

BMS Graduate Program Committee Meeting  
February 27, 2020

**Meeting minutes**

Present: Sam Crish, Alex Galazyuk, Jesse Young, Emily Plyler, Charles Thodeti, Takhar Kasumov, and Nona Hose

Absent: Priya Raman

Agenda Item	Discussion	Action
1. Approval of prior meeting minutes	The meeting minutes from the January 2020 were approved by acclamation.	
2. Interview Day	Nona shared the agenda for Interview Day with the committee. Nona has scheduled thirty-nine meetings with faculty and student candidates. The committee agreed the agenda was acceptable.	
3. Student lab assignment approval policy	The student lab assignment policy was updated with edits from the committee at the January meeting. A motion was made to approve the new policy. The motion was seconded and the policy was approved unanimously by the committee.	
4. BMS Program Funds Request Form	<p>Dr. Crish shared the suggestion form Dr. Ritter to continue to move forward with this request form. The committee agreed to finalize the form but do not distribute it until it is determined how many funds are available to the BMS program.</p> <p>Dr. Galazyuk mentioned funds that had been given by the President's office years ago. He will forward emails regarding these funds to Nona.</p>	Nona will resend the draft form to the committee for a vote.
5. BMS Teaching Assignment policy	<p>Dr. Crish revised the BMS Teaching Assignment policy to include the following statement: <i>"In the event that an advisor would like to fully support a student so they do not have to TA for an academic year, a request needs to be made to the BMS Graduate Program Committee and the committee members will determine if the request is approved or denied. Course Directors and Advisors do not make these decisions."</i></p> <p>Dr. Galazyuk reminded the committee that when TA's are used there are state requirements that state they have to work x number of hours. Should the committee wait to revise the policy until it is determined if the new COM curriculum will need TA's?</p> <p>Dr. Crish state that the committee needs to revise the policy regardless of the curriculum.</p>	
6. Additional discussion	<p>Dr. Charles Thodeti excused himself from the meeting at this time due to a conflict of interest with regard to the extra item added to the meeting for discussion and vote.</p> <p>Dr. Thodeti has a BMS student requesting to be assigned to his lab: Neha Bhavnani. Dr. Thodeti provided the committee with all of the information necessary for the committee to be able to make an informed decision including his lab's funding status.</p> <p>After reviewing the information provided by Dr. Thodeti, a motion was made to allow the student to join Dr. Thodeti's lab. The motion</p>	

	<p>was seconded and the student was permitted to join the lab. Dr. Crish will sign off on the student's Lab Assignment Approval form.</p> <p>During the committee's discussion, it was determined that an item should be added to the list of information needed from a PI when requesting a student be considered for assignment to their lab: the PI's advising history/history of graduate student training. The committee will discuss this further at the next meeting.</p>	
	<p>The meeting was adjourned.</p>	
<p>Agenda items for discussion at future meetings</p>	<ul style="list-style-type: none"> <li>• Courses offered twice a year, TAs teach twice or have double TAs? (IPM has changed their policy regarding TA's)</li> <li>• Student Forums</li> </ul>	