style="list-style-type: none"> • Determine the definition of a quorum for this committee • Anonymity of motions, votes, etc. • Courses offered twice a year, TAs teach twice or have double TAs? • Finance – Discuss internal pilot grants or travel awards, more students, etc. How to more effectively use the finances we have in the program to expand the program, etc. brainstorming session 	
	The meeting was adjourned.	